



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order with Coffey Communications, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Coffey Communications, Inc., in an amount not to exceed \$180,000 for content, layout, proofreading, copyediting, and printing the Contra Costa Health Plan members' "Health Sense" newsletter for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

100% funding is included in the Contra Costa Health Plan Enterprise II.

BACKGROUND:

The CCHP is required by various contracts to distribute critical health information to its members. CCHP uses this newsletter to update members on resources, health education classes, preventive health guidelines, flu clinics, schedules, and/or any other important information. Coffey Communications maintains a library of content that CCHP utilizes to draft its newsletters and the utilization of Coffey Communications, Inc., has been steadily increasing as its membership continues to increase.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Candace Andersen, District II
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 7, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the CCHP will not be able to provide quarterly Health Sense newsletters to CCHP members.