

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DOMINIQUE KURIHARA, RISK MANAGER
HUMAN RESOURCES
SUBJECT: FOURTH AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT WITH W. SOLUTIONS, INC. FOR SAFETY
EMPLOYEES, WAIVING THE COMPETITIVE SELECTION
PROCESS PER COUNCIL POLICY 600-01, AND INCREASING
COMPENSATION BY \$150,000 FOR A TOTAL NOT TO EXCEED
AMOUNT OF \$750,000 FOR WELLNESS SERVICES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department, Risk Management Division, that the Council, by resolution, 1) waive the competitive selection procedures in Council Policy 600-01 in the best interests of the City; and 2) approve the Fourth Amendment to Professional Services Agreement number F000977 with W. Solutions, Inc., Encinitas, California adding an additional amount of \$150,000 for a total contract amount of \$750,000, providing for the continuation of the Wellness Program for safety employees.

EXECUTIVE SUMMARY

The Wellness Program provides wellness (health, fitness, nutrition, stress management/mindfulness etc.) services to the City's sworn safety employees. This includes health screenings, fitness assessments, one-on-one consultations, group fitness classes, exercise prescription, competitions, incentives and health education seminars. This program helps to reduce health risks (cardiovascular disease), improve physical fitness levels for our first responders, reduce injuries, and maintain/improve employee morale.

BACKGROUND

The WIN program was developed by W. Solution, Inc. in 2004 for the Santa Rosa police department and re-established for the Santa Rosa police and fire departments in 2014. In 2018, Jim Jarvis (W. Solutions, Inc. Coordinator) conducted one-on-one consultations, with 78% participation in Fire and 70% in Police. The wellness coordinator identified risk factors for heart disease, stroke, diabetes, obesity, and some

forms of cancer. Jim Jarvis assists our first responders to reduce health risks, injuries and improve quality of life.

PRIOR CITY COUNCIL REVIEW

On June 10, 2014, the City Council by Resolution No. 28488 approved the Professional Services Agreement with W. Solutions, Inc.,

On June 18, 2015, the City Council by Resolution No. 28664 approved the Professional Services Agreement with W. Solutions, Inc.,

On June 21, 2016, the City Council by Resolution No. 28807 approved amendment one to the Professional Services Agreement with W. Solutions, Inc.,

On June 20, 2017, the City Council by Resolution No. RES-2017-105 approved amendment two to the Professional Services Agreement with W. Solutions, Inc.,

On August 14, 2018, the City Council by Resolution No. RES-2018-143 approved amendment three to the Professional Services Agreement with W. Solutions, Inc.

ANALYSIS

Workers Compensation costs are significant for our safety members. Certainly, some injuries will always be unavoidable in these high-risk professions. But many injuries are avoidable, or at the very least, their severity can be mitigated. Police Officers and Firefighters who understand and utilize their knowledge of the proper way to exercise and eat; who have been trained to recognize and defuse high stressors in their jobs, have been shown to have lower rates of heart disease and back and shoulder injuries.

In FY 2017/2018, 96% of sworn police officers, and 66% of sworn fire personnel participated in the program.

In FY 2018/2019 68% of sworn police officers, and 77% of sworn fire personnel participated in the program.

WAIVER OF COMPETITIVE BID – COUNCIL POLICY 600-01

Council Policy 600-01 requires a competitive process prior to selection and award of professional services agreements. Article 4.1.2 of Council Policy 600-01 states that the City Council may waive this process if the Council finds it is in the best interests of the City to do so. The competitive process required by Council Policy 600-01 includes the execution of a Request for Proposals (RFP) that is sent out to multiple agencies and the required receipt of at least three competitive bids from which a selection can be made. Staff believes it is in the best interests of the City to enter into an amendment with W.

Solutions, Inc. without engaging the competitive process as specified under Policy 600-01 because W. Solutions, Inc. possesses the history, expertise and knowledge that is required to seamlessly continue providing wellness, health, fitness, nutrition, stress management/mindfulness etc. Due to the position being within the Police and Fire Department the incumbent has already gone through an extensive background check which can take 3-4 months to complete. In addition, its budget, timeline, and scope of work have been deemed acceptable by both the Police and Fire Departments. Last, all funds necessary to support the contract have already been appropriated by the City Council.

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

The Fourth Amendment to Professional Services Agreement number F000977 with W. Solutions, Inc., will allow the Wellness Program to continue. It will provide for additional compensation in the amount of \$150,000 for a total contract amount of \$750,000, and will authorize continued services for safety employees through June 30, 2020.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. This program has already been included in the Budget for FY 19/20.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution/Exhibit A Fourth Amendment to Professional Services Agreement

FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH W.
SOLUTIONS, INC.
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CONTACT

Dominique Kurihara, Risk Manager, Human Resources Department, Risk Division
DKurihara@srcity.org; 707-543-4656