



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH SERVICES EMERGENCY  
MEDICAL SERVICES  
**File #:** 16-768

Board Meeting Date: 11/21/2017

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Louise Rogers, Chief, Health System  
Nancy Lapolla, MPH, Director, Emergency Medical Services  
**Subject:** Agreement with the R.S. Express, Inc. for Warehousing Services

### **RECOMMENDATION:**

Adopt a resolution authorizing an agreement with the R.S. Express, Inc. to provide warehousing services for emergency medical equipment stockpile, and act as the primary location for Strategic National Stockpile from the Centers of Disease Control, for the term of November 1, 2017 through October 31, 2022, in an amount not to exceed \$650,000.

### **BACKGROUND:**

Federal funds have been made available through the Centers of Disease Control (CDC) to enhance the nation's public health emergency preparedness and response infrastructure. In collaboration with the local hospitals, San Mateo County Health System (Health System) uses a portion of these funds to lease warehouse space for storage of emergency medical equipment and act as the primary location to receive Strategic National Stockpile (SNS) assets for disaster response and mitigation. The Health System maintains this emergency medical stockpile in part to serve hospitals with a closely located source of material in emergency conditions or during local shortages.

Since November 1, 2014, R.S. Express, Inc. (R.S. Express) has provided warehousing services to the Health System for this purpose.

### **DISCUSSION:**

In July 2017, a Request for Proposal (RFP) was released for a contractor to provide a full service storage, shipping and receiving facility to safeguard and stockpile emergency medical equipment and SNS assets. The RFP review committee selected R.S. Express to provide these services.

The County Contracts Director has approved a waiver on the three (3) year term limit, to allow for a five (5) year agreement.

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

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by allowing the Health System to continue to maintain a stockpile of emergency medical equipment and dedicated location for the receipt of the SNS. It is anticipated that R.S. Express will participate in 1 annual County directed community-based emergency exercise by end of FY 2017-18.

**PERFORMANCE MEASURE:**

Measure	FY 2016-17 Actual	FY 2017-18 Projected
Number of County directed community-based emergency exercises participated in by R.S. Express.	n/a*	1

*\*This will be a new measure beginning FY2017-18.*

**FISCAL IMPACT:**

The term of the agreement is November 1, 2017 through October 31, 2022. The amount of the agreement is not to exceed \$650,000 for the five-year term. Funds in the amount of \$87,000 are included in the Emergency Medical Services (EMS) FY 2017-18 Adopted Budget. Similar arrangements will be made for future years. We anticipate expanding our cache of medical supplies with an annual range not to exceed \$130,000. The services under this agreement are funded by the CDC, Cities Readiness Initiative grant, and contributions from local pharmaceutical stockpile participating hospitals; there is no Net County Cost associated with this agreement.