



AGENDA SHEET

BOARD MEETING DATE:	October 21, 2024
AGENDA CATEGORY:	Consent Agenda
DATE OF AGENDA SHEET:	October 16, 2024
PREPARED BY:	Cimberlee Keesbery
PRESENTED BY:	Procurement Department

SUBJECT:

Recommendation to award a sole source contract to Community Health Services, Inc., for community dental services for the Public Health Department.

SUMMARY:

In accordance with Article 3.5 of the Garfield County Procurement Code, we are asking the BOCC for approval of a Sole Source contract with Community Health Services, Inc., as justified in the attached sole source justification form.

NECESSARY BOARD ACTION:

Discuss and either approve or disapprove of the contract with **Community Health Services, Inc.**, for community dental services in the amount of **\$126,279.00** and authorize signature of the contract if approved.

STAFF RECOMMENDATION:

It is the recommendation of staff that the Board approve the contract with **Community Health Services, Inc.**, for community dental services in the amount of **\$126,279.00** for the Public Health Department.

Sole Source Justification

Garfield County Procurement Code Article 3.5


Sole Source refers to the supplier, not the product or service to be obtained from the supplier.

A Sole Source Purchase is any purchase of a good or service with a contract requirement of \$10,000 or more that does not meet the competition solicitation standards of either a Simplified Purchase or a Standard Purchase, and includes any contract amendment or extension outside the terms of the original solicitation and contract.

A Sole Source Purchase is justified when the required item or service is available only from a single supplier under the prevailing conditions and is permissible only after the County Manager approves this Justification.

Based upon the following information, the undersigned requests that the County Manager approve a Sole Source Purchase:

- 1. Description of Good/Service required, as more specifically identified in the attached Specifications or Scope of Work: **FY 2024-2025 Community Health Services Contract** (attachment is required).
- 2. Amount Budgeted and Appropriated: \$ **126,279**.
- 3. Will the contract term need to extend beyond the current calendar year? **Yes**
- 4. Proposed Contractor/Vendor: **Community Health Services, Inc. (CHS)**
- 5. The reason(s) this Contractor/Vendor is the only supplier for this Good/Service is/are: **Garfield County Public Health partners with CHS to fulfill the requirements of the Colorado Department of Public Health and Environment (CDPHE) Oral Health grant. Under the contract, CHS would receive \$126,279. \$104,799 from CDPHE funds, and \$21,480 from Garfield County funds. There are no other public health dental providers in the Garfield, Western Eagle, or Pitkin County region aside from CHS. Please see attached narrative on page 2.**

Completed by:  Date: 9-19-24

Name: Carrie Godes
Title: Public Health Specialist III

Approved:  Date: 9-20-2024

County Manager

Good/Service is/are:

The CDPHE Oral Health Unit supports four regional oral health departments in the state to provide rural preventive oral healthcare services.

- Garfield County Public Health
- Chaffee County Public Health
- San Juan Basin Public Health
- Northeast Colorado Health

These health departments must be able to fulfill the scope of work outlined in the annual CDPHE oral health contract and employ a Licensed Dental Hygienist with experience administering public health dental programs in their local community.

There are no other prevention-oriented dental programs or providers presently operating in Garfield County or the surrounding area. Garfield County Public Health and the CDPHE developed the regional oral health program in collaboration with CHS to fulfill state-wide oral health goals.

CHS is uniquely positioned to be able to support dental staff as part of its public health mission and must secure additional outside funding to maintain oral health programming as a core component of its service.

Working with the non-profit and for-profit dental providers in the region, Garfield County Public Health has assessed the availability of providers to fulfill this scope of work and determined that CHS is the only agency that has the required licensed staff, work history, organizational commitment, and ability to generate the additional funds to fulfill the requirements of the contract.



Budget Worksheet Report

Budget Year 2024

Account Account Description 2024 BOCC final approval

Fund **119 - Public Health**

EXPENSE

Department **19 - Public Health**
 Sub Department **001 - General Operations**
Professional & Tech Svcs
Other Professional

4330 Professional - Other 220,792.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
BOCC final approval	Health Officer	1.0000	3,000.00	3,000.00
BOCC final approval	Healthy Beveridge Contract	1.0000	48,000.00	48,000.00
BOCC final approval	School Based Dental program	1.0000	55,000.00	55,000.00
BOCC final approval	State Dental Contract (CHS reimbursement)	1.0000	104,792.00	104,792.00
BOCC final approval	TB program expenses	1.0000	10,000.00	10,000.00
BOCC final approval Totals				\$220,792.00

Other Professional Totals \$220,792.00

Professional & Tech Svcs Totals \$220,792.00

Sub Department **001 - General Operations** Totals \$220,792.00

Department **19 - Public Health** Totals \$220,792.00

EXPENSE TOTALS \$220,792.00

Fund **119 - Public Health** Totals

EXPENSE TOTALS \$220,792.00

Fund **119 - Public Health** Totals (\$220,792.00)

Net Grand Totals

REVENUE GRAND TOTALS \$0.00

EXPENSE GRAND TOTALS \$220,792.00

Net Grand Totals (\$220,792.00)

This is funded in part by State funds. There is sufficient budget through December 31, 2024. Upon the final approval of the 2025 budget, the remaining funds will appropriated next year.

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

COMMUNITY HEALTH SERVICES, INC.

is a

Nonprofit Corporation

formed or registered on 03/31/1971 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19871228053 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 10/14/2024 that have been posted, and by documents delivered to this office electronically through 10/16/2024 @ 12:56:21 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 10/16/2024 @ 12:56:21 in accordance with applicable law. This certificate is assigned Confirmation Number 16478226 .



A handwritten signature in blue ink that reads "Jena Griswold".

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."