



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 16-024, **Version:** 1

- a. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a Standard Hazardous Materials Agreement with Medical Couriers, Inc. in the amount of \$30,000 retroactive July 1, 2015 to June 30, 2020, to provide courier services to transport infectious materials and diagnostic specimens from the Monterey County Health Department's Public Health Laboratory to referenced laboratories;
- b. Authorize the modification of the County Standard insurance requirements pertaining to the pollution legal liability endorsement as recommended by Director of Health; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to approve up to three (3) future one year amendments that do not exceed (10%) (\$3,000) of the original Agreement amount and do not significantly alter the scope of services.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a Standard Hazardous Materials Agreement with Medical Couriers, Inc. in the amount of \$30,000 for the period of July 1, 2015 to June 30, 2020, to provide courier services to transport infectious materials and diagnostic specimens from the Monterey County Health Department's Public Health Laboratory to referenced laboratories; and
- b. Authorize the modification of the County Standard insurance requirements pertaining to the pollution legal liability endorsement as recommended by Director of Health; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to approve up to three (3) future one year amendments that do not exceed (10%) (\$3,000) of the original Agreement amount and do not significantly alter the scope of services.

SUMMARY/DISCUSSION:

Medical Couriers, Inc. provides courier services for the transportation of infectious materials and diagnostic specimens. For the past seven years, they have been a service provider for the Monterey County Health Department Public Health Laboratory. Their services have been cost effective, efficient, and responsive. Because of their responsive and efficient services, the Monterey County Health Department wishes to continue working with Medical Couriers. The start date of the Agreement is retroactive to July 1, 2015 due to the length of time it took to negotiate with the vendor the terms of the Agreement.

Medical Couriers, Inc. has provided evidence of insurance that meets some of the County insurance standards, and is able to provide the standard commercial general liability coverage but is unable to provide the pollution legal liability insurance standards. The Monterey County Health Department requests that the Board of Supervisors ratify the Agreement understanding that Risk Management declines to approve the Agreement. The Health Department believes that there are compelling business reasons to approve this Agreement.

This work supports the Monterey County Health Department 2011-2015 Strategic Plan Initiative: 1. Empower the community to improve health through programs, policies, and activities. Additionally, this work supports two of the 10 Essential Public Health Services: 3. Inform, educate and empower people about health issues; and 4. Mobilize community partnerships and action to identify and solve health problems.

OTHER AGENCY INVOLVEMENT:

County Counsel, Risk Management and the Auditor-Controller have reviewed this Agreement as to legal form, liability and fiscal provisions respectively. Due to the non-standard risk provisions, it was recommended that the Health Department request approval from the Board of Supervisors.

FINANCING:

There are sufficient appropriations in Health Department's Public Health (HEA003) Adopted Budget for FY 2015-16 to accommodate this action. The requested contract is funded 66% through laboratory fee revenue and 34% with Public Health Realignment.

Prepared by: Patricia McFadden, MAII, 4726

Approved by: Ray Bullick, Director of Health, 4526

Attachment:

Agreement is on file with the Clerk of the Board