



Interoffice Memorandum

June 29, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Patrick Peters, Benefit & Wellness Administrator, Human Resources
Division 407-836-5817

SUBJECT: Approval of Amendment No. 7, Contract Y15-1053, Wellness Nurse
Services

ACTION REQUESTED:

Approval of Amendment No. 7, Contract Y15-1053, Wellness Nurse Services, with Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care, in the amount of \$39,245, for a revised contract amount of \$187,070.

PROCUREMENT:

To provide continued coverage for wellness nurse services while a new solicitation process is conducted in order to maintain services for employees.

FUNDING

Funding is available in account: 5540-025-0279-3195.

APPROVALS:

The Human Resources Division concurs with this recommendation.

REMARKS:

On June 12, 2016, the Board approved award of contract Y15-1053 in the amount of \$97,825 for a one-year term, renewable for two additional one-year terms. Previous amendments to the contract are as follows:

Amendment No. 1: Deleted instant cholesterol/glucose screening, added instant cholesterol screening hours, deleted instant glucose screening, and added instant A1c hours. The total remained \$97,825, annually.

Amendment No. 2: Renewed the contract for the period of June 12, 2016 through June 11, 2017.

Amendment No. 3: Increased quantity for RN/Specialty Nurse, deleted instant cholesterol screening, added A1c hours, reduced rate and correction to description for health cooking class (departmental) lunch and learn, increased rate for cooking demo (health fair setting), added services for health cooking class departmental- lunch and learn, added cost for cooking demo (health fair setting), added services for total lipid panel, added services for healthy cooking class, added cost for healthy cooking class with two samples for an annual increase to the contract of \$33,445, for a revised annual contract total of \$131,270.

Amendment No. 4: Renewed the contract for the period of June 12, 2017 through June 11, 2018.

Amendment No. 5: Extended the contract for two weeks from June 12, 2018 through June 30, 2018.

Amendment No. 6: Extended the contract for six months from June 30, 2018 through January 31, 2019, an increase of \$16,555, for a revised total contract amount of \$147,825.