

**City of Carson City  
Agenda Report**

**Date Submitted:** April 9, 2012

**Agenda Date Requested:** April 19, 2012  
**Time Requested:** Consent

**To:** Mayor and Supervisors  
**From:** Purchasing and Contracts

**Subject Title:** For Possible Action: To accept Health and Human Services recommendation to approve Amendment No. 1 to Contract No. 1112-041 with Physician Select Management, LLC., titled "Healthcare Professional Services" to change the scope of work and increase the contract in an amount of \$48,000.00 from \$155,000.00 to \$203,000.00. *(Kim Belt)*

**Staff Summary:** On June 2, 2011, The Carson City Board of Supervisors approved the above listed contract in the amount of \$155,000.00. This request is to amend the contract scope of work and amount. This contract is to provide Professional Services which includes providing clinical services, by appointment, as well as walk-in services to Carson City residents and with this amendment Douglas County residents would be included.

**Type of Action Requested:** (check one)

Resolution                       Ordinance  
 Formal Action/Motion       Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to accept Health and Human Services recommendation to approve Amendment No. 1 to Contract No. 1112-041 with Physician Select Management, LLC., titled "Healthcare Professional Services" to change the scope of work and increase the contract in an amount of \$48,000.00 from \$155,000.00 to \$203,000.00. *(Kim Belt)*

**Explanation for Recommended Board Action:** Staff recommends amending contract 1112-041 with Physician Select Management LLC. in order to allow Douglas County Residents to have more flexibility when seeking their health care needs.

**Applicable Statute, Code, Policy, Rule or Regulation:** Nevada Revised Statutes 332.115.

**Fiscal Impact:** \$48,000.00.

**Explanation of Impact:** If approved Contract 1112-041 scope of work will be changed and contract amount amended.

**Funding Source:** 275-6807-441-0309 Nursing Grant/Title X and 101-6800-441-03-50 Professional Services/Clinic Services accounts as provided in FY 2011/2012.

**Alternatives:** Provide other direction pursuant to Board Action.

**Supporting Material:** Contract Amendment No. 1.

**Prepared By:** Kim Belt, Purchasing and Contracts Manager

Reviewed By: *[Signature]*  
(Health and Human Services)  
*[Signature]*  
(City Manager)  
*[Signature]*  
(District Attorney)  
*[Signature]*  
(Finance Director)

Date: 4/10/12  
Date: 4/10/12  
Date: 4/10/12  
Date: 4/10/12

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR  
AMENDMENT No. 1  
Contract No. 1112-041  
Healthcare Professional Services**

**THIS AMENDMENT** is made and entered into this 19<sup>th</sup> day of April, 2012, by and between the City and County of Carson City, a political subdivision of the State of Nevada, hereinafter referred to as the "**CITY**", and Physician Select Management, LLC., hereinafter referred to as the "**CONTRACTOR**", and is made to amend the existing contract known as **CONTRACT # 1112-041**.

**WITNESSETH:**

**WHEREAS**, during the performance of **CONTRACTOR'S** duties pursuant to **CONTRACT # 1112-041** the **CITY** requested additional tasks of the **CONTRACTOR** that were not within the original *Scope of Work* of the **CONTRACT**; and

**WHEREAS**, the **CITY** and **CONTRACTOR** desire to amend **CONTRACT** to provide **CONTRACTOR** authorization to perform the additional work and to compensate **CONTRACTOR** for the additional work; and

**WHEREAS**, said amendment is at the request of both the **CITY** and **CONTRACTOR**, and that significant benefit will be derived by the **CITY** for said amendment.

**NOW, THEREFORE**, in consideration of the aforesaid mutual promises herein, **CITY** and **CONTRACTOR**, by and through their respective authorized representatives hereby agree to:

1 Amend Paragraph 4.2.1 of **CONTRACT #1112-041** to provide in its entirety as follows:

**CONTRACTOR** will provide clinical services, by appointment, as well as walk-in availability a minimum of four (4) clinical workdays, totaling a minimum of thirty-two (32) hours per week for Carson City and a minimum of sixteen (16) hours per week for Douglas Community Health, or as mutually agreed upon by both parties.

2 Amend Paragraph 4.4.1 of **CONTRACT #1112-041** to provide in its entirety as follows:

**CONTRACTOR** will provide family planning services to a minimum of 994 new/unduplicated community health clinic clients for Carson City and a minimum of 250 new/unduplicated community health clinic clients for Douglas Community Health during the period July 1, 2011, to June 30, 2012. Services will include the following:

- Contraceptive methods including Birth control pills, depo provera, IUD utilization, barrier methods, and emergency contraception.
- Pregnancy testing with counseling and referral
- Pap Smears and breast exams

3 Amend Paragraph 4.4.2 of **CONTRACT #1112-041** to provide in its entirety as follows:

**CONTRACTOR** will provide sexual health services to a minimum of 833 new/unduplicated clients for Carson City and a minimum of 100 new/unduplicated clients for Douglas Community Health during the period July 1, 2011, to June 30, 2012. Services will include but are not limited to the following:

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- Testing, counseling and treatment for Chlamydia, GC, and syphilis.
- Testing, counseling and referral for HIV, Hepatitis C, Hepatitis B.
- Vaccination (with parental consent) as indicated against HPV, Hepatitis B, rubella, and others.
- Screen for alcohol and drug abuse.

- 4 Amend Paragraph 4.6 of **CONTRACT #1112-041** to provide in its entirety as follows:

**CONTRACTOR** will request, by the fifth of each month, a flat reimbursement fee of \$12,915 for 6 months and \$20,915 for the remaining 6 months which will cover personnel expenses for a Mid-Level Practitioner to work an average of a minimum of 32 and a maximum of 40 hours per week for Carson City and minimum of 16 and a maximum of 20 hours per week for Douglas Community Health, exclusive of holidays and other time off as agreed to by the Health Director; physician oversight according to Nevada law and regulations, including review of medical records; physician participation in review and development of policies and procedures, including meetings and other activities related to quality improvement; indirect costs, including but not limited to general administration, professional recruitment, training, evaluation and continuing education expenses; billing services fees incurred related to the **SERVICES** as specified in this contract during the contract period The Request for Reimbursement and required supporting documentation forms shall be a mutually agreed upon by both parties.

- 5 Amend Paragraph 4.8.1 of **CONTRACT #1112-041** to provide in its entirety as follows:

To provide reimbursement for family planning services and activities related to the scope of work specified in this contract. Reimbursement shall be paid in 6 monthly installments of **\$12,915** and 6 monthly installments of **\$20,915** for an amount not to exceed the cost of \$203,000.00, which is in the combination of Federal Title X funding and revenue generated from patient fees.

- 6 Amend Paragraph 5.1 of **CONTRACT #1011-226** to provide in its entirety as follows:

City agrees to pay **CONTRACTOR** the **CONTRACT SUM** based upon time and materials for a not to exceed amount of Two Hundred Three Thousand Dollars and No Cents (\$203,000.00), which is an increase to the contract amount by Forty Eight Thousand Dollars and No Cents (\$48,000.00)

**IT IS ALSO AGREED**, that all unaffected conditions, requirements, and restrictions of the Original Contract document remain in full force and effect for the duration of the Contract term.

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**ACKNOWLEDGMENT AND EXECUTION:**

In witness whereof, the parties hereto have caused this Amendment to be signed and intend to be legally bound thereby.

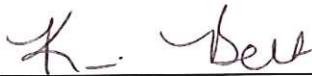
**CARSON CITY**

Finance Director  
Attn: Kim Belt, Purchasing and  
Contracts Manager  
201 North Carson Street Suite 3  
Carson City, Nevada 89701  
Telephone: 775-283-7137  
Fax: 775-887-2107  
KBelt@carson.org

**CITY'S LEGAL COUNSEL**

Neil A. Rombardo, District Attorney

I have reviewed this Contract and approve  
as to its legal form.

By:   
KIM BELT

By:   
Deputy District Attorney

DATED 4/10/12

DATED 4/10/12

**CITY'S ORIGINATING DEPARTMENT**

BY: Marena Works, MSN, MPH, APN/Director  
Carson City Health and Human Services  
900 East Long Street  
Carson City, NV 89706  
Telephone: 775-887-2190  
Fax: 775-887-2248  
Mworks@carson.org

By: 

DATED 4-10-12

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Leonard Hamer , deposes and says: That he is the **CONTRACTOR** or authorized agent of the **CONTRACTOR**; that he has read the foregoing Amendment; and that he understands the terms, conditions, and requirements thereof.

**CONTRACTOR**

**BY:** Leonard Hamer, MBA, CMPE

**TITLE:** Manager, CEO

**FIRM:** Physician Select Management, LLC

**CARSON CITY BUSINESS LICENSE #:** 12-13615

**Address:** 212 West Ann Street

**City:** Carson City **State:** Nevada **Zip Code:** 89703

**Telephone:** 775-885-2211/ **Fax #:** 775-885-0773

**E-mail Address:** [lenhamer@pmcipa.com](mailto:lenhamer@pmcipa.com)

\_\_\_\_\_  
(Signature of **CONSULTANT**)

DATED \_\_\_\_\_.

STATE OF \_\_\_\_\_ )

) ss

County of \_\_\_\_\_ )

Signed and sworn (or affirmed) before me on this \_\_\_\_\_ day of April, 2012, by Leonard Hamer.

\_\_\_\_\_  
(Signature of Notary)

(Notary Stamp)

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**CONTRACT ACCEPTANCE AND EXECUTION:**

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting on April 19, 2012, approved the acceptance of **CONTRACT No. 1112-041**. Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set his hand to this document and record his signature for the execution of this contract in accordance with the action taken.

**CARSON CITY, NEVADA**

\_\_\_\_\_  
ROBERT L CROWELL, MAYOR

DATED this 19<sup>th</sup> day of April, 2012.

**ATTEST:**

\_\_\_\_\_  
ALAN GLOVER, CLERK-RECORDER

DATED this 19<sup>th</sup> day of April, 2012.