



## Legislation Details (With Text)

**File #:** 21-0031      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 12/29/2020      **In control:** Board of Supervisors

**On agenda:** 1/26/2021      **Final action:** 1/26/2021

**Title:** Health and Human Services Agency recommending the Board:  
 1) Approve and authorize the Chair to sign Amendment 2 to Agreement for Services 5061 with Maxim Healthcare Staffing Services, Inc., for the provision of COVID-19, screening, testing, triage, case investigation, nursing care and contact tracing, increasing the maximum obligation by \$900,000 for a new total maximum obligation of \$1,500,000, effective upon final execution, extending the term for a new term date of August 25, 2020 through December 31, 2021;  
 2) Make findings in accordance with County Ordinance 3.13.030 that it is appropriate to contract with Maxim Healthcare Staffing Services, Inc. for services provided under this Amendment 2 to Agreement 5061 because the temporary, and occasional nature of the work does not warrant the addition of new staff; and  
 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 5061, including amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** Federal and State: FEMA funding as available, otherwise Public Health Realignment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved CRS Maxim HSS, 5601 A2, 2. B - Maxim HSS, 5061 A2, 3. C - Maxim HSS 5061 A1, 5061 with Approved CRSs, 4. Executed Agreement 5061

Date	Ver.	Action By	Action	Result
1/26/2021	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency recommending the Board:  
 1) Approve and authorize the Chair to sign Amendment 2 to Agreement for Services 5061 with Maxim Healthcare Staffing Services, Inc., for the provision of COVID-19, screening, testing, triage, case investigation, nursing care and contact tracing, increasing the maximum obligation by \$900,000 for a new total maximum obligation of \$1,500,000, effective upon final execution, extending the term for a new term date of August 25, 2020 through December 31, 2021;  
 2) Make findings in accordance with County Ordinance 3.13.030 that it is appropriate to contract with Maxim Healthcare Staffing Services, Inc. for services provided under this Amendment 2 to Agreement 5061 because the temporary, and occasional nature of the work does not warrant the addition of new staff; and  
 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 5061, including amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** Federal and State: FEMA funding as available, otherwise Public Health Realignment.

**DISCUSSION / BACKGROUND:**

Agreement #5061 with Maxim Healthcare Staffing Services, Inc. (Maxim) approved by the Board on

August 25, 2020 (File ID: 20-1024, Item #24) has provided HHSA the means to increase the number of trained staff providing screening, testing, case investigation and contact tracing in the community, supplementing HHSA's staff currently providing the services. In addition, the Agreement allows HHSA to utilize Maxim staff in Temporary Evacuation Points, as well as congregate and non-congregate shelters, as necessary. Lastly, the Agreement has provided additional nursing care for individuals that test positive for COVID-19, if necessary.

Amendment 1, authorized by the Purchasing Agent, updated the preamble and corrected a couple typographical errors in the original Agreement.

This Amendment 2 updates the scope to allow for Maxim staff to administer vaccinations, extends the term through December 31, 2021, and increases the maximum obligation by an additional \$900,000 for a new maximum obligation of \$1,500,000.

The Agreement is funded by Federal Emergency Management Agency (FEMA) if available, otherwise it will be funded by Public Health Realignment.

In accordance with Board of Supervisors Procurement Policy C-17, Section 7.11, the contractor selection process for service contracts in excess of \$100,000 must include a review of the scope of services and contractor's professional qualifications by a group of individuals (including at least one representative from outside the department requesting the services) qualified to judge the contractor's ability to perform the services. HHSA has documentation on file that such a review was performed for Agreement #5061 with Maxim.

**ALTERNATIVES:**

Should the Board decline to approve this recommendation, HHSA would be limited in its ability to administer vaccinations, thereby limiting its ability to curb the spread of the disease.

**PRIOR BOARD ACTION:**

08/25/2020, 20-1024, HHSA Maxim Healthcare Staffing Services, 5061

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

Approved by County Counsel, Human Resources, and Risk Management.

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

There is no Net County Cost associated with this Agenda item. It is anticipated that these expenses will be paid with FEMA funding as available, otherwise they will be paid with Public Health Realignment. Appropriations are included in the Fiscal Year 2020-21 Adopted Budget, and will be included in future budgets as necessary. It is not expected that projections will exceed available appropriations at this time, however if projections increase significantly, HHSA will return to the Board with a budget amendment to add appropriations.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board to obtain signature of Chair on two (2) original Amendments 2 to Agreements for Services #5061.
- 2) Clerk of the Board to return one (1) fully executed Amendment 2 to HHSA Contracts Unit at 3057

Briw Rd.

**STRATEGIC PLAN COMPONENT:**

NA

**CONTACT**

Don Semon, Director