



County of San Mateo

Inter-Departmental Correspondence

Department: HEALTH

File #: 18-491

Board Meeting Date: 6/19/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Louise F. Rogers, Chief, Health System
Chester J. Kunnappilly, MD, Chief Executive Officer, San Mateo Medical Center

Subject: Agreement with Commercial Installations Company, Inc. for Installation, Tracking, and Modifications of Furniture/Pleion Workspaces Services

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Commercial Installations Company, Inc. for installation, tracking, and modification services for furniture/Pleion workspaces for the term of July 1, 2018 through June 30, 2021, in an amount not to exceed \$1,500,000.

BACKGROUND:

Commercial Installation Company (CIC) has provided installation and configuration services for the County owned furniture systems for over 25 years. CIC tracks the County's Pleion inventory and is able to pull modular items from existing stock, thus reducing overall cost and re-purposing of existing County assets.

DISCUSSION:

Beginning in the fall of 2018, the San Mateo Medical Center (SMMC) will be preparing to comply with a change to the Office of Statewide Health Planning and Development's regulatory requirements. This will result in significant changes to operations on the SMMC campus. In addition, Health System divisions occupying the building at 225 37th Ave. will be relocating to a new facility. CIC's ability to reuse the County's Pleion inventory will be instrumental in disassembling and reassembling workspaces as departments relocate to different locations throughout the County. Therefore, the Health System (HS) believes it is in the best interest of the County to continue collaborating with CIC on these upcoming projects. The HS is requesting a waiver for the Request for Proposals process so that it will be able to utilize the cost savings gained from re-purposing existing County owned Pleion inventory for new projects.

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

The resolution contains the County's standard provisions allowing amendment of the County fiscal

obligations by a maximum of \$25,000 (in aggregate).

The agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by creating welcoming and healthy workspaces for the San Mateo County Health System's employees and visitors. It is anticipated that the County's own surplus furniture inventory will be used for the workspace renovations 85% of the time.

PERFORMANCE MEASURE:

Measure	FY 2016-17 Actual	FY 2017-18 Projected
Percentage of county owned surplus utilized in workspace innovations	85%	85%

FISCAL IMPACT:

The term of the agreement is July 1, 2018 through June 30, 2021. The amount of the agreement is not to exceed \$1,500,000 for the three-year term. Funds in the amount of \$500,000 will be included in the SMMC FY 2018-19 Recommended Budget. Similar arrangements will be made for future years.

The payment provisions are essentially the same as the previous agreement.

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 are covered by the County's General Fund contribution to SMMC, and are within the existing annual appropriation.