



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



Date: March 6, 2015
Board Meeting Date: May 19, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jean S. Fraser, Chief, Health System
Susan Ehrlich, MD, MPP, Chief Executive Officer, San Mateo Medical Center

Subject: Amendment to agreement with Ellis & Ellis Sign Systems for wayfinding signage fabrication and installation.

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Ellis & Ellis Sign Systems to provide fabrication and installation of indoor wayfinding signage, increasing the amount by \$12,000 to an amount not to exceed \$264,000.

BACKGROUND:

On July 15, 2014, your Board approved an agreement with Ellis & Ellis Sign Systems (Ellis and Ellis) to provide fabrication and installation of indoor wayfinding signage at San Mateo Medical Center (SMMC) and the Health System Main Campus in an amount not to exceed \$227,000. On October 28, 2014, an amendment was approved by SMMC's Chief Executive Officer to expand the scope of work to include signs needed at the Fair Oaks Health Center, increasing the amount by \$25,000, to an amount not to exceed \$252,000.

DISCUSSION:

Ellis and Ellis completed the installation of the wayfinding signage at SMMC and the Health System Main Campus in December 2014. The new signage has made it easier for patients and visitors to find their destinations in the confusing Health Campus buildings.

During the installation process, SMMC determined that several areas that were not included in the original design specifications would benefit from new signage. This amendment will allow Ellis and Ellis to provide the additional signage and install them.

The resolution contains the County's standard provisions allowing amendment of the County's fiscal obligations by a maximum of \$25,000 (in aggregate). The Board already granted such authority with the original Agreement, and said amendment authority has since been exhausted.

The agreement and resolution have been reviewed and approved by County Counsel as to form.

Approval of this amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by making it easier for patients and visitors to navigate the buildings on the Health System Main Campus. It is anticipated that 80% of existing signs will be replaced and validated for wayfinding by visitor input.

PERFORMANCE MEASURE:

Measure	FY 2013-14 Actual	FY 2014-15 Projected
Percent of existing signs to be replaced and validated for wayfinding by visitor input	N/A*	80%

*New Measure

FISCAL IMPACT:

The term of the revised agreement is August 1, 2014 through July 31, 2015, in an amount not to exceed \$264,000. Funds in the amount of \$11,077 are included in the SMMC FY 2014-15 Adopted Budget. Funds in the amount of \$923 are included in the SMMC FY 2015-16 Recommended Budget.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care is covered by the County's general fund contribution to SMMC, and are within the existing annual appropriation.