

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

February 11, 2020

FROM

WILLIAM L. GILBERT, Director, Arrowhead Regional Medical Center

SUBJECT

Agreement with Donald C. Miller and Associates for Culinary Support Services.

RECOMMENDATION(S)

Approve **Agreement No. 20-65** with Donald C. Miller and Associates for Culinary Support Services from February 11, 2020 through January 10, 2021, for the amount not to exceed \$235,000.

(Presenter: William L. Gilbert, Director, 580-6150)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of the Agreement with Donald C. Miller and Associates (DM&A) will not result in the use of Discretionary General Funding (Net County Cost) as costs related to regulatory compliance is funded by State Medi-Cal, Federal Medicare, private insurances, and other departmental revenue. Sufficient appropriation and revenue are included in the Arrowhead Regional Medical Center (ARMC) 2019-20 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Approval of this item will allow ARMC to procure the services of a qualified Interim Nutritional Service Manager. Due to the departure of the Supervising Regulatory Dietitian and the Hospital-certified Chef in December, ARMC is working with County Human Resources to establish a new County classification and compensation for a Nutritional Service Manager, with regulatory required certifications. In the meantime, ARMC is required to have qualified leadership with the regulatory certifications, in order to be compliant with Joint Commission (TJC) standards and Conditions of Participation (COP) with the Centers for Medicare and Medicaid Services (CMS). In order to ensure compliance with dietary and nutritional safety standards as published by TJC and all federal, state, and local regulatory bodies, ARMC reached out to DM&A for a fully qualified individual to cover until recruitment for the new County classification can be completed. This expertise will aid in implementing operational kitchen and nutritional functions, and provide management, leadership and supervision to dietary staff, and will support initiatives as directed by ARMC leadership.

DM&A is an industry full-service consulting firm which provides highly experienced and internationally recognized coaches with unparalleled knowledge, experience, and training to ARMC. DM&A supports ARMC organizational goals and will aid in achieving high patient satisfaction measurement outcomes.

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PROCUREMENT

This is a non-competitive procurement based on an existing agreement executed by Purchasing on August 21, 2019 between the County and DM&A to provide culinary support services. The existing agreement was executed due to the limited time available to resolve issues identified during the recent Centers of Medicare and Medicaid Services (CMS) audit at ARMC, and the immediate availability of qualified personnel through DM&A to address the needs of the hospital. The agreement will ensure the hospital is compliant with TJC and COP regulations related to culinary services.

The County Purchasing Department supports the non-competitive justification for this procurement.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-5455) on January 17, 2020; Purchasing Department (Jacqueline Ambrose, Lead Buyer, 387-2060) on January 24, 2020; Finance (Amanda Trussell, Principal Administrative Analyst, 387-4773) on January 24, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on January 27, 2020.

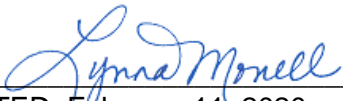
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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Josie Gonzales
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: February 11, 2020



cc: ARMC- Toh w/agree
Contractor- C/O ARMC w/agree
File- w/agree
la 02/13/2020