



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/19/2018

Agenda Placement: 6F

NAPA COUNTY BOARD OF SUPERVISORS

Board Agenda Letter

TO: Board of Supervisors

FROM: AMANDA GIBBS for Mary Butler - Chief Probation Officer
Probation

REPORT BY: Ferlyn Buenafe, Staff Services Manager - 707.253.4126

SUBJECT: Agreement with Via Heart Project

RECOMMENDATION

Chief Probation Officer requests approval of and authorization for the Chair to sign an agreement with Via Heart Project for the term July 1, 2018 through June 30, 2019 with three automatic one-year renewals and maximum annual compensation of \$1,000 for the maintenance of two (2) automated external defibrillators (AEDs) located in the Probation Department.

EXECUTIVE SUMMARY

The Department has contracted with this vendor for three years. Approval of this Agreement provides for an additional four years of maintenance services for two (2) AED's in Probation offices.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Probation (14200-00)
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The AEDs are important safety equipment for both the public conducting business in County facilities and County employees
Is the general fund affected?	Yes

Future fiscal impact: Funds have been budgeted in the FY 2018-19 Recommended Budget and will be budgeted accordingly in succeeding fiscal years. The Agreement has three, one-year automatic renewal provision. The maintenance program costs \$400 per year for each AED device.

Consequences if not approved: The AEDs may not be maintained properly and contracting with Via Heart Foundation ensures compliance with state and local laws.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The current Agreement will term on June 30, 2018 and was originally approved by the Chief Probation Officer for the vendor to provide annual maintenance for two (2) AED's located at Probation offices. The maintenance program includes the following services: site assessment assistance, policy and procedure assistance, medical direction, monthly maintenance e-mails, event evaluation, recall assistance, trained responder tracking, pad replacement (in the event of use), and replacement of electrodes and battery (upon expiration).

Today's action replaces the current Agreement with updated terms and continues the maintenance services during fiscal year 2018-19 with three (3) automatic, one-year renewals. Per the Purchasing policy, this Agreement requires Board approval.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp