



Legislation Text

File #: 17-0363, **Version:** 1

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

- 1) Award Request for Proposals (RFP) 17-918-022, to the successful proposer, Richardson & Company, LLP, to provide financial audit services for Ambulance Transportation Contractors in El Dorado County;
- 2) Authorize HHS to negotiate a three (3) year Agreement for Services with Richardson & Company, LLP, with a maximum annual obligation not to exceed \$55,000, to audit Fiscal Years 2015/16, 2016/17, and 2017/18;
- 3) Authorize the Purchasing Agent to execute said Agreement for Services, contingent upon approval by County Counsel and Risk Management; and
- 4) Authorize the Purchasing Agent, or designee, to execute any amendments relating to the Agreement developed in association with RFP 17-918-022, which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

FUNDING: Fund balances from County Service Areas 3 and 7, generated as a result of fee for services and property taxes.

DEPARTMENT RECOMMENDATION

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

- 1) Award Request for Proposals (RFP) No. 17-918-022, to the successful proposer, Richardson & Company, LLP, to provide financial audit services for Ambulance Transportation Contractors in El Dorado County;
- 2) Authorize HHS to negotiate a three (3) year Agreement for Services with Richardson & Company, LLP, with a maximum annual obligation not to exceed \$55,000, to audit Fiscal Years 2015-16, 2016-17, and 2017-18
- 3) Authorize the Purchasing Agent to execute said Agreement for Services, contingent upon approval by County Counsel and Risk Management; and
- 4) Authorize the Purchasing Agent, or designee, to execute any amendments relating to the Agreement developed in association with RFP No. 17-918-022, which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

DISCUSSION / BACKGROUND

On November 7, 2016, the Procurement and Contracts Division, on behalf of the Health and Human Services Agency (HHS), released a Request for Proposals, No. 17-918-022, soliciting responses for audit services for County Ambulance Transportation Contractors. Three responses were received which met the requirements of the RFP. Following the closure of the RFP on December 28, 2016, the three responses were reviewed by a panel of two evaluators, with the County Auditor serving in an advisory role. Following the evaluation of the proposals, the total average score provided by the evaluation panel for Richards & Company, LLC, was 173.5 points out of 200 possible points. This score was more than 57 points higher than the next highest scoring proposer, and aligned with the recommendation made by the County Auditor.

The County currently provides ambulance transportation services under a public utility model in County Service Areas 3 and 7, via contracts with ambulance transportation agencies. The County is responsible for conducting or obtaining annual financial audits for these contractors.

ALTERNATIVES

Should the Board decline to award RFP No. 17-918-022 to Richardson & Company, LLP, financial auditing services for ambulance transportation contractors would not be provided as a result of this RFP process.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Auditor-Controller, CAO Procurement and Contracts, County Counsel, 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. Sufficient appropriations were included in the Fiscal Year 2016-17 Adopted Budget for Health and Human Services, and will be included in future budgets for the term of the Agreement.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to provide a copy of the approved minute order to HHSA Contracts Unit at 3057 Briw Rd.

STRATEGIC PLAN COMPONENT

N/A

CONTACT

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