



# County of Monterey

Item No.

## Board Report

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

Legistar File Number: A 26-174

June 02, 2026

**Introduced:** 5/6/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize Director of Health Services or designee to execute a Service Agreement with Alta Planning + Design, Inc. for the provision of Technical Assistance Project Support to include but not limited to Strategic Planning Process and Support, Graphic Design and Layout Services, Facilitation Services for designated programs and initiatives as identified and authorized by the various Health Bureaus, for a total Agreement amount of \$325,000 with a term of July 1, 2026 through June 30, 2029;
- b. Approve the recommendation of Director of Health Services to accept the non-standard insurance provision; and
- c. Approve and authorize the Director of Health Services or designee to sign up to three future amendments to this Agreement where the total amendments do not exceed 10% (\$32,500) of the original Agreement amount, do not significantly alter the scope of work, and do not exceed the maximum amount of \$357,500.

### RECOMMENDATION:

It is recommended that the County of Monterey Board of Supervisors:

- a. Approve and authorize Director of Health Services or designee to execute a Service Agreement with Alta Planning + Design, Inc. for the provision of Technical Assistance Project Support to include but not limited to Strategic Planning Process and Support, Graphic Design and Layout Services, Facilitation Services for designated programs and initiatives as identified and authorized by the various Health Bureaus, for a total Agreement amount of \$325,000 with a term of July 1, 2026 through June 30, 2029;
- b. Approve the recommendation of Director of Health Services to accept the non-standard insurance provision; and
- c. Approve and authorize the Director of Health Services or designee to sign up to three future amendments to this Agreement where the total amendments do not exceed 10% (\$32,500) of the original Agreement amount, do not significantly alter the scope of work, and do not exceed the maximum amount of \$357,500.

### SUMMARY:

The County of Monterey Health Department (MCHD) updated its five-year Strategic Plan, identifying four priority areas. To support this effort, MCHD engaged Raimi + Associates-recently acquired by Alta Planning + Design, Inc.-to develop the Strategic Plan, which continues to guide the Department's work and inform ongoing progress reports toward its strategic goals. In addition, MCHD has used and will continue to use this contractor for developing and updating Health Department plans, graphic design, and facilitation services.

### DISCUSSION:

MCHD anticipates continuing its work with Alta Planning + Design, Inc. for the development

and updates to Health Department plans including, but not limited to, the Health Department Strategic Plan, bureau specific strategic plans, and the Community Health Improvement Plan. Building on this established partnership, the contractor will collaborate with MCHD's lead program evaluators to support focus groups across various programs. Responsibilities will include planning, facilitating, and documenting focus groups with program partners and community members. The contractor will also continue to provide graphic design services to support updates to various Health Department plans, reports, and related materials, ensuring clear and consistent communication of key information.

This work supports the County of Monterey Health Department 2025-2028 Strategic Plan Goal(s): 1. Build Community Power and Partners' Capacity to Increase Equity and Improve Health; and 2. Deepen Organizational Effectiveness and Support Long-Term Sustainability.

OTHER AGENCY INVOLVEMENT:

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

FINANCING:

Appropriations for this Agreement are included in the Health Department's (4000-HEA014-8438) Fiscal Year (FY) 2025-26 Adopted Budget, and provision for it will be made in the Department's Requested Budget for the years out.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

This recommendation supports Well-Being and Quality of Life by advancing coordinated public health planning, community engagement, and data-informed decision-making. Through facilitation of focus groups and development of strategic materials, it aligns with key objectives related to improving community health outcomes, enhancing service delivery, and tracking progress through measurable milestones.

Mark a check next to the related Board of Supervisors Strategic Plan Goals:

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy
- Dynamic Organization and Employer of Choice

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Approved by: Elsa Mendoza Jimenez, Director of Health Services, 755-4526

Attachments:

Board Report

Agreement