

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: Community Services Agency

BOARD AGENDA #: *B-2

AGENDA DATE: November 7, 2017

SUBJECT:

Approval to Issue a Request for Proposal for Cardio-Pulmonary Resuscitation/Automated External Defibrillator and First Aid Training Services

BOARD ACTION AS FOLLOWS:

No. 2017-641

On motion of Supervisor Monteith, Seconded by Supervisor Olsen
and approved by the following vote,

Ayes: Supervisors: Olsen, Withrow, Monteith, DeMartini, and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended


2) Denied

3) Approved as amended

4) Other:

MOTION:

ATTEST:


ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Community Services Agency
Urgent Routine

BOARD AGENDA #: *B-2

AGENDA DATE: November 7, 2017

CEO CONCURRENCE: 

4/5 Vote Required: Yes No

SUBJECT:

Approval to Issue a Request for Proposal for Cardio-Pulmonary Resuscitation/Automated External Defibrillator and First Aid Training Services

STAFF RECOMMENDATIONS:

1. Authorize the General Services Agency Purchasing Division to issue a Request for Proposal on behalf of the Community Services Agency for the provision of Cardio-Pulmonary Resuscitation/Automated External Defibrillator and First Aid training services for the contract period of July 1, 2018, through June 30, 2021.

DISCUSSION:

The Community Services Agency (CSA) contracts with numerous individuals and agencies to provide essential services to Stanislaus County residents. In most cases, individuals and agencies are selected through a competitive process, which takes into account specific expertise, as well as cost efficiency. Agreements are renewed based on a demonstrated ability to deliver required outcomes effectively, along with availability of funding.

The provision of Cardio-Pulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) and First Aid training services are used for multiple programs at CSA.

An In-Home Supportive Service (IHSS) Provider oftentimes is the individual who will find or witness an elderly or dependent adult having an emergency medical condition. Due to this, Stanislaus County IHSS Registry Providers are required to know and understand how to perform CPR and First Aid (FA) in order to be listed on the Registry.

The Stanislaus County Public Authority began contracting with Denna Hale to provide CPR/FA and AED training to IHSS Providers. Ms. Hale is a Licensed Vocation Nurse (LVN) and has years of emergency medical experience in addition to being certified in CPR/FA/AED. Prior to the training, many of the providers had no experience responding to life threatening emergencies.

Assembly Bill (AB) 403 is a comprehensive reform effort intended to make sure that children in Foster Care have their day-to-day physical, mental and emotional needs met by giving them the greatest opportunity to grow up in permanent and supportive homes that will allow them the opportunity to grow into self-sufficient adults. AB 403 implements these strategies by giving families who provide Foster Care placement, known as Resource Families, the targeted training and support that will allow them to be better prepared to care for the foster children living under their supervision. Completion of CPR/AED and First Aid Training is a required component to becoming designated a Resource Family.

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The current providers of CPR/AED and First Aid Training services are CPR By Denna and Professional Training Institute, whose contracts will expire June 30, 2018. Services provided include the following:

- In Fiscal Year 2016-2017, a total of 115 IHSS Providers successfully completed the training and each received an American Safety and Health Institute Course Completion card;
- In Fiscal Year 2016-2017, a total of 139 Resource Parents completed the training and received an American Safety and Health Institute Course Completion card;
- A total of 18 training sessions are scheduled for IHSS Providers in Fiscal Year 2017-2018;
- For the period July 1, 2017, through September 30, 2017, a total of 33 IHSS providers have completed CPR/FA/AED training; and
- Training for IHSS Providers on the use of Narcan Pens was initiated in Fiscal Year 2017-2018, and from July 1, 2017, through September 30, 2017, a total of 33 IHSS Providers have received this training.

The Community Services Agency is now requesting approval to issue a Request for Proposal (RFP) for the provision of CPR/AED and First Aid training services. The procurement method will be a "best value" approach, which means that the County is prepared to evaluate the proposals on criteria such as years of experience teaching CPR/AED training, staffing capacity, instructor qualifications and classroom capacity, prior to awarding a contract to the proposer(s) who offer(s) the most cost-effective and comprehensive solutions.

POLICY ISSUE:

Approval to issue a RFP for the provision of CPR/AED and First Aid training services will allow the Community Services Agency to meet the County Purchasing Department's procurement guidelines that state non-professional contracted services which have reached a \$45,000 cumulative level and have not yet been competitively procured or those that have been previously competitively procured, but have now reached the maximum three-year term imposed by the California Department of Social Services management and Office Procedure 23-621, shall be competitively procured.

FISCAL IMPACT:

The total cost of the CPR/AED and First Aid training services contract(s) is (are) estimated to be approximately \$147,000 for the period of July 1, 2018, through June 30, 2021. Corresponding appropriations and estimated revenues will be included in the Community Services Agency Fiscal Year 2018-2019 Proposed Budget submission. Appropriations and estimated revenues for the remaining two years of the awarded contract are projected to be sustained at the Fiscal Year 2018-2019 funding level of \$49,000 per fiscal year. These amounts will be included in CSA's budget submission for the subsequent fiscal years.

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Costs for these services are supported with Federal and State Foster Parent Retention Recruitment and Support (FPPRS) and Public Authority (PA) funds. The IHSS Maintenance of Effort is supported with Realignment and existing County Match. There is no additional cost to the General Fund associated with this agenda item.

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| Cost of recommended action: | \$ | 49,000 |
| Source(s) of Funding: | | |
| Federal, State, and Realignment | \$ | 47,970 |
| Existing County Match | \$ | 1,030 |
| Funding Total: | <u>\$</u> | <u>49,000</u> |
| Net Cost to County General Fund | <u>\$</u> | <u>0</u> |

| | |
|---|-----------|
| Fiscal Year: | 2018/2019 |
| Budget Adjustment/Appropriations needed: | No |

Fund Balance as of N/A

BOARD OF SUPERVISORS' PRIORITY:

Approval of this request to issue an RFP supports the Board of Supervisors' priorities of A Healthy Community, Effective Partnerships and Efficient Delivery of Public Services by allowing CSA to contract out services which help the In-Home Supportive Services (IHSS) Providers and prospective Resource Parents.

STAFFING IMPACT:

Existing Community Services Agency and General Services Agency Purchasing staff are available to support this RFP process.

CONTACT PERSON:

Kathryn M. Harwell, Director (209) 558-2500

ATTACHMENT(S):

None