

ANNA M. ROTH, R.N., M.S., M.P.H.
HEALTH SERVICES DIRECTOR


SAMIR B. SHAH, M.D., F.A.C.S.
CHIEF EXECUTIVE OFFICER
CONTRA COSTA REGIONAL MEDICAL CENTER
AND HEALTH CENTERS
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CONTRA COSTA HEALTH SERVICES



CONTRA COSTA REGIONAL
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AND HEALTH CENTERS

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To: Anna Roth, R.N., Health Services Director
Attention: Tasha Scott, Director of Contracting, Health Services Department

From: Samir B. Shah, M.D., Chief Medical Officer, Chief Executive Officer 

Date: 1/24/2022

Re: Retroactive approval for ECG Management Consultants, LLC, Contract #76-658

Please approve this retroactive action for the amendment of the payment limit for ECG Management Consultants contract for the period from October 1, 2021, through June 14, 2022. An additional \$380,000 is being requested, increasing the payment limit to \$760,000.

- 1. Explanation of Delay:** ECG Management Consultants has been providing consultation services for improvements in the Contra Costa Health Services Appointment Unit. As the project has moved forward, adjustments have been made to address additional scopes of work. A new scope of work was agreed upon by all parties, and the amendment was submitted in, October 2021. An additional delay occurred when this organization was mistaken for another in the California state Business Entities record search whose status was listed as inactive.
- 2. Justification:** EGC Management Consultants are providing consultation services to CCRMC and Health Centers regarding best practices in staffing and scheduling efficiency in the Appointment Unit, a primary call center for patients seeking appointments in our system.
- 3. Future Actions:** There are no future actions related to this contract. It is expected that the activity related to this contract will no longer be needed after contract expiration.

We respectfully request that the renewal contract with ECG management consultants be approved.

