



COUNTY ADMINISTRATOR

SUSAN S. MURANISHI
COUNTY ADMINISTRATOR

March 1, 2023

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

SUBJECT: AWARD CONTRACTS TO APEX INVESTIGATIVE SERVICES, INC. AND DIGISTREAM BAY AREA, INC. FOR WORKERS' COMPENSATION INVESTIGATION SERVICES PANEL; MASTER CONTRACT NO. 902195; PROCUREMENT CONTRACT NO. 24933 AND 24934; AMOUNT: \$300,000

Dear Board Members:

RECOMMENDATION:

Authorize the Director of General Services Agency, or her designee, to execute Master Contract No. 902195 to provide Workers' Compensation investigation services for the term of 4/1/2023 – 3/31/2026, in the not-to-exceed pooled amount of \$300,000, with the following contractors:

- A. APEX Investigative Services, Inc. (Principal: Mike Rosenberg; Location: Sacramento); Procurement Contract No. 24933; and
- B. DigiStream Bay Area, Inc. (Principal: John Bergantinos; Location: Alameda); Procurement Contract No. 24934.

DISCUSSION/SUMMARY:

Under this contract, the contractors will provide investigation services for the County's self-insured Worker's Compensation plan, which is administered by the Risk Management Unit in the County Administrator's Office (CAO-RMU). All investigations will be handled by a panel of investigators and the contractors will coordinate with CAO-RMU and the County's contracted Workers' Compensation Third Party Administrator (TPA). Investigations will be conducted only when deemed necessary by the County and require a written referral from the TPA or the County describing the services needed from the investigation services contractor. Typically, Alameda County refers approximately 65 claims per year (although during COVID referrals declined by 80% annually) for one or more of the following Workers' Compensation investigation services related to:

- Employment/Course of Employment investigation,
- Surveillance/sub rosa, and
- Background checks.

The County will alternate referrals between contractors throughout the term of the contract. The investigation services ensure that Workers' Compensation claims are valid and support the overall financial viability of the Workers' Compensation program. Utilization of services and costs are expected to increase post COVID-19. There is no transition period required between the current and new vendors. All pending investigations will be closed prior to the new contract start date, effective April 1, 2023.

Alameda County's Workers' Compensation program covers the County's workforce, which consists of over 10,000 full-time equivalent positions, including safety personnel in the Sheriff's Office, Fire Department, District Attorney's Office, and the Probation Department. The County of Alameda administers its workers' compensation claims through a separate contract with a TPA.

SELECTION CRITERIA/PROCESS:

The CAO-RMU has determined that Alameda County does not currently have the resources to provide workers' compensation investigation services panel.

The CAO-RMU worked with General Services Agency–Procurement to develop a Request for Proposal (RFP), which was issued on October 20, 2022, posted on the website for 32 days, emailed to the Chambers of Commerce e-mail group, and sent to the E-Gov Professional Services – Current Contract Opportunities mailing service. The RFP was also advertised in the newspapers The Inter-City Express on October 24, 2022, and the San Francisco Daily Journal on October 25, 2022. A vendor outreach was conducted on October 26, 2022, followed by one networking/bidders conference on October 27, 2022, that was attended by four participants represented by three vendors.

On November 21, 2022, six bidders submitted responses to the RFP. All responses were evaluated, and the bidders were interviewed by the County Selection Committee. A maximum total of 550 evaluation points were available for this RFP. The total evaluation points included 50 preference points derived from a 5% preference for local vendors and a 5% preference for certified Small Local Emerging Business (SLEB) vendors, for a total of 10%.

APEX Investigative Services, Inc. and DigiStream Bay Area, Inc. were the highest-scoring responsive qualified vendors and are being recommended for award. APEX Investigative Services, Inc. is not a certified SLEB and is subcontracting 20% of the contract with NorCal Surveillance Group Inc. (Principal: Thuy Kieu; Location: Oakland; Certified Small: 17-00019; Expiration: 01/31/2023) to provide investigation services. NorCal Surveillance Group is currently in the process of SLEB recertification. DigiStream Bay Area, Inc. is not a certified SLEB and is subcontracting 20% of the contract with Blaisdell's Business Products (Principal: Margee Witt;

Location: San Leandro; Certified Small: 02-90133; Expiration: 03/31/2023) to provide office supplies and equipment.

The following is the evaluation summary:

EVALUATION SUMMARY

<i>Vendor</i>	<i>Location</i>	<i>Local</i>	<i>SLEB</i>	<i>Evaluation Points</i>
<i>APEX Investigative Services, Inc</i>	<i>Sacramento, CA</i>	<i>N</i>	<i>N</i>	<i>413</i>
<i>DigiStream Bay Area, Inc.</i>	<i>Alameda, CA</i>	<i>Y</i>	<i>N</i>	<i>372</i>
<i>J.D. Wesson and Associates, Inc.</i>	<i>Lincoln, CA</i>	<i>N</i>	<i>N</i>	<i>348</i>
<i>SIU Consultant Group, LLC</i>	<i>Pleasanton, CA</i>	<i>Y</i>	<i>N</i>	<i>338</i>
<i>Passanisi Investigations</i>	<i>San Francisco, CA</i>	<i>N</i>	<i>N</i>	<i>332</i>
<i>Command Investigations, LLC</i>	<i>Lake Mary, FL</i>	<i>N</i>	<i>N</i>	<i>320</i>

FINANCING:

Appropriations for this contract are included in the CAO-RMU Fiscal Year 2022-23 Approved Budget and will be requested in future budget years. No additional appropriations are required and there will be no increase in net County cost.

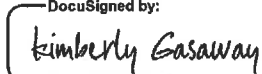
VISION 2026 GOAL:

The Workers' Compensation Investigation Services support the Vision 2026 Operating Principle of Fiscal Stewardship.

Very truly yours,



Susan S. Muranishi
County Administrator

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Kimberly Gasaway
Director, General Services Agency

Attachment

KG\PYM\mal\Board Letters\Purchasing\FY 2022-23\902195 WC Investigation Svcs

cc: Auditor-Controller
County Counsel

CONTRACT SUMMARY
WORKERS' COMPENSATION INVESTIGATION SERVICES PANEL
MC No. 902195
April 1, 2023 -- March 31, 2026

Vendor	Location	Dollar Value of Contract Award	Local Participation	Small and Local Participation
			Percentage	Percentage
APEX Investigative Services, Inc Principal: Mike Rosenberg	2424 K Street Sacramento, CA	Pool amount of \$300,000	0%	20%
DigiStream Bay Area, Inc. Principal: John Bergantinos	PO Box 1014 Alameda, CA		100%	20%

SLEB Subcontracting Information for APEX Investigative Services, Inc		
NorCal Surveillance Group Inc. Principal: Thuy Kieu Certified Small: 17-00019 Expired: 1/31/2023; in the process of recertification	1724 Mandela Parkway, Suite 8, OAKLAND 94703	20%

SLEB Subcontracting Information for DigiStream Bay Area, Inc		
Blaisdell's Business Products Principal: Margee Witt Certified Small: 02-90133 Expiration: 3/31/2023	2972 Alvarado Street, Suite H, SAN LEANDRO 94577	20%