



REQUEST FOR QUALIFICATIONS  
FOR

Proposition G  
Program Performance Audit  
For

Grossmont Healthcare District

January 8, 2010

**SUBMITTALS:** One (1) brief copy must be received ELECTRONICALLY on or **before 3:00 PM., February 1, 2010.**

**ADDRESSED TO:** Barry Jantz  
Chief Executive Officer  
Grossmont Healthcare District  
9001 Wakarusa Street  
La Mesa, CA 91942

**EMAIL ADDRESS:** [bjantz@grossmonthealthcare.org](mailto:bjantz@grossmonthealthcare.org)

**RFQ SUBMITTAL:** Reference: "QUALIFICATIONS – PROFESSIONAL SERVICES FOR PROPOSITION G PROGRAM PERFORMANCE AUDIT FOR THE GROSSMONT HEALTHCARE DISTRICT"

**1. INTRODUCTION**

The Grossmont Healthcare District (District) is seeking qualifications from consulting firms (Consultant) to perform a Performance Audit of the Proposition G Program (Program).

**2. BACKGROUND**

The District is organized under the provisions of the Health and Safety Code of the State of California to provide and operate health care facilities for a specified geographic region of San Diego County and owns Grossmont Hospital. Effective May 29, 1991, the District entered into an Affiliation Agreement with Sharp HealthCare (SHARP), a multi-facility health care system located in San Diego County. The affiliation was effected through the creation of a non-profit public benefit corporation, Grossmont Hospital Corporation (the Corporation), of which SHARP is the sole statutory member.

On June 6, 2006, the voters of the District passed Proposition G (Prop G) authorizing the District to issue up to \$247 million in general obligation bonds, approximately \$225 million of which are to be used at Grossmont Hospital for the completion of the Emergency and Critical Care Center; Central Power Plant Expansion to support increased bed and operating room capacity; East Tower Infrastructure and Renovation; construction of a new three-story Diagnostic and Treatment Building; Operating/Interventional Room and Surgical Support Expansion; Pharmacy and Laboratory Relocation. Prop G also provides for the construction of a Health Occupations Training Center, not part of the on-campus hospital improvements, at a nearby site. Proposition G was not a Proposition 39 bond measure. However, the District's Board of Directors established an Independent Citizens' Bond Oversight Committee (ICBOC) to establish accountability over the fund expenditures.

A joint Corporation/District Project Management Team is largely responsible for the execution of the projects, under the purview and authority of the District. The District is using Prop G funds to pay for Sharp HealthCare Program Agent Services. The District utilizes the services of a professional project management firm to represent it on a day-to-day basis for all Hospital based improvement programs.

A Memorandum of Understanding (MOU) between the District and Sharp HealthCare establish the joint project management relationship.

The ICBOC was comprised of the following members as of June 30, 2009:

<u>ICBOC Member</u>	<u>Role</u>	<u>Background</u>	<u>Representing</u>
Ernest Ewin	Chair	Business Owner and La Mesa City Councilman	Finance
Dr. James Johnson	Vice-chair	Business Executive	Grossmont Hospital Auxiliary or Foundation
Ellen Arcadi	Member	Registered Nurse	Grossmont Healthcare District
Robert Ayres	Member	Retired Banker	Senior Citizens' Organization
Dr. Peter Hanson	Member	Orthopedic Surgeon	Grossmont Hospital Professional Staff
George Hawkins	Member	Business Executive	Construction Operations
Walter Heiser	Member	Law Professor	San Diego Taxpayers Association
Robert Klaiber	Member	Retired Banker	Finance
James Maletic	Member	Construction Company Owner	Business Organization
Dr. Michael Peddecord	Member	Health Serv. Professor	Grossmont Hospital Executive Management
Joseph Powell	Member	Business Manager	San Diego County Labor Management

**3. SCOPE OF SERVICES**

The Consultant shall take the necessary steps to assess with a reasonable degree of certainty the following Program elements plus any other elements deemed important by the Consultant.

- Construction bid process
- Design team costs and reasonableness of fees
- Program management costs and reasonableness of fees
- Other consultants' costs and reasonableness of fees
- Program's ability to manage change orders and construction cost increases
- Review the management information reports provided and determine whether they are sufficient as given to the ICBOC and its sub-committees so as to fulfill their oversight duties
- Communication of additional scope items that might be in a future third-party review
- Review and assess adequacy and reasonableness of program management policies, procedures, and processes including, but not limited to, planning design, and financial processes.
- Adequacy of the Memorandum of Understanding (MOU) between the District and Sharp HealthCare; and the ability of the resulting team structure to efficiently and effectively manage Proposition G programs
- Assessment of program management's awareness, understanding, and implementation of industry best practices.

**4. COMPONENTS OF THE REQUESTED QUALIFICATIONS TO PROVIDE THE ABOVE REVIEW**

The response shall be clear, concise, well organized and demonstrate the respondent's qualifications and experience applicable for performing the professional services as requested herein.

**5. PRE-SUBMITTAL QUESTIONS CONCERNING THE REQUEST FOR QUALIFICATIONS**

All questions, interpretations or clarifications, either administrative or technical must be requested in writing via e-mail and shall be directed to:

Thomas Saiz, Chief Financial Officer  
Grossmont Healthcare District  
9001 Wakarusa Street  
La Mesa, CA 91942  
tsaiz@grossmonthealthcare.org

All questions will be answered by e-mail and conveyed to all firms on the Request for Qualifications list. Verbal statements made by any person regarding the Request for Qualifications are considered invalid, unless confirmed via e-mail. All questions regarding the RFQ must be received in writing on or before **12:00 p.m. on January 22, 2010.**

**6. EVALUATION AND POTENTIAL AWARD OF CONTRACT**

The District anticipates selecting a firm within three (3) weeks of receipt of receiving RFQ's with which to negotiate a professional services contract. Work can begin March 1, 2010 and a draft report is due by April 30, 2010.

The RFQ's will be reviewed by the District to determine which firm demonstrates the highest competence and professional qualifications to perform the requested services. The Consulting firm for this project will be selected based on information submitted and the District reserves the right to interview one or more of the most highly qualified firms.

The District reserves the right to request additional information, which, in the District's opinion, is necessary to assure the firms competence, number of qualified employees and experience are adequate to perform services. Submitted documents become the property of the District and may be returned only at the District's option and at the Offeror's expense. Information contained therein shall become public documents subject to the Public Records Act. The District shall not be liable for any expenses incurred by any firm to prepare or submit a proposal.

It is the District's intention to select a firm that has demonstrated its competence and professional qualifications to perform the services. The District reserves the right to cancel or revise the RFQ and/or reject all or any Offeror.

The following insurance coverage shall be required by the District:

- a. Professional Liability - \$1,000,000 annual aggregate
- b. General Liability - \$1,000,000 annual aggregate
- c. Workers' Compensation per applicable laws

The District does not discriminate on the basis of race, color, national origin, ancestry, sex, age, religion, marital status, disability or sexual orientation in any of its policies, procedures or practices.

**7. RESOURCES**

For the purposes of assisting the bidder in familiarization with the scope of work involved, the following information is available for review. The information that has been noted is for reference purposes only.

1. Prop G Program Website – [www.grossmonthealthcare/ICBOC](http://www.grossmonthealthcare/ICBOC)