



# City of San Antonio

## Agenda Memorandum

**File Number:**20-4964

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**Agenda Item Number:** 17.

**Agenda Date:** 9/10/2020

**In Control:** City Council A Session

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**DEPARTMENT:** Health

**DEPARTMENT HEAD:** Colleen M. Bridger MPH, PhD

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Authorizing of an Agreement with Rebecca Davenport, D.D.S. for Oral Health Program services at a cost of \$61,000.00 for a one-year term.

### **SUMMARY:**

This ordinance authorizes a professional services agreement with Rebecca Davenport, D.D.S. to serve as the Dental Director for the San Antonio Metropolitan Health District's (Metro Health's) Oral Health Program. This agreement is for a total amount not to exceed \$61,000.00 for the initial term for a total amount not to exceed \$183,000.00 inclusive of the two (2) optional one year renewals. The term of the proposed agreement begins October 1, 2020 and ends September 30, 2021.

### **BACKGROUND INFORMATION:**

On an annual basis, the Metro Health Oral Health Program provides diagnostic and preventive care to more than 22,000 children living in poverty by providing services in non-traditional settings such as Head Start, Early Head Start and on campuses of local Title I elementary schools. Through these programs, many children are identified with additional dental treatment needs beyond the scope of Metro Health services. Case management services are provided by Metro Health dental staff to ensure participating children receive needed treatment and to connect families to a source of ongoing care in the community. Additionally, oversight of dental clinic operations requires a licensed dentist per Texas law.

A Request for Qualifications (RFQ 20-073) was issued on May 6, 2020 to select a qualified Dental Clinic Director that could provide clinical care for Metro Health dental patients as well as professional consultant services related to Metro Health's dental clinic operations and community outreach programs. Professional consultation services will include the development and implementation of program initiatives to improve the oral health of the community, as well as related service delivery plans, performance measures and evaluation activities. The RFQ advertised in the San Antonio Express News; TVSA channel, San Antonio eProcurement system, the City's Bidding & Contracting Opportunities website and an email notification was released to a list of potential Respondents. Responses were due on June 5, 2020. One (1) firm responded to the RFQ and was deemed eligible for review.

The proposals were reviewed by the selection committee on July 1, 2020 which included representatives from Metro Health. Proposals were evaluated and scored based on Experience, Background and Qualifications (35 points), Proposed Plan (30 points); Price (25 points); and the Small Business Economic Development Advocacy Program (10 points). After scoring in consensus, the evaluation committee selected Rebecca Davenport D.D.S. to provide dental clinic director services for Metro Health's Oral Health Program.

Due diligence conducted for the respondent to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendor.

An agreement with Dr. Davenport will allow for a continuation of care for Metro Health patients as well as professional consultation services related to Metro Health's dental clinic operations and community outreach programs. Professional consultation services will include the development and implementation of program initiatives to improve the oral health of the community, as well as related service delivery plans, performance measures and evaluation activities.

## **ISSUE:**

Metro Health requests Council authorization to execute a Professional Services Agreement with Dr. Rebecca Davenport in an amount up to \$61,000.00 to serve as the Dental Clinic Director for the San Antonio Metropolitan Health District's Oral Health Program for the provision of oral health evaluations, preventive care and dental case management services.

The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract (SBEDA) Program with five (5) SBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as SBE located within the San Antonio Metropolitan Statistical Area and five (5) M/WBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as M/WBE located within the San Antonio Metropolitan Statistical Area. However, Rebecca Davenport, D.D.S. was not eligible to receive any preference points.

This contract is an exception to the Local Preference Program.

This contract is an exception to the Veteran-Owned Small Business Preference Program.

## **ALTERNATIVES:**

If this agreement is not authorized, Metro Health will need to identify an alternative mechanism for which to provide programmatic oversight for continued patient oral care, education and program coordination services for the Oral Health Program.

**FISCAL IMPACT:**

The funding requirement for the professional services agreement with Dr. Rebecca Davenport in an amount up to \$61,000.00 is for a term beginning October 1, 2020 to September 30, 2021, and provides the opportunity to renew the agreement for two (2), one-year terms. Funding for this agreement is provided by the General Fund and the Medicaid 1115 Waiver.

**RECOMMENDATION:**

Staff recommends approval of an ordinance authorizing an agreement with Rebecca Davenport, D.D.S in an amount up to \$61,000.00 for a one-year term, with the option to renew for two (2) one-year terms to serve as the Dental Clinic Director for the San Antonio Metropolitan Health District's Oral Health Program.

This contract is procured by means of Request for Qualifications and a Contract Disclosure Form is attached.