



## Minutes - Final

### City Council

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Wednesday, January 15, 2020

6:30 PM

Council Chambers

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#### Contract Approval Meeting

#### Roll Call: Council President Hendricks

**Present:** 7 - Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, Ce-Ce Gerlach, Joshua Siegel, and Candida Affa

#### RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

Ms. Jessica Baraket provided an overview of the Contracting Process, the Solicitation process and City Council's role. She provided the two types of main solicitation that come forth to City Council for approval. She stated that there are bids which are utilized for the purchase of commodities and services where they can define the services and products. They make the award based off of the lowest, responsive and responsible bidding. During that process, price is the deciding factor. Request for Proposals which is what the city utilizes for commodities and services that they can not fully define and cost is not defined in this situation. There is an evaluation committee, selection committee that is appointed to review and score the proposals. The proposals are then scored based off of criteria that the using department or the committee feels is most important. The price is being one of the factors, but it is also qualifications or certifications, any type of experience or past performance of the vendor. Communication during an open solicitation is prohibited. Vendors are not allowed to speak to any city employee or elected official during any open request for proposal, request for qualification or bids. That is to maintain the integrity of the bidding process. If vendors have any questions, concerns or clarifications their first instinct is to reach out to the department or Council member. It takes away from the integrity of the solicitation process. They are allowed to contact the purchasing department. They are not allowed to speak to any city department, employees or elected officials during an open solicitation. If they do their bid can be rejected for noncompliance. She talked about when contracts do come to City Council for approval: Engagement of Professional Services, any Contract over \$40,000 that is required to be bid, and any contractual sum increase that is greater than 10 percent of the contract sum. Purchasing comes to City Council and give them all the information and will let them know the entire procurement process from start to finish. They give Council all the relevant information that they need to ensure the proper procurement process was followed and

City Council's role is to improve that Contract based off of the recommendations that were provided to you.

Mr. Daryl Hendricks thanked Ms. Baraket and stated that is great for the newest members. It gives a background on how they operate and why they operate the way they do.

[15-3376](#)

R1

Authorization for Engagement of Professional Services with a mobile dentist service company, Henry the Dentist, Inc for two site visits to provide dental services to city employees. The City became familiar with the service through the Lehigh Valley Health Care Coalition. There is no cost to the service provided there is a minimum of 15 patients per day; if the daily minimum is not met, the City will be charged a \$350 fee for each patient under the daily minimum, not to exceed a daily sum of \$1,750.

**Attachments:** [R1 Henry the Dentist Services](#)

Ms. Meloney Sallie - Dosunmu stated that Henry the Dentist is a van or bus which is a dental service. It brings the dental services right to your doorstep. The whole idea is have people go to the dentist and not to take a day off. Many people do not keep up with their dental visit every six months. This will make it convenient. It is high quality service and charged directly to the insurance plan. All the city's insurance carriers do take the insurance. Any employee or family member could take advantage of this service. It will be right outside of the workplace. She stated that Gerri Garza located this innovative approach to dental health and Ericka Riseman who is from Henry the Dentist.

Mr. Daryl Hendricks asked if there were any questions from his colleagues.

Mr. Ed Zucal asked Ms. Kistler is she familiar with this.

Ms. Vicky Kistler stated that she is not. She is familiar with the work dental vans do. They are highly respected. The fact that the lack of dental care is contributing to cardiac issues. If this will encourage people to go to the dentist, that is awesome.

Ms. Cynthia Mota asked what are the services they will be providing: cleaning, filling, what else.

Ms. Meloney Sallie - Dosunmu stated that they provide almost every service that you can get from a dentist. She deferred to Ericka to give a little bit more details on the specific service.

Ms. Ericka Riseman stated that the services are that of any general dentist. All preventative care including cleaning, exams and x-rays. They also do

general Dentistry Restorative - fillings, crowns, night guards, invisalign, and in-chair whitening.

Mr. Julio Guridy asked if this will cover all services. You have to have the 15 minimum. If you don't have the 15 minimum you have to charge more. You have to have a group of people lined up.

Ms. Meloney Sallie-Dosunmu stated that their plan is to have even more than 15 people per day. However, once this is approved they will begin a very aggressive marketing program. They have a window up to 30 days before the scheduled date that you can cancel a service and not pay anything.

Mr. Julio Guridy asked if this is for employees. He asked if they still could go to their own personal dentist if they choose too or both.

Ms. Meloney Sallie -Dosunmu stated yes, employees and dependents. It is really about the convenience. People are reluctant to go to the dentist because you have to take a half a day off to do that. This provides that to you to go out for an hour. It is covered by the city's dental insurance.

Mr. Daryl Hendricks asked if there were any other questions.

Mr. Joshua Siegel stated that in terms of the programs, it is a eye towards preventative cost and ensuring incentivizing follow-up visit. It is great to have the one time teeth clean, but obviously people tend to avoid dentistry in general and they get a cavity or need a root canal. Does the program have a pretty good record on return and repeat visits and encouraging people to continue to follow up with their dentist. Is there any efforts there?

Ms. Ericka Riseman stated that they don't want to be a one-time wonder, come in, clean and leave. They will actually have follow-up visits scheduled throughout the year depending on how much engagement they get with the first visit. They will work closely with the city. She stated that they want to be successful. It becomes a great community resource when Henry the Dentist is at a nearby location. They will definitely be coming back several times a year.

Mr. Julio Guridy stated that if he works for the city, how does it relate to the personal relationship with his dentist.

Ms. Erick Riseman stated that about 40 percent of people haven't been to the dentist in over a year. It is more of the people that will be coming to them. They do occasionally have people who come to them for the convenience of the dentist. They work well with all dentists and everything

in their practice is electronic state of the art. If you come to them and they find something and you want to go to your dentist or you need to go to a specialist, they can transfer the records electronically to your dentist.

Mr. Julio Guridy asked if they can get the patient records.

Ms. Ericka Riseman stated absolutely yes. Every patient that comes to Henry during their first visit is always going to be a cleaning, examine and x-rays.

Mr. Daryl Hendricks asked if there were any other questions from his colleagues. He asked if there were any comments from the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, Ce-Ce Gerlach, Joshua Siegel, and Candida Affa

Enactment No: 29917

[15-3377](#)

R2

Authorization for Engagement of Professional Services with Quest Diagnostics Clinical Laboratories, Inc. for Clinical Laboratory Testing Services for TB testing on an as needed basis – at 69.78 per Tspot processed up to a total of \$500 for the 2020 calendar year – contract good until termination desired.

**Attachments:** [R2 Quest Diagnostics](#)

Ms. Vicky Kistler stated that this is a blood test that indicates whether a patient has ever inhaled a TB germ. With the Tspot Test, Quest is the city's only laboratory that offers this Tspot Test. The old fashion TB time test requires an immune response reaction and people without one may be HIV, Chemotherapy, or Diabetics. That test doesn't give a valid reading, but the blood test does.

Mr. Daryl Hendricks asked if there were any questions from his colleagues or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, Ce-Ce Gerlach, Joshua Siegel, and Candida Affa

Enactment No: 29918

[15-3386](#)

Contract Procedures from the Code

**Attachments:** [Contract Procedures](#)

**ADJOURNED: 6:45 PM**