



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Amended and Restated Professional Services Agreement with Vital Medical Services LLC for medical services extending the term for one year beginning on July 1, 2025.

1. Motion authorizing the City Manager, or a designee, to execute an Amended and Restated Professional Service Agreement with Vital Medical Services LLC, to extend the term for one year beginning on July 1, 2025 at a cost of \$627,698 for a not-to-exceed amount of \$5,107,924.

COUNCIL ACTION

Item Type: Action Item

Approved for _____ **April 15, 2025** _____ **calendar**

EXECUTIVE SUMMARY

Vital Medical Services LLC (Vital) provides medical services for Police Department arrestees and inmates. The current contract with Vital expires on June 30, 2025. In anticipation of releasing a Request for Proposal (RFP), a Request for Information (RFI) was issued to determine what other companies offer similar services, and to identify other potential services that might be available to the city. In order to complete the RFP process based upon the research gathered from the RFI, staff is requesting a one-year extension of the current contract.

RECOMMENDATION

Authorize the City Manager to execute an Amended and Restated Professional Service Agreement for a one-year extension with Vital Medical Services LLC.

ANALYSIS

On October 21, 2014, the City Council authorized the Glendale Police Department (GPD) to enter into a Professional Services Agreement (PSA) with Vital Medical Services LLC for professional medical services for arrestees and inmates in the GPD jail. In October 2017, the City Council authorized a second three-year agreement with Vital. In April 2020, the City Council approved a five-year extension of the contract, which is set to expire on June 30, 2025.

Throughout the contract period, Vital Medical Services has provided comprehensive medical care, including blood draws, medical screenings, pregnancy testing, Narcan administration and training, telehealth services, and medical oversight, reliably meeting operational and regulatory expectations.

In anticipation of releasing a RFP, GPD issued a RFI to potentially identify any additional vendors capable of providing similar medical services. It was also intended to solicit information to identify additional services that could be provided to further improve delivery of service and efficiency for jail operations. The results of the RFI highlighted new medical services that could be provided and the importance of an extensive evaluation process to ensure that a contract awarded to a medical services vendor through the RFP process meets the comprehensive and specific needs of GPD. Based on these findings, GPD will initiate the RFP process which is anticipated to take approximately six to eight months.

Therefore, GPD is seeking to extend the current contract through an Amended and Restated Professional Service Agreement with Vital Medical Services for one year to allow GPD staff sufficient time to conduct a RFP and ensure continuity of operations during the process.

STAKEHOLDERS/OUTREACH

N/A

FISCAL IMPACT

The Amended and Restated Professional Service Agreement with Vital Medical Services will cost \$627,698 for a not-to-exceed amount of \$5,107,924, which will be requested as part of the FY 2025-26 annual budget process. No new appropriation is being requested at this time.

FY 2025-26 Proposed Appropriation		
Amount	Account String	Funding Source
\$627,698	43110-1010-GPD-7002-P6502	General Fund – Contractual Services

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The action being considered does not constitute a “project” within the meaning of the CEQA pursuant to CEQA Guidelines Section 15378(a) as it has no potential for resulting in either a direct physical change in the environment or a reasonable foreseeable indirect physical change in the environment. Even if it is a project, it is exempt pursuant to 14 C.C.R. § 15061(b)(3).

CAMPAIGN DISCLOSURE

See Exhibit A.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: Deny the request to extend the PSA, which would cause operational disruptions due to the fact that arrestees and inmates would have to be transported to a hospital for medical clearance/blood draws.

Alternative 2: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Manuel Cid, Police Chief

Prepared by:

Rafael Quintero, Police Captain

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit A – Campaign Disclosure