



Contract Number

18-672 A-4

SAP Number

4400010313

Department of Public Health

Department Contract Representative Telephone Number	<u>Lisa Ordaz, HS Contracts</u> <u>(909) 388-0222</u>
Contractor	<u>Comprehensive Pharmacy</u> <u>Services, LLC</u>
Contractor Representative Telephone Number	<u>Dr. Andrew Lowe/Phil Bruno</u> <u>(909) 435-5622/(631) 521-6941</u>
Contract Term	<u>09/01/2018 through 08/31/2022</u>
Original Contract Amount	<u>\$1,259,932</u>
Amendment Amount	<u>\$1,250,000</u>
Total Contract Amount	<u>\$2,509,932</u>
Cost Center	<u>9300051000</u>

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 4

It is hereby agreed to amend Contract No. 18-672, effective July 1, 2021, as follows:

SECTION II. SERVICE RESPONSIBILITIES

Paragraph R is amended to read as follows:

- R. Complete delineated functions as stipulated in the 340B Scope of Work (Attachment A3). Fulfill all activities and deliverable as delineated in the Preparedness and Response (PRP) Pharmacist Scope of Work (Attachment B and B1).

SECTION V. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$2,509,932 and shall be subject to availability of funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel

and per diem. It includes the original contract amount and all subsequent amendments and is broken down as follows:

Original Contract	\$298,466	September 1, 2018 through August 31, 2019
Amendment No. 1	\$298,466	September 1, 2019 through August 31, 2020
Amendment No. 2	\$300,000	September 1, 2020 through August 31, 2021
Amendment No. 3	\$363,000	January 6, 2021 through June 30, 2021 (for PRP)
Amendment No. 4	\$950,000	July 1, 2021 through August 31, 2022 (for PRP)
Amendment No. 4	\$300,000	September 1, 2021 through August 31, 2022

Paragraph B is amended to read as follows:

1. Contractor shall be reimbursed for all activities/deliverables as delineated in the Scope of Work (Attachments A, A1, and A2) and shall not exceed the following, effective September 1, 2020 through August 31, 2021:

Deliverable	Limitation/Note	Cost
Consultant Services	All-inclusive rate of \$127.02 per hour. Not to exceed 2080 hours per year.	\$264,202
Specialist Support*	All-inclusive rate of \$162.23 per hour. Not to exceed 220 hours.	\$35,798
Total		Total cost not to exceed \$300,000

Contractor shall be reimbursed for all activities/deliverables as delineated in the 340B Scope of Work (Attachment A3) and shall not exceed the following, effective September 1, 2021 through August 31, 2022:

Deliverable	Limitation/Note	Cost
Consultant Services	All-inclusive rate of \$127.02 per hour. Not to exceed 2080 hours per year.	\$264,202
Specialist Support*	All-inclusive rate of \$162.23 per hour. Not to exceed 220 hours.	\$35,798
Total		Total cost not to exceed \$300,000

The initial inclusion for a Pharmacy Technician was previously recommended, but based on review and the program's higher level needs, a Specialist Support classification is better suited to address the continuous maintenance of the 340B Pharmacy program.

*Specialist Support will include those services from Contractor needed to optimize the pharmacy operations. These may include, but may not be limited to, ongoing operational support of County's 340B program and enrollment (excluding compliance or regulatory audits or legal guidance), Operational, Specialty Pharmacy, Project Management, and Administrative support services.

2. Contractor shall be reimbursed for all activities/deliverables as delineated in the Preparedness and Response Program (PRP) Pharmacist Scope of Work (Attachment B and B1), effective January 6, 2021 through August 31, 2022.

Deliverable	Limitation/Note	Cost
Pharmacists** Up to three (3) FTE's	All-inclusive rate of \$127.02 per hour. Not to exceed 120 hours per week combined. In addition, a 10% differential will be paid for hours worked between 6:00 p.m. to 11:00 p.m. PST	\$1,313,000
Total		Total cost not to exceed \$1,313,000

** Due to the COVID-19 pandemic, there is a need to increase pharmacy support services to augment the current community efforts implemented by the Preparedness and Response Program. These may include, but may not be limited to, ensuring regulatory compliance with COVID-19 vaccine disbursement and other medication needs. Pharmacists will be assigned to the Preparedness and Response Program medication room and support the distribution of COVID-19 vaccine and related COVID-19 medications, test kits and specimens, and medical ancillary supplies.

SECTION VIII. TERM

Amend Section VIII to read as follows:

This Contract is effective as of September 1, 2018, and is being extended from its amended expiration date of August 31, 2021, to an expiration date of August 31, 2022, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

SECTION IX. EARLY TERMINATION

Amend Section IX to read as follows:

- A. The County may terminate the Contract immediately under the provisions of Section VII, Paragraph B, Item 5 of the Contract. In addition, the County may terminate or partially terminate any portion of this contract without cause by the County by serving a written notice to the Contractor thirty (30) days in advance of termination. The Assistant Executive Officer for Human Services is authorized to exercise the County's rights with respect to any termination of this Contract.
- B. Contractor shall only be reimbursed for costs and uncancelable obligations incurred prior to the date of termination. Contractor shall not be reimbursed for costs incurred after the date of termination.

ATTACHMENTS

ATTACHMENT A3 – Add 340B Scope of Work (September 1, 2021 – August 31, 2022)

ATTACHMENT B1 – Add Preparedness and Response Program (PRP) Pharmacist Scope of Work (July 1, 2021 – August 31, 2022)

All terms and conditions of Contract No.18-672 remain in full force and effect.

COUNTY OF SAN BERNARDINO

►

Curt Hagman, Chairman, Board of Supervisors

Dated: _____
SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

Lynna Monell
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

Comprehensive Pharmacy Services, LLC

(Print or type name of corporation, company, contractor, etc.)

By ►

(Authorized signature - sign in blue ink)

Name Jeffrey D. Foreman

(Print or type name of person signing contract)

Title Group President

(Print or Type)

Dated: _____

Address 655 Metro Place South, Suite 450

Dublin, OH 43017

FOR COUNTY USE ONLY

Approved as to Legal Form

►

Adam Ebright, County Counsel

Date _____

Reviewed for Contract Compliance

►

Jennifer Mulhall-Daudel, HS Contracts

Date _____

Reviewed/Approved by Department

►

Andrew Goldfrach, Interim Director

Date _____

SAN BERNARDINO COUNTY DEPARTMENT OF PUBLIC HEALTH (DPH)
Comprehensive Pharmacy Services (CPS)
340B SCOPE OF WORK

September 1, 2021 – August 31, 2022

PHARMACY SERVICES

CPS will provide one Pharmacist who will perform the following functions:

MANAGEMENT OF THE MEDICATION USE PROCESS:

- Serve as the consultant pharmacist for the Pharmacy License for all health centers and clinics.
- Conduct annual or as needed inspections of the medication areas of all health center/clinics and provide inspection reports.
- Maintain the purchasing system, including updating policies and procedures as necessary.
- Provide quarterly educational in-services to the provider and/or nursing staff at each location.
- Participate in monthly provider meetings to include presentation(s) on medications and provide pharmacy update.
- Work with DPH to facilitate the use of software applications supporting pharmacy services.
- Coordinate implementation and management of contract pharmacies that will dispense medications purchased under the 340B program.

CLINICAL PHARMACY SERVICES:

- Consult with providers on specialty drug management, i.e. Hepatitis C and HIV/AIDS and Maternal Health Clinics.
- Participate in the development and implementation of strategies aimed at reducing opioid use.
- Participate in the Medication-Assisted Treatment (MAT). Program requirements related to medication ordering and dispensing.
- Provide patient and provider education.

PROCUREMENT OF MEDICAL SUPPLIES:

- Consult with vendors to ensure maintenance of established medical supplies par levels at health centers/clinics; this includes purchasing of medication and medical supplies (i.e. Personal Protective Equipment (PPE)).
- Maintain collaborative relationships with vendors on behalf of DPH.

SPECIALIST SUPPORT SERVICES

CPS will provide a Specialist who will perform the following functions:

- Engage in Administrative Consultation Oversight related to pharmacist service delivery in compliance with HRSA requirements.
- Participate in on-going reviews of auditing reports and follow-up requirements.
- Quarterly meetings with health center and clinic administration.
- Perform an annual compliance review of the 340B program and deliver a report including observations and recommendations.

County retains sole responsibility for the implementation, management, and maintenance of the health center's 340B Program, including such 340B Program's compliance with all applicable laws.

SAN BERNARDINO COUNTY DEPARTMENT OF PUBLIC HEALTH (DPH)

Comprehensive Pharmacy Services (CPS)
 Preparedness and Response Program (PRP)
Pharmacist Scope of Work

July 1, 2021 – August 31, 2022

Overview

The purpose of this Scope of Work (SOW) is to describe the duties and timeline for completion of responsibilities given to pharmacist(s) appointed to the Preparedness and Response Program (PRP) medication room.

PRP is requesting up to three (3) full time equivalent (FTE) pharmacists to support the distribution of COVID-19 vaccine and related COVID-19 medications, treatment, test kits and specimens, and medical ancillary supplies. If PRP determines that additional pharmacist(s) are needed, PRP shall submit such request in writing (email being sufficient) to Phil Bruno at Philip.Bruno@cpspharm.com (providing at least forty-eight (48) hours prior notice) for Contractor to determine whether such request can be fulfilled. The total number of pharmacists will not exceed three. Scheduling will be coordinated between PRP and Contractor.

Daily coverage may include weekends: 5:00 A.M. – 11:00.P.M.

Contractor to provide monthly invoice including all support documentation representing hours worked and activities performed for hours claimed for reimbursement.

Required knowledge

Pharmacist(s) assigned must be familiar with:

- Business and Professions Codes 4160-4169 and 4053
 - CDC and CDPH guidance for vaccine storage and handling
 - California state and federal laws relating to the distribution of dangerous drugs/devices and/or controlled substances
 - Quality control systems
 - United States Pharmacopoeia standards relating to the safe storage and handling of drugs
 - Prescription terminology, abbreviations, dosages, and formats
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Roles and Responsibilities

Pharmacist(s) responsibilities will include:

- Ensuring:
 - Medication room is secure at all times and only authorized staff are provided access.
 - Quality control and assurance of medical supplies received (test kits, medication, vaccine ancillary supplies, therapies, etc.).
 - Fulfillment of resource requests for medication room assets.
- Prepare, pick and pull deployed medical supplies to requested facilities/agencies and any medical room assets (including test kits, vaccine, therapies, etc.).
- Tracking and reconciling of inventories for:
 - Warehouse and medication room supplies.
 - Test kits and supplies.
 - COVID-19 vaccine allocations and ancillary supplies.
- Conducting check in and transfer of custody for all medication room assets.
- Documenting all incoming supplies, outgoing deployments and fulfilled resource requests.

- Maintaining cold chain of COVID-19 vaccine and therapies including medications, specimens, etc. according to regulatory requirements.
- Developing and reviewing standard operating procedures for medication room.
- Anticipating/forecasting potential resource needs for future events.
- Coordinating the procurement of items and supplies needed for the medication room.
- Ensuring the safety and integrity of the vaccine.
- Reviewing the quantity of supplies received and deployed; providing recommendations on changes to operations to ensure the safety and integrity of the vaccine.

Expectations

Pharmacist(s) will be expected to complete the duties within the timeframe shown below.

Task	Due Date	Required Documentation
Ensure contingency plans are in place for the medication room.	August 31, 2021	Agreements with secondary and tertiary locations for vaccine storage. Updated Standard Operating Guidelines.
Fulfillment of tasks based on the report provided for medication room	December 31, 2021	Log of actions taken and date of completion. Reviewed at least monthly.
Provide quality assurance oversight of vaccine handling (i.e. cold chain logs, etc.)	As needed	Summary report (bi weekly)
Coordinate calibration testing for temperature monitoring devices (TMD)	As needed	Calibration logs
Ensure temperature logs are recorded at end of day	Daily	Temperature logs
Coordinate regular maintenance of refrigerators, freezers, and ultra-low storage containers	Monthly	Maintenance logs
Maintain time record of vaccines returned or placed in the ULS after room temperature exposure	Daily	Ultra-low storage log
Training of medication room support staff to ensure compliance	As needed	Training logs to include topics and individuals trained
Notify all couriers/handlers of vaccine of changes to vaccine protocols	As needed	Memos/Checklist Updates
Attendance at Department Operations Briefings and other relevant meetings regarding vaccine distribution	As needed	Attendance log
Recommendations to ensure vaccine safety and integrity for operations	As needed	Vaccine safety meeting, e-mail

Reporting requirements

Pharmacist(s) will be required to report the following:

Report	Frequency	Recipient
Inventory of all stored vaccines by 5PM	Daily	DOC Logistics or designee
Reconciliation of medical room assets	As needed	DOC Director or designee
Ensure adequate supplies for the medication room; review and order supplies in coordination with the Designated Representative in Charge	Weekly	PRP Designated Representative in Charge or designee
Temperature monitoring device (TMD) calibration testing status	As needed	PRP Designated Representative in Charge or designee
Others, as needed	TBD	DOC Director or designee

Position evaluation

Pharmacist positions will be evaluated prior to August 31, 2022 and may be terminated earlier based on medication room needs throughout the COVID-19 pandemic.

Early Termination

In the event services are no longer required or funding is no longer available, Contract is subject to early termination or partial termination as stipulated under this amendment.
