



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 9/2/2019

Q26125 - Aging and Caregiver Supportive Service -ORDINANCE

Agenda Item#:

### **Summary:**

ORDINANCE approving and authorizing various vendor agreements between the City and (1) **BROWN STERLING BUILDERS, INC.**, (2) **HCG MANAGEMENT, LLC, dba HONESTY CONSTRUCTION GROUP**, (3) **CATHOLIC CHARITIES of the ARCHDIOCESE of GALVESTON-HOUSTON**, and (4) **MEDCO RESPIRATORY INSTRUMENTS, INC. dba EPIC MEDICAL SOLUTIONS**, respectively, for various services provided to older adults through Harris County Area Agency on Aging of the Houston Health Department; providing maximum contract amounts; containing provisions relating to the subject; providing for severability, and declaring an emergency.

### **Background:**

**Request for Qualifications received June 28, 2018 for S72-Q26125 - Approve an ordinance awarding various vendor agreements to (1) Brown Sterling Builders, Inc., (2) HCG Management, LLC, Db a Honesty Construction Group, (3) Catholic Charities of the Archdiocese of Galveston-Houston, and (4) Medco Respiratory Instruments, Inc. Db a Epic Medical Solutions in the maximum contract amount not to exceed \$837,500.00 for aging and caregiver supportive services for older adults in Harris County for the Houston Health Department.**

### **Specific Explanation:**

The Director of Houston Health Department and the Chief Procurement Officer recommend that City Council approve an ordinance awarding **three-year contracts with two one-year options to (1) Brown Sterling Builders, Inc., (2) HCG Management, LLC, Db a Honesty Construction Group, (3) Catholic Charities of the Archdiocese of Galveston-Houston, and (4) Medco Respiratory Instruments, Inc. Db a Epic Medical Solutions, respectively** in the maximum contract amount not to exceed **\$837,500.00** for Aging and Caregiver Supportive Services for Older Adults to the Houston Health Department (HHD). The Director of HHD may terminate this Agreement at any time giving 30 (thirty) days written notice to the contractor, with a copy of the notice to the Chief Procurement Officer.

There are five (5) distinct program services requirement options within the RFQ. The scope of work requires the various contractors to provide the following program services:

#### **Option 1: Support Services**

Emergency Response  
Evidence-Based Interventions  
Legal Assistance (Representation)  
Ombudsman Services  
Residential Repair Services

#### **Option 2: Family Caregiver Support Services**

Caregiver Information Services  
Caregiver Respite Care-In Home  
Caregiver Respite Care-Institutional

#### **Option 3: Health Promotion Services**

Dental Services Hearing Services  
Vision Services  
Prescription Assistance  
Medical Supply Provider  
Mental Health Provider

#### **Option 4: In-home Services**

Chore Maintenance  
Personal Assistance Visiting

#### **Option 5: Direct Purchase of Service Program**

Fiscal Agent

The Request for Qualifications (RFQ) was advertised in accordance with the requirements of the State of Texas bid laws and as a result, submission of qualifications were received from various Contractors. The evaluation committee consisted of evaluators from Houston Health Department, Houston Public Works and Housing and Community Development. The qualifications were evaluated based upon the following criteria:

1. Qualifications
2. Experience/Collaborative Initiatives
3. Proposed Program and Operational Design
4. Evaluation/Quality Management

The following Contractors received the highest overall scores after a comprehensive evaluation. The Evaluation Committee (EC) are confident that the Contractors are well qualified to perform the required services as outlined in the RFQ.

Contractors Name	FY2020	OUT YEARS	TOTAL AWARD
Brown Sterling Builders, Inc.	\$50,000.00	\$200,000.00	\$250,000.00
HCG Management, LLC, Db Honesty Construction Group	\$50,000.00	\$200,000.00	\$250,000.00
Catholic Charities of The Archdiocese Of Galveston- Houston	\$35,000.00	\$140,000.00	\$175,000.00
Medco Respiratory Instruments, Inc. Db Epic Medical Solutions	\$32,500.00	\$130,000.00	\$162,500.00

**M/WBE Participation**

M/WBE Zero Percentage Goal approved by Office of Business Opportunity

**Pay or Play Program:**

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors.

In this case, Brown Sterling Builders, Inc. and HCG Management, LLC, DBA Honesty Construction Group has elected to pay into the Contractor responsibility Fund and provide health benefits to eligible employees in compliance with City policy.

In this case, Catholic Charities of the Archdiocese of Galveston-Houston and Medco Respiratory Instruments, Inc. DBA Epic Medical Solutions has elected to play and will provide health benefits to eligible employees in compliance with City policy.

**Hire Houston First:**

The proposed procurement may be funded by a federal grant; therefore, exempt from "Hire Houston First" (HHF) ordinance that promotes economic opportunity for Houston Business and support job creation.

**Fiscal Note:**

No fiscal note is required on grant items.

9/11/2019

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*Jerry Adams*  
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Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division

DocuSigned by:  
*Stephen Williams*  
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Department Approval Authority

9/11/2019

Estimated Spending Authority			
DEPARTMENT	FY2020	OUT YEARS	TOTAL
Houston Health Department	\$167,500.00	\$670,000.00	\$837,500.00

**Amount of Funding:**

\$837,500.00  
Federal State Local-Pass Through Fund  
Fund No.: 5030

**Contact Information:**

NAME:	DEPARTMENT/DIVISION	PHONE
Richard Morris, Division Manager	FIN/SPD	832.393.8736
Yvette Smith, Sr. Procurement Specialist	FIN/SPD	832.393.8765
Stephen Williams, HHD	HHD	832.393.5001

**ATTACHMENTS:****Description**

Form B

Medco-Tax Log

OBO- Waiver

Medco POP1 &amp; 2

Medco-Fair Camp.

Medco-Affidavit

HCG-POP 1

HCG-POP 2

HCG- Affidavit

HCG-Tax Log

HCG-Fair Camp.

Combined COF

Medco-COF

HCG-COF

Brown &amp; Sterling-Tax Log

Brown &amp; Sterling COF

Brown &amp; Sterling -POP 1 &amp; 2

Brown &amp; Sterling- Fair Camp.

Brown &amp; Sterling -Affidavit

Catholic Charities-COF

Catholic Charities-Tax Log

Catholic Charities- Fair Camp.

Catholic Charities-POP 1 &amp; 2

Catholic Charities- Affidavit

Medco-Signed COntract

Brown Sterling\_Contract\_Aging &amp; Caregiving

Catholic Charities\_Contract\_Aging &amp; Caregiving

HCG dba Honesty\_Contract\_Aging &amp; Caregiving

Medco dba Epic\_Contract\_Aging &amp; Caregiving

Funding\_Aging &amp; Caregiving

Ordinance\_Aging &amp; Caregiving

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Contract/Exhibit

Contract/Exhibit

Contract/Exhibit

Contract/Exhibit

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Ordinance/Resolution/Motion