



Legislation Details (With Board Report)

**File #:** A 13-143      **Name:** Cynthia Harlowe Renewal & Amendment #7  
**Type:** BoS Agreement      **Status:** Passed  
**File created:** 6/18/2013      **In control:** Board of Supervisors  
**On agenda:** 7/16/2013      **Final action:** 7/16/2013

**Title:** Authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Renewal and Amendment No. 7 to the Agreement (A-11938) with Cynthia Harlowe for Consulting Services at NMC, extending the Agreement to June 30, 2014 and adding \$25,000 for a revised total Agreement amount not to exceed \$265,000 in the aggregate.

**Sponsors:** Sid Cato

**Indexes:**

**Code sections:**

**Attachments:** 1. Cynthia Harlowe Renewal & Amendment No. 7, 2. Cynthia Harlowe Agreement, 3. Completed Board Order

Date	Ver.	Action By	Action	Result
7/16/2013	1	Board of Supervisors	approved	

Authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Renewal and Amendment No. 7 to the Agreement (A-11938) with Cynthia Harlowe for Consulting Services at NMC, extending the Agreement to June 30, 2014 and adding \$25,000 for a revised total Agreement amount not to exceed \$265,000 in the aggregate.

**RECOMMENDATION:**

It is recommended the Board of Supervisors authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Renewal and Amendment No. 7 to the Agreement (A-11938) with Cynthia Harlowe for Consulting Services at NMC, extending the Agreement to June 30, 2014 and adding \$25,000 for a revised total Agreement amount not to exceed \$265,000 in the aggregate.

**SUMMARY/DISCUSSION:**

NMC is accredited by the Joint Commission, a non-profit organization that accredits over 18,000 healthcare organizations and programs in the United States. The accreditation process includes ongoing compliance with the Joint Commission standards which are designed to help organizations improve the safety and quality of care, treatment and services, an annual self-assessment for compliance with all standards, and an onsite survey every three years.

Cynthia Harlowe has provided onsite consulting services for Joint Commission survey preparation and the actual survey for NMC for over 16 years. NMC has performed well in all six onsite surveys where she provided consultation services. Her current agreement provides for onsite consulting services to assist NMC in completing and scoring the annual self-assessment and in providing input on establishing action plans for maintaining compliance with all standards.

The recommendation is that the dollar amount for the agreement with Cindy Harlowe be increased by \$25,000 for Fiscal Year 2014 for a total of \$265,000 in the aggregate.

**Worker’s Compensation Insurance Exemption:**

Contractor is the sole provider of services with no permanent or temporary workers. Accordingly, Worker’s Compensation Insurance is not required.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved this Renewal and Amendment No. 7 as to legal form and risk provisions. Auditor-Controller has reviewed and approved this Renewal and Amendment No. 7 as to fiscal provisions. The Renewal and Amendment No. 7 has also been reviewed and approved by Natividad Medical Center's Board of Trustees.

**FINANCING:**

The cost for this Renewal and Amendment No. 7 is \$25,000 and is included in the Fiscal Year 2013/2014 Adopted Budget. There is no impact to the General Fund.

Prepared by: Jane Finney, Quality/Compliance Administrator, 783-6297

Approved by: Harry Weis, Chief Executive Officer, 783-2553

Attachments: Renewal and Amendment No. 7, Original Agreement, Amendment numbers 1, 2, 3, 4, 5 and 6  
Attachments on file with the Clerk to the Boards Office