



Legislation Text

File #: 19-0086, **Version:** 1

Human Resources, Risk Management Division, recommending the Board:

- 1) Approve and authorize the Purchasing Agent to sign agreement 3668 with California State Association of Counties Excess Insurance Authority (CSAC EIA) for Risk Consultant Services for a term beginning upon execution and ending December 31, 2019, with a not-to-exceed amount of \$100,000;
- 2) Make findings that it is more economical and feasible to contract with CSAC EIA for consulting services; and
- 3) Authorize the Director of Human Resources, or designee, to execute further documents related to Agreement for Services 3668, including amendments which do not increase the hourly rate or not-to-exceed amount, and contingent upon approval by County Counsel and Risk Management.

FUNDING: Risk Management Fund.

DISCUSSION / BACKGROUND

Current Risk Manager, Robert Schroeder, is an active Air Force Reserve Captain who is being deployed from February 2019 through November 2019. It is necessary to have a resource available to the County who can assist existing Risk Management staff as needed during this time.

Due to the limited amount of time needed for these services and the special skills and qualifications needed to perform the work, it is more feasible and economical to enter into an agreement with CSAC EIA to procure these services, rather than attempting to temporarily fill the Risk Manager's role in his absence. The consultant is to work on specific tasks that require a high degree of skill and expertise, with the remaining work to be covered by existing Risk Management staff. While performing services under this agreement, the Consultant will be acting as an independent contractor. The County will make payments for services rendered directly to CSAC EIA upon receipt of invoices showing all fees, costs, or expenses connected with services provided by the consultant under the agreement at a rate of \$125 per hour.

ALTERNATIVES

The Board could choose to not enter into the agreement, however, this may lead to critical risk management tasks being left incomplete during the deployment period.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION / COMMENTS

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There are appropriations available in the Risk Management Budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Following Board approval, return one fully-executed original of the Agreement for Services to the Procurement and Contracts Manager.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Tameka Usher