



Legislation Text

File #: 19-0700, **Version:** 1

Health and Human Services Agency (HHS), recommending the Board:

- 1) Approve the continuation of eighteen (18) perpetual agreements as detailed in Attachment A;
- 2) Authorize the Purchasing Agent to encumber funds for the Fiscal Year 2019-2020 payments required for each perpetual agreement;
- 3) Find that, in accordance with County Ordinance Section 3.13.030, it is more economical and feasible to engage independent contractors for the various services provided via the perpetual agreements detailed in Attachment A;
- 4) Delegate authority to the HHS Director to execute amendments, if any, to the perpetual agreements detailed in Attachment A as needed, including amendments that do not increase the maximum dollar amount or change the term of the Agreement, and contingent upon approval by County Counsel and Risk Management, and notify the Board of such amendments on an annual basis;
- 5) Receive and file the list of perpetual agreements to be terminated in Fiscal Year 2018-2019 detailed in Attachment B; and
- 6) Authorize the HHS Director to terminate other perpetual agreements as appropriate, and including but not limited to those listed in Attachment B, and notify the Board of such terminations on an annual basis.

FUNDING: Federal and State funds, or grants with the County share of cost or required match, if any, met with realignment or other Non-General Fund resources.

DISCUSSION / BACKGROUND:

Board of Supervisors Policy C-17, Section 4.5, "Contract Term," requires departments to obtain authorization from the Board of Supervisors, initially, and on an annual basis, to use any contract that does not have a stated agreement term.

In the past, departments recommended the Board authorize the Purchasing Agent to execute a blanket purchase order for each perpetual agreement, to ensure availability of funding for payments. Since the implementation of FENIX, each perpetual agreement must have a change order executed to allocate funding for payments in the upcoming fiscal year.

Therefore, Health and Human Services Agency (HHS) is apprising the Board of the perpetual agreements listed on Attachment A, and recommending the Board authorize the Purchasing Agent to post a change order for each ongoing perpetual agreement to ensure availability of funding in FY 2019-2020, effective July 1, 2019.

During FY 2018-2019, HHS added three (3) perpetual agreements (File ID 18-1023, File ID 18-1660, and File ID 18-1873) and terminated three (3) perpetual agreements as identified in Attachment B, as authorized by the Board (File ID: 18-0554, No. 18) These actions resulted in eighteen (18) continuing perpetual contracts for FY 2019-20.

During FY 2019-2020, HHS will continue to monitor and research the existing perpetual

agreements. For the agreements that are no longer needed, HHSA will terminate them as appropriate, and notify the Board of such terminations on an annual basis.

ALTERNATIVES:

If the Board does not approve extension of these perpetual agreements, HHSA will be unable to process payment for services provided under said agreements. Likewise, should the Board decline to authorize termination of perpetual agreements identified by HHSA that are no longer needed, as requested, those contracts will remain active and require annual presentation to the Board for review.

PRIOR BOARD ACTION:

- 1) 05/08/2018, 18-0554, V 1, HHSA Perpetual List 2018-2019.
- 2) 10/30/2018, 18-1660, V 1, HHSA AT&T Agreement 3440
- 3) 07/24/2018, 18-1023, V 1, HHSA, Ancestry.com 3096
- 4) 02/26/2019, 18-1873, V 1, HHSA BHC Health Services of Nevada, 3592
- 5) 06/20/2017, 13-0674, V 7, HHSA FY 2017-2018 Perpetual Agreements Lists
- 6) 06/14/2016, 13-0674, V 6, HHSA FY 2016-2017 Perpetual Agreements List and Termination List
- 7) 07/21/2015, 13-0674, V 5, HHSA FY 15-16 Perpetual List and Termination List - update

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

County Counsel, Human Resources, Procurement and Contracts, and Risk Management.

CAO RECOMMENDATION:

It is recommended that the Board approve this item.

FINANCIAL IMPACT:

There is no Net County Cost associated with this Agenda Item. The value of each perpetual agreement for FY 2019-2020 is identified in Attachment A. Sufficient appropriations were included in the Fiscal Year 2019-2020 Recommended Budget, and will be included in future budgets for the term of the perpetual agreements.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to provide one (1) certified minute order to the HHSA Contracts Unit at 3057 Briw Road.

STRATEGIC PLAN COMPONENT:

N/A

CONTACT

Don Semon, Director