



# County of Monterey

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

## Board Report

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**File #:** A 18-427, **Version:** 1

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- a. Approve and authorize the Director of Health or the Assistant Director of Health to sign a service Agreement with Peninsula Messenger LLC, in the amount of \$35,000 retroactive to July 1, 2018 through June 30, 2020; and
- b. Approve the recommendation of the Director of Health to accept the non-standard language regarding automobile liability Insurance; and
- c. Authorize the Director of Health or Assistant Director of Health to sign up to two (2) amendments that do not exceed 10% (\$3,500) of the original Agreement amount and do not significantly alter the scope of services.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Health or the Assistant Director of Health to sign a service Agreement with Peninsula Messenger LLC, in the amount of \$35,000 retroactive to July 1, 2018 through June 30, 2020; and
- b. Approve the recommendation of the Director of Health to accept the non-standard language regarding automobile liability Insurance; and
- c. Authorize the Director of Health or Assistant Director of Health to sign up to two (2) amendments that do not exceed 10% (\$3,500) of the original Agreement amount and do not significantly alter the scope of services.

### SUMMARY/DISCUSSION:

In 2013, the Health Department entered into an Agreement with Peninsula Messenger services to provide courier services for inter-office mail as well as lab samples from our South County offices in King City and Soledad. The Agreement was amended twice with an end date of June 30, 2018.

Peninsula Messenger provides a vital link between the Health Department offices in South County and the Health Administration building in Salinas. Through this contract, Behavioral Health has the ability to move inter-office mail between offices, Environmental Health assists clients in South County with transporting water samples to the Health Department Lab for testing along with providing our South County residents a way to submit payments to our main office in Salinas.

This work supports the Monterey County Health Department 2018-2022 Strategic Plan initiative 4.) Engage MCHD workforce and improve operational functions to meet current and developing population health needs. It also supports the following of the ten essential public health services, specifically: 9.) Evaluate effectiveness, accessibility, and the quality of personal and population-based health services.

### OTHER AGENCY INVOLVEMENT:

The office of County Counsel-Risk Management and the Auditor-Controller have reviewed and approved this Agreement as to legal form, liability and fiscal provisions, respectively.

### FINANCING:

There are sufficient appropriations in the Health Department's FY 2018-19 Adopted Budget for the Behavioral Health Bureau (023-HEA012-8410), Environmental Health Bureau (001-HEA005-8112) and the Public Health

Bureau (001-HEA003-8124). Appropriations related this contract for FY 2019-20 will be included in the FY 2019-20 Requested Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Frances Stevens, MAII, x4532

Approved by: Elsa Jimenez, Director of Health, x4526

Attachment:

Agreement is on file with the Clerk of the Board