



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 10, 2021

Subject: Contract #26-755-13 with Brown Miller Communications, Inc.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-755-13 with Brown Miller Communications, Inc., a corporation, in an amount not to exceed \$250,000, to provide consultation, technical assistance and strategic planning with regard to the Affordable Care Act and COVID-19 communications, for the period from September 1, 2021 through August 31, 2022.

**FISCAL IMPACT:**

Approval of this contract will result in annual expenditures of up to \$250,000 for a 1 year period and will be funded as budgeted by the Department by 60% Federal Emergency funds (CARES Act)(\$150,000) and 40% by Hospital Enterprise Fund I (\$100,000). (No rate increase)

**BACKGROUND:**

On March 10, 2020, the Board of Supervisors requested that the Governor proclaim a State of Emergency in Contra Costa County (Gov. Code Section 8625) due to COVID-19. The Health Department must use all available preventative measures to combat the spread of COVID-19 which includes testing and vaccine administration. The Department must enter

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/10/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V 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 10, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Anna Roth,  
925-957-2670

cc: Marcy Wilhelm

into contracts for these services and competitive bidding requirements are suspended to the extent necessary to address the effects of COVID-19.

### BACKGROUND: (CONT'D)

On September 11, 2018, the Board of Supervisors approved Contract #26-755-8 with Brown Miller Communications, Inc., in amount not exceed \$140,000, to provide consultation and technical assistance with strategic planning to implement the Affordable Care Act, for the period from September 1, 2018 through August 31, 2019.

On July 9, 2019, the Board of Supervisors approved Amendment/Extension #26-755-9 to increase the payment limit by \$170,000 to a new payment limit \$310,000 and to extend the termination date from August 30, 2019 to August 31, 2020, for assistance with additional strategic planning to implement new opportunities presented through Health Care Reform.

On January 21, 2020, the Board of Supervisors approved Amendment #26-755-10 to increase the payment limit by \$125,000 to a new payment limit of \$435,000 with no change in the term, to provide additional support and planning for new opportunities presented through Health Care Reform.

On March 31, 2020, the Board of Supervisors approved Amendment #26-755-11 to increase the payment limit by \$200,000 to a new payment limit of \$635,000 and to extend the term from August 31, 2020 to August 31, 2020<sup>1</sup> to provide additional communication support services with regard COVID-19.

On July 28, 2020, the Board of Supervisors approved Amendment #26-755-12 to increase the payment limit by \$900,000 to a new payment limit of \$1,535,000 with no change in the term to provide additional communication support regarding COVID-19.

Approval of Contract #26-755-13 will allow this contractor to continue to provide consultation, technical assistance and strategic planning with regard to the Affordable Care Act and COVID-19 communications through August 31, 2022.

### CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not have access to the contractor's strategic planning services.