

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	<u>Maxim Healthcare Staffing Services, Inc.</u>	Division/Section	<u>SFHN - Nursing</u>
Address	<u>7227 Lee Deforest Drive,</u>	Deputy Director	<u>Roland Pickens</u> ^{DS}
	<u>Columbia, MD 21046</u>	DPH Administrator	<u>Terry Dentoni</u> ^{DS}
Contact	<u>Troy Kato</u>	Program Administrator	<u>Gillian Otway</u> Phone <u>628-206-3780</u>
	<u>Business Development Manager</u>	Contract Analyst	<u>Lin Qiu</u> Phone <u>415-554-2612</u>

Request for approval of a new contract with Maxim Healthcare Staffing Services, Inc in the amount of \$3,248,000, including a 12% contingency, for temporary traveling certified nursing assistant and patient care assistant registry personnel in support of the Department’s COVID-19 response and for ongoing operational needs in the San Francisco Health Network, Zuckerberg San Francisco General Hospital & Trauma Center (ZSFG), Laguna Honda Hospital (LHH) and other San Francisco Health Network facilities, for the term of October 1, 2021 through June 30, 2023 (21 months).

Profit
 Non-Profit
 LBE
 RFP-Number: 6-2021
 Date: 1/28/2021
 New
 Renewal
 Mod
 Sole Source
 Date: _____

Number of years DPH has been doing business with this organization: 0

CONTRACT INFORMATION:

	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(New)	10/1/2021-6/30/2023	
<u>Funding Sources:</u>			
FEMA (Federal disaster aid reimbursement for eligible services), Coronavirus Aid, Relief, and Economic Security (CARES) Act, insurance reimbursement and City General Fund.	-\$0-	\$2,900,000	-\$0-
TOTAL DPH REVENUES	-\$0-	\$2,900,000	-\$0-
12% Contingency Amount	-\$0-	\$348,000	-\$0-
CONTRACT TOTAL	-\$0-	\$3,248,000	-\$0-
<i>ANNUAL AMOUNT OF CONTRACT (estimate)</i>	-\$0-	\$1,657,143	-\$0-
Agency Funds	-\$0-	-\$0-	-\$0-
Contract FTE	N/A	N/A	N/A

PROPOSED:

Mode(s) of Service & Unit of Service

Definition:

	No. Of Clients	No. of Units (Hours)	Unit Cost (Per Hour) (See page 2 for rates by specialty)
	N/A Duplicated		
	N/A Unduplicated	As-Needed	

One Unit of Service = One Hour of Assistant Services

<i>Emergency Rate</i>	12 Hour Shift Base Rate (per Hour)	Night Shift Base Rate (per Hour)	8 Hour Base Rate (per Hour)	Overtime Rate (per Hour)
Certified Nursing Assistant and Patient Care Assistant: Specialty 1 (Operating Room, Critical Care, Emergency Department, NICU, Labor & Delivery, Cath Lab, PeriOp, Acute HD, Radiology, Peds, Tele)	\$70.00	\$70.00	\$70.00	\$87.50
Certified Nursing Assistant and Patient Care Assistant: Non Specialty	\$70.00	\$70.00	\$70.00	\$87.50
<i>Non- Emergency Rate</i>				
Certified Nursing Assistant and Patient Care Assistant: Specialty 1 (Operating Room, Critical Care, Emergency Department , NICU, Labor & Delivery, Cath Lab, PeriOp, Acute HD, Radiology, Peds, Tele)	\$60.00	\$60.00	\$60.00	\$75.00
Certified Nursing Assistant and Patient Care Assistant: Non Specialty	\$60.00	\$60.00	\$60.00	\$75.00

Explanation of Service Change and Variances:

This is a new contract.

Monitoring Report/Program Review & Follow-up:

The contract will be monitored in accordance with all applicable Departmental procedures through the Department of Nursing.

Nondiscrimination and Cultural Competency:

The Contractor will participate in applicable cultural competency requirements.

Other Significant Issues:

Maxim Healthcare Staffing Services, Inc. will provide as-needed, temporary traveling certified nursing assistant and patient care assistant registry personnel to the San Francisco Health Network, Zuckerberg San Francisco General Hospital & Trauma Center (ZSFG), Laguna Honda Hospital (LHH) and other San Francisco Health Network facilities in support of the Departments COVID-19 response and for ongoing operational needs.

Maxim Healthcare Staffing (Maxim) is an extension of Maxim Healthcare Group, and one of three entities in Maxim's family of companies. Maxim Healthcare Staffing Services, Inc. has been in business for more than 30 years and has a nationwide suite of services includes home healthcare, companion and behavioral care, healthcare staffing, and workforce solutions.

RFP 6-2021 established three contracts, where the highest ranked proposer was deemed "Primary", the second highest ranked proposer was deemed "Backup No.1", and the third highest ranked proposer was deemed "Backup No.2". If approved by the Health Commission, Maxim Healthcare Staffing Services, Inc. will be "Backup No.2". Maxim Healthcare Staffing Services, Inc. was selected under RFP 6-2021 as the third highest ranked proposer.

The RFP allows for a contract of up to 9 years which includes contract options which may or may not be exercised.

Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director

Executive Director: William Butz, President, Chief Executive Officer

Board of Directors:

James C. Davis
William Butz
Randall Sones

