

C-7

March 1, 2022

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute a contract, and any necessary documents, including any necessary subsequent amendments, with the Long Beach Community College District, of Long Beach, CA, to provide phlebotomy training services to City of Long Beach employees, in a total amount not to exceed \$16,000, for a period of one year. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Long Beach Community College District (District) to provide phlebotomy training classes to a small cohort of City of Long Beach (City) employees.

Phlebotomy certification is required for several Health and Human Services Department (Health Department) classifications, including Medical Assistants. By providing phlebotomy training to current staff, the Health Department will be able to circumvent layoffs. In addition, the training will allow for the expansion of services at Health Department satellite locations.

This agreement includes training from two District classes, AH 220 Phlebotomy and AH223 Phlebotomy Practicum, both of which are 54-hour courses that include time in the classroom, laboratory, and workplace. The fee will cover all class materials, including textbooks, parking, and consumables. The flexibility of having a private course through the District gives the Health Department the benefit of not disrupting the daily operations of the clinics. Other locations that offer these courses require staff to attend during business hours, which would result in further staff shortages.

This contract is below the normal threshold of \$100,000 normally requiring City Council authorization, but in this instance, the District requires that its contract is executed for this service, which requires City Council authorization, regardless of the dollar amount. The District was selected due to providing the lowest pricing after completion of the standard competitive procurement process applicable to contracts of \$200,000 or less.

This matter was reviewed by Deputy City Attorney Taylor M. Anderson on February 8, 2022, Business Services Bureau Manager Tara Mortensen on January 27, 2022, and by Budget Analysis Officer Greg Sorensen on February 9, 2022.

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TIMING CONSIDERATIONS

City Council action is requested on March 1, 2022, to ensure the contract is in place expeditiously.

FISCAL IMPACT

The total contract amount will not exceed \$16,000. Sufficient appropriation is currently budgeted in the Health Fund Group in the Health and Human Services Department. This recommendation has minimal staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
DIRECTOR OF HEALTH AND HUMAN SERVICES

APPROVED:



THOMAS B. MODICA
CITY MANAGER