

ITEMS REQUIRING BOCC APPROVAL
June 20, 2024
(3 Items)

I. MANAGEMENT INFORMATION SYSTEMS (MIS) FOR OLDER AMERICANS ACT (OAA) NUTRITION PROGRAMS -- DEPARTMENT OF AGING AND DISABILITIES FUNDING -- DEPARTMENT OF AGING AND DISABILITIES
 (Request sent to 15 vendors)

RFP #24-0028 Contract

CaseWorthy, Inc.				Frugal, Inc. dba Network Computer Solutions		Innovative Data Systems of Missouri, LLC dba Innovative Data Systems		PlanStreet, Inc.	
	Year 1	Year 2	Year 3	Basic Stop Grouping (Option 1)	\$75,000.00	Development Cost	\$7,312.50	Software Subscription	\$45,000.00
Annual Software Fees	\$46,576.00	\$48,439.00	\$50,377.00	Google API Routing (Option 2)	\$99,000.00	Subscription Cost	\$116,800.00	Licensing with light users' access	\$25,344.00
Activation Fees	\$1,500.00			Advanced Routing System (Option 3)	\$123,000.00			Roll-out Fees	\$49,240.80
Professional Services	\$9,900.00								
Grand Total	\$156,792.00			(Option 3) \$123,000.00		\$124,112.50		\$119,584.80	
No Submission					New Org				

On the recommendation of Joe Thomas, on behalf of the Department of Aging and Disabilities, Jennifer Blasi moved to **accept the proposal from Frugal, Inc. dba Network Computer Solutions (NCS) for the amount of \$123,000.00 (Option 3) for a term of three (3) years.** Anna Meyerhoff-Cole seconded the motion. The motion passed unanimously.

A review committee comprised of Jennifer Lasley, Monica Cissell, Sherry Arbuckle - Department of Aging and Disabilities; and Tammy Culley - Purchasing evaluated all proposal responses based on the criteria set forth in the RFP. The committee unanimously agreed to accept the proposal from NCS.

The Nutrition Management Information System (MIS) will provide a uniform MIS for Central Plains Area Agency on Aging (CPAAA) and Older American Act (OAA) funded nutrition service. CPAAA contracts with five (5) providers to serve home-delivered and congregate meals in the three (3) county service areas of Butler, Harvey, and Sedgwick counties. The uniform MIS system for CPAAA's contracted nutrition providers will promote integrity and efficiencies of programs while aligning with the overall goals and mission of CPAAA and OAA. The MIS system will be utilized by all five (5) providers and CPAAA staff. The MIS will provide a purpose-built interface including home-delivered and congregate programs to support nutrition program coordination, volunteer management, and service delivery.

NCS has over 10 years experience working with Area Agencies on Aging organizations in Kansas that provide similar services as described in the RFP. NCS has worked with the county in developing the internal MIS in 2013. The nutrition module will be an addition to the current system.

NCS proposed three (3) options. The committee decided on the Advanced Routing System. This option, in addition to providing all the components listed in the RFP, will also generate the most optimal route for the meal delivery drivers. All stops and number of routes will be input into the Advanced Routing System. The system then compares all driver routes against one another for comprehensive route optimization and driver route assignment.

Notes:

This is a proposal and not a bid. Proposals are scored based on criteria set forth in the RFP. There were three (3) components to this RFP.

Component	Points
a. Experience working with Aging Service Providers/AAA's	35
b. Components provided in system meet/exceed requirements	35
c. Cost	30
Total Points	100

The following are components that are included in the Management Information System:

- a. System Integration for all CPAAA contracted nutrition program providers to integrate existing data into a new uniform centralized system.
- b. Electronic congregate and home-delivered meal count tracking of meals served daily.
- c. Kitchen administration for menu planning, meal reservations, orders, cancellations, changes, review, guidance, and reporting.
- d. Route Coordination for delivery of meals - to include daily route optimization, electronic real-time route tracking and printable route sheets.
- e. Advanced customizable reporting for retrieval of demographics, participant counts, meal counts, billing, accounting, and etc.
- f. Web-Based software, accessible by multiple users, mobile devices' accessibility, real-time updates and information.
- g. Easy-to-use system for volunteers and employees with an option for when internet is not available (during meal delivery or at locations internet is inaccessible).
- h. Multiple user roles and permissions for administrators, supervisors, site coordinators, assessors, accounting, clerical support/data entry, volunteers/drivers, etc.
- i. Training and Technical Support for providers and volunteers.
- j. Volunteer management, tracking, reporting, and communication.
- k. Secures protected health information (PHI) through Health Insurance Portability and Accountability Act (HIPAA) compliance standards.
- l. Complies with security and technical requirements at the local, state, and federal levels.

The previous contract issued in 2023 (RFB 23-0053) was terminated as the vendor was unable to provide the services originally agreed upon.

This is a grant funded project. The budget for this project is \$125,000.00.

Questions and Answers

Anna Meyerhoff-Cole: Just a clarification question. Since it looks like everybody priced very differently for Frugal this is the total cost spread over the three (3) years.

Joe Thomas: Yes.

Anna Meyerhoff-Cole: You see CaseWorthy is broken up year one, year two, and year three, but that's the total cost.

Joe Thomas: Yes, Ma'am.

Tim Myers: This is a grant funded project?

Monica Cissell: Yes. This particular Management Information System for Nutrition programs will be funded through Older Americans Act ARPA dollars that are earmarked for nutrition programs. That is where the funding will come from.

BOARD OF BIDS AND CONTRACTS JUNE 20, 2024

**2. PROVIDER NETWORK MANAGEMENT SYSTEM -- DEPARTMENT OF AGING AND DISABILITIES
FUNDING -- ADMIN-FINANCE FY'24
(Single Source)**

#24-2034 Contract

	CaseWorthy, Inc.
Year 1 User Licenses & Set-Up Fees	\$24,000.00
Year 1 Service Fees	\$55,000.00
Total	\$79,000.00

On the recommendation of Lee Barrier, on behalf of the Department of Aging and Disabilities, Jennifer Blasi moved to **accept the quote from CaseWorthy, Inc. (CaseWorthy) in the amount of \$79,000.00 for a period of one (1) year starting July 1, 2024 through June 30, 2025.** Tim Myers seconded the motion. The motion passed unanimously.

The Department of Aging and Disabilities oversees the service system for individuals with Intellectual/Developmental Disabilities (IDD) in Sedgwick County. The agency's mission is to assist people with IDD to receive quality services and achieve greater independence. There are approximately 2,700 individuals in Sedgwick County determined eligible for the IDD system and a total of 41 affiliated service providers.

The Department of Aging and Disabilities is not a direct provider of IDD services but rather is responsible for assessing system eligibility, managing a network of affiliated service providers, and conducting quality assurance functions. CaseWorthy proposed a solution that meets the needs of the Department of Aging and Disabilities for managing the provider network and will interface with CaseWorthy's MediSked Coordinate application which is used for the Department of Aging and Disabilities' electronic health records.

BOARD OF BIDS AND CONTRACTS JUNE 20, 2024

3. 2024 RECOMMENDED INSURANCE RENEWALS -- RISK MANAGEMENT

FUNDING -- RISK MANAGEMENT

(Insurance Premiums)

#24-2045 Contract

Coverage	Effective: Month - Day	2024-2025 Insurance Premiums	Limits and Deductibles / Renewal Notes
Property: Includes Buildings, Business Personal Property, Boiler and Machinery, Roads/Bridges, & Fire Fleet Physical Damage	7-1	APIP	The policy is written with an occurrence loss limit of insurance of \$550,000,000.00 for all risk perils, except wind and hail which has a separate occurrence loss limit of insurance of \$200,000,000.00. The deductible on the program has a per occurrence deductible of \$250,000.00. The deductible for wind and hail coverage is structured with a 3% per unit of insurance, subject to a \$1,000,000.00 per occurrence minimum occurrence for wind and for hail. The deductible for unscheduled tunnels, bridges, dams, catwalks, roadways, streets, sidewalks, street lights, and traffic signals is \$500,000.00. For the 2024 term, the property values increased by 6.56%, along with limiting unscheduled vacant properties to a property loss occurrence limit of \$2,500,000.00.
Total Insurable Value		\$915,693,276.00	
Renewal Premium		\$2,902,787.00	
Average Rate		0.32	
Property: Standalone Property for the Historic Courthouse	7-1	CHUBB	Standalone insurance policy to cover the Historic Courthouse. The policy covers 510 N. Main St, with a building value of \$36,478,993.00 and \$2,257,170.00 of business personal property. The deductible at this location is \$250,000.00.
Renewal Premium		\$45,773.00	
Cyber Insurance	7-1	Resilience	Cyber policy provides third party liability coverages in the amount of a \$5,000,000.00 aggregate limit for liability; \$5,000,000.00 for Breach Response, \$5,000,000.00 for Business Income, and \$5,000,000.00 for Cyber Extortion. This policy is structured with a \$100,000.00 deductible. For the 2024 policy term, we increased the limits of insurance from \$2,000,000.00 to \$5,000,000.00 with a new insurance carrier.
Renewal Premium		\$113,300.00	
Pollution - Included in the Property	7-1	APIP	The pollution policy provides a \$2,000,000.00 aggregate limit of insurance, with \$1,000,000.00 of coverage for restoration, legionella, herbicide, insecticide, and pesticide. The policy also includes a \$2,000,000.00 limit of insurance for lead contamination, sewer backup, and contractors' operations. The policy is structured with a \$500,000.00 deductible per incident prior to July 1, 2021 and a \$250,000.00 deductible for each incident after July 1, 2021. Coverage for inadvertently omitted location coverage was added for the 2024-2025 term, in the amount of \$1,000,000.00.
Renewal Premium		\$9,324.00	
Pollution - Underground Storage Tanks	7-1	Great American	This pollution policy provides coverage for the 21 underground storage tanks throughout the county. The policy provides \$1,000,000.00 of liability coverage per incident with a \$10,000.00 deductible.
Renewal Premium		\$3,862.00	
Wind/Hail Buydown	7-1	JEM	The county purchases a wind and hail buydown policy. The policy purchases the \$1,000,000.00 minimum deductible down to \$250,000.00 with this policy. This policy provides \$750,000.00 of coverage between the per occurrence deductible and the minimum deductible for the wind and hail coverage.
Renewal Premium		\$74,410.00**	
Renewal Premium as Quoted		\$3,149,456.00	
**Estimated Premium			

On the recommendation of Joe Thomas, on behalf of Risk Management, Tim Myers moved to **accept the insurance premium renewals as listed for an estimated total of \$3,149,456.00**. Anna Meyerhoff-Cole seconded the motion. The motion passed unanimously.

This represents a premium increase of roughly \$600,000.00 from last year. Premium increases range from about 12% to 19%, with the exception of Cyber. This year, we are moving the Cyber insurance out of the APIP program to a new carrier, Resilience, which allows us to purchase a policy with higher limits. This line increased nearly \$84,000.00. Property premium increased nearly 19% due to a 6.46% increase in insured value and the effects of a continuing hard market.

Questions and Answers

Russell Leeds: I know we've talked about insurance recently and we're working with a third party to help us find the best rates.

Joe Thomas: Yes sir. We do work with a broker that does an excellent job of helping us get competitive rates.

Russell Leeds: The rates just continue to climb as climate and other factors create worldwide issues and insurance rate increases.

Coverage	Description
1) Property Insurance - Includes Buildings, Business Personal Property	Insurance for the Buildings, Business Personal Property, Property in the Open. Transfers the risk of Fire, Lightning, hail damage, theft, wind to insurance.
1) Property Insurance - Includes Boiler and Machinery	Insurance for the sudden and accidental damage to boilers, machinery, or HVAC systems. Provides coverage if there is sudden damage to these items that is not caused by wear and tear, or normal breakdown.
2) Cyber	Third Party Liability - \$5,000,000 limit for liability, Penalties, Website Media Content, \$5,000,000 for Privacy Notification Costs First Party - \$5,000,000 Cyber Extortion, Data Protection and Business Interruption loss
3) Pollution	Coverage for First and Third party claims arising out of a pollution condition on, at, under or migrating from a covered location Includes Transportation and Non-Owned Disposal Site Coverage
5) Underground Storage Tanks	Insurance to provide services for cleanup of sudden and accidental Pollution incidents for the underground storage tanks. It's required by Kansas law to carry the coverage.
Provides coverage for several types of crime coverage: Employee Theft (an employee steals money or property), Computer Fraud - someone uses your computers to steal money, etc.; Forgery and Alteration - an employee alters or forges documents; Funds Transfer Fraud - an employee transfers funds into another account for monetary gain; Social Engineering - an employee willingly sends funds to a third party without verifying the request.	Coverage for the Fire units (vehicles) for Comprehensive and Collision coverage. Comprehensive coverage is Fire, theft, hail damage, glass breakage. Collision coverage is when you collide with anything, including hit-and-run incidents.
9) Crime	Provides coverage for several types of crime coverage: Employee Theft (an employee steals money or property), Computer Fraud - someone uses your computers to steal money, etc.; Forgery and Alteration - an employee alters or forges documents; Funds Transfer Fraud - an employee transfers funds into another account for monetary gain; Social Engineering - an employee willingly sends funds to a third party without verifying the request.
11) Miscellaneous Bonds – Public Officials	These bonds are required by the state and county for various public officials.
14) Excess Workers Compensation	Insurance that provides excess Work Comp and Employers Liability coverage for Self-insured Work Comp insureds, over a self-insured retention.
14) COMCARE -Professional Liability	Medical Malpractice coverage for COMCARE facility, and its employees who are non-defined healthcare providers. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
15) Comcare - Professional Liability – Doctors	Medical Malpractice coverage for COMCARE physicians - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
16) Regional Forensic Science Center - Professional Liability - Doctors	Medical Malpractice coverage for Forensic Center physicians - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
17) EMS - Professional Liability – Doctors	Medical Malpractice coverage for EMS Physician - Physicians are required by KS law to carry this coverage. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
18) Health Department -Professional Liability	Medical Malpractice coverage for your Health Department facility, and its employees who are non-defined healthcare providers. You might also be contractually obligated to carry this coverage for reimbursement from health insurance carriers.
19) Aircraft Hull & Liability	Insurance coverage for the Liability of owning and operating an aircraft, and Physical Damage to the aircraft if there is damage due to fire, theft, hail, etc.