



COUNTY OF HUMBOLDT

For the meeting of: 9/20/2022

File #: 22-1147

To: Board of Supervisors

From: DHHS: Public Health

Agenda Section: Consent

SUBJECT:

Professional Services Agreement with Community Initiatives for Collective Impact for the term of January 1, 2022 through June 30, 2025

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the professional services agreement with Community Initiatives for Collective Impact in the amount of \$71,748 for the term of January 1, 2022 through June 30, 2025;
2. Authorize the Department of Health and Human Services - Public Health Director (DHHS - Public Health), or a designee thereof, to execute the agreement;
3. Authorize the DHHS - Public Health Director, or a designee thereof, to approve all future amendments and documents directly related to this agreement upon approval by County Counsel and Risk Management;
4. Direct the Clerk of the Board to return one (1) copy of the certified board report to the DHHS-Contract Unit.

SOURCE OF FUNDING:

Public Health Fund (1175)

DISCUSSION:

The Tobacco-Free Humboldt program is designed to improve public health in Humboldt County by providing education, outreach, and access reduction in the community. Tobacco use continues to be a leading cause of premature death nationwide. External evaluators ensure the program is performing in a culturally competent, equitable, and effective manner.

On March 18, 2022, the Humboldt County Department of Health and Human Services - Public Health (DHHS - Public Health) issued Request for Proposals (RFP) No. DHHS 2022-01, which solicited proposals from qualified organizations to provide external evaluation services for the Tobacco-Free Humboldt program.

DHHS - Public Health received two proposals in response to RFP No. DHHS2022-01. After reviewing

and evaluating the proposals in accordance with the applicable evaluation and selection criteria, the RFP evaluation committee decided to select Community Initiatives for Collective Impact as the organization to provide external evaluator services for the Tobacco-Free Humboldt program. It is expected that the services provided by Community Initiatives for Collective Impact will address the program's external evaluation needs.

On May 24, 2022, your Board authorized the DHHS - Public Health Director or designee to enter into contract negotiations with Community Initiatives for Collective Impact. This agenda represents the culmination of those efforts.

Accordingly, DHHS - Public Health recommends that your Board authorize the DHHS - Public Health Director, or a designee thereof, to enter into a Professional Services Agreement with Community Initiatives for Collective Impact as part of the Tobacco-Free Humboldt program.

This agreement comes before your Board after the start date due to the time needed for contract negotiations and development.

FINANCIAL IMPACT:

The total cost associated with entering into a professional services agreement with Community Initiatives for Collective Impact regarding the provision of external evaluator services will not exceed \$71,748 for the period of January 1, 2022 through June 30, 2025.

Expenditure appropriations related to the proposed professional services agreement with Community Initiatives for Collective Impact have been included in the approved fiscal year 2021-2022 and proposed 2022-2023 county budgets in fund 1175, budget unit 412, Tobacco-Free Humboldt Funding for the proposed professional services agreement with Community Initiatives for Collective Impact is available through the California Tobacco Control Program. As a result, the recommended actions will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by creating opportunities for improved safety and health and providing community-appropriate levels of services.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the selection of Community Initiatives for Collective Impact as the organization to provide external evaluator services for Tobacco-Free Humboldt. However, this alternative is not recommended as it will place the county out of compliance with funding requirements.

ATTACHMENTS:

1. Professional Services Agreement with Community Initiatives for Collective Impact

File #: 22-1147

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-17

Meeting of: 5/24/2022

File No.: 22-616, 22-1147