



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 9, 2022

Subject: Rescind Prior Board Action Pertaining to Clarification of Board Action of July 12, 2022, Item (C.120)

RECOMMENDATION(S):

RESCIND Board Action of July 12, 2022 (C.120), which pertained to a contract with Spin Recruitment, Inc., and AUTHORIZE the Auditor-Controller to pay Spin Recruitment, Inc., an amount up to \$61,616 for the provision of advertising services for the Health Services Department's Personnel Unit for the period December 1, 2021 through March 31, 2022.

FISCAL IMPACT:

Approval of this action will authorize payment in an amount of \$61,615.39 and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:

In April 2022, the County Administrator approved and the Purchasing Services Manager executed Contract #23-467-11 with Spin Recruitment, Inc., in an amount of \$100,000, to provide advertising services including, developing recruitment advertisements and insertion of advertisements in newspapers, professional journals and internet web pages, for the period from April 1, 2022 through March 31, 2023.

In June 2022, the County Administrator approved and the Purchasing Services Manager

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/09/2022** ☒ 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 9, 2022

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

By: Antonia Welty, Deputy

Contact: Jo-Anne Linares,
925-957-5240

executed Amendment Agreement #23-467-12 with Spin Recruitment, Inc., effective June 1, 2022, to add \$25,000 to a new total payment limit of \$125,000 for additional advertising services including, developing recruitment advertisements and insertion of advertisements in newspapers, professional journals and internet web pages, with no change in the term April 1, 2022 through March 31, 2023.

On July 12, 2022, the Board of Supervisors approved Board Item (C.120) which authorized the Auditor-Controller to pay the Spin Recruitment, Inc. in an amount of \$61,615.39 for advertising services provided in good faith for the period from February 1, 2022 through March 31, 2022.

The Health Services Department now requests that the prior Board action of July 12, 2022 be rescinded due to the dates being incorrect. The dates of outstanding demands go back to December 1, 2021. This correction will allow the Auditor-Controller to issue payment for outstanding demands back to December 1, 2021.

BACKGROUND: (CONT'D)

Due to staffing shortages and the transition of assignments in Health Services Department's Personnel Unit, the contract was not being monitored closely. The Unit now has dedicated staff to monitor and track the usage of this contract to ensure timely amendments if necessary.

CONSEQUENCE OF NEGATIVE ACTION:

If this recommendation is not approved, the prior Board action will not be corrected and the payment for services to the contractor will not be paid in full due to the error in dates on board action Item (C.120) approved on July 12, 2022.