



Interoffice Memorandum

August 10, 2020

To: Mayor Jerry L. Demings
and the Board of County Commissioners

From:

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Division

Contact: Claudia Yabrudy, Manager, Fiscal and Operational Support
Division, Health Services Department
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Subject: Ratification of Purchase Order M101377, COVID-19 Testing

ACTION REQUESTED:

Ratification of Purchase Order M101377, COVID-19 Testing, with AdventHealth Centra Care, in a not-to-exceed amount of \$149,985.

PROCUREMENT:

The purchase order encompasses onsite nurses, clerical staff, and test kits to facilitate onsite rapid COVID-19 antigen testing for County employees.

FUNDING:

Funding is available in account number 5895-019-8019-3197.

APPROVALS:

The Health Services Department concurs with this recommendation.

REMARKS:

In response to COVID-19, the Health Services Department requested an Emergency Purchase Order for AdventHealth Centra Care to provide on-site COVID-19 testing for Orange County staff.

Due to the urgent need to conduct COVID-19 testing for Orange County employees, quotes were requested from potential vendors but only AdventHealth Centra Care submitted a quote. The Procurement Division staff generated emergency field purchase order EFPO-0087 to contract for these services. It was critical to expedite this purchase due to the urgent need for the service. Price was negotiated and is considered fair and reasonable. Failure to issue this purchase order would have resulted in a delay of testing availability for employees and increased risk for the spread of COVID-19.