



## Legislation Text

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File #: 19-665, Version: 1

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### MEMORANDUM

**TO:** BOARD OF SUPERVISORS

**FROM:** Denise Pomeroy, Health Services Director

**DATE:** July 9, 2019

**SUBJECT:** (a) Waive the formal bidding process pursuant to Lake County Code Section 38.2, as it is not in the public interest due to the unique nature of goods or services; and (b) Approve the Agreement between the County of Lake and Ellis Planning Associates INC. for the Fiscal Year 2019-2020 for a contract maximum of \$49,720.00 and authorize the Board Chair to sign the Agreement

#### EXECUTIVE SUMMARY:

Health Services Department is requesting approval to enter into an agreement with Ellis Planning Associates INC. This consulting company will facilitate the implementation of the Oral Health Program by preparing an Oral Health needs assessment, strategic plan, logic model, and evaluation plan.

The Oral Health Programs Coordinator requested bids from five different consulting companies, one did not respond and of the four that submitted proposals Ellis Planning Associates INC. presented the highest rated bid.

Ellis Planning Associates Inc. is an established team of strategic planning, community health, evaluation, program development, and training consultants, specializing in building the capacities of organizations and individuals in the public, non-profit, philanthropic, and small business sectors since 1984. Their office locations are Nevada City, Sacramento, and the Bay Area.

Ellis Planning Associates INC. has completed three counties Oral Health Projects within the last year, including Nevada, Tuolumne, and Plumas County. This experience and knowledge makes Ellis Planning Associates INC.'s services invaluable to Lake Counties Oral Health Program.

Health Services Department also requests you to authorize the Board Chair to sign said agreement, and any amendments to agreement.

If you should have any questions, please feel free to contact either myself or Carolyn Holladay at 707-263-1090.

**FISCAL IMPACT:** \_\_\_ None ☒ Budgeted \_\_\_ Non-Budgeted  
Estimated Cost: \$49,720

Amount Budgeted: \$49,720

Additional Requested:

Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** None

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:** (a) Waive the formal bidding process pursuant to Lake County Code Section 38.2, as it is not in the public interest due to the unique nature of goods or services; and (b) Approve the Agreement between the County of Lake and Ellis Planning Associates INC. for the Fiscal Year 2019-2020 for a contract maximum of \$49,720.00 and authorize the Board Chair to sign the Agreement.