



## Legislation Text

---

File #: 21-168, Version: 1

---

### Memorandum

**Date:** March 23, 2021

**To:** The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

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

**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 First Amendment to the Agreement between the County of Lake and Management Connections for Temporary Staffing Support Services completed during Fiscal Year 2020-21 for a sum not to exceed \$150,000 and authorize the Board Chair to sign the Amendment

**Executive Summary:** Attached, for your approval, is the First Amendment to the Agreement between the County of Lake and Management Connections for temporary staffing support services provided at the county COVID vaccine clinic sites.

Health Services continues the process of actively recruiting county and community volunteers, county Disaster Services Workers (DSW's), and multiple county recruitment requisitions to fully staff our COVID vaccine clinics. Although we have received staffing support through these efforts, we still fall short of the necessary staffing levels to maintain the coverage and consistency needed for these clinics.

The Amendment attached for your review increases the maximum compensation of the original agreement, and adds staffing services and wage billing rates for the COVID vaccination clinic temporary staff provided. I have also attached the original Agreement for review.

Management Connections is incurring additional costs due to the temporary staff supplied to the vaccination clinics being classified as Institutional Employees under the required Workers Compensation Insurance coverage, explaining the variance of wage billing rates for vaccination clinic staffing versus clerical staffing. At the time of this request Management Connections is providing 7-10 staff members for each clinic.

The additional cost of this staffing agreement amendment will be requested to be paid from disaster fund 110-1920.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$150,000 Amount Budgeted: \$150,000 Additional Requested: \$0 Future Annual Cost: Contingent on successful department recruitment efforts

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

☐ Not applicable

- ☒ Well-being of Residents  
☐ Economic Development  
☒ Community Collaboration

- ☐ Public Safety  
☐ Disaster Recovery  
☐ Business Process Efficiency

- ☐ Infrastructure  
☐ County Workforce  
☐ Clear Lake

- ☐ *Technology Upgrades*  
☐ *Revenue Generation*  
☐ *Cost Savings*

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?

How long has Agreement been in place? Agreement in place as of 1/15/2021, and have had previous short term agreements for supplemental staffing in previous years.

When was purchase last rebid? This is the first time this agreements max dollar amount exceeded Department Head signing authority.

Reason for request to waive bid? Department has existing Agreement, and necessary vaccination clinic staffing is in place through this Agreement

**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 First Amendment to the Agreement between the County of Lake and Management Connections for Temporary Staffing Support Services completed during Fiscal Year 2020-21 for a sum not to exceed \$150,000 and authorize the Board Chair to sign the Amendment**