




Interoffice Memorandum

January 7, 2019

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

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Ricardo Daye, Director, Human Resources Division
(407) 836-5825

SUBJECT: Award of Invitation for Bids Y19-139-AV, Wellness Nurse Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-139-AV, Wellness Nurse Services, to the low responsive and responsible bidder, Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care, for a 3-year term in the estimated annual contract award amount of \$206,930. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

This contract will provide onsite wellness services to employees.

FUNDING:

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

APPROVALS:

The Human Resources and Business Development Divisions concur with this recommendation.

REMARKS:

Five bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. CorpHealth Medical and Wellness Solutions, Inc. was deemed non-responsible for failing to demonstrate either experience in full-time on-site services or that the registered nurse has provided services for employee health to large employers with multiple locations. ACCPS, LLC, Pro Med Healthcare Services, and Supplemental Medical Services, Inc. dba Staff Link were deemed non-responsive for modifying the bid response form.

Services covered by this contract include a wellness onsite registered nurse, a specialty nurse to provide education and screening of common chronic diseases, and conducting demonstrations of healthy cooking options. Human Resources assessed the needs through direct feedback and utilization of the programs offered. Registered Nurse services are heavily utilized by employees, and those services require the oversight of a physician performing as the medical director to oversee the staff.

The lipid panel and hemoglobin A1c test and blood pressure checks are routinely performed by the nurse. These services have been able to identify issues before they become a crises. At large conferences, biometric screenings are heavily utilized. The high demand for this service has increased the need for biometric screening at the departments. The cooking classes at departments and at large conferences are specifically sought, as it provides employees with examples of healthy food choices and or alternatives.

Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care has the necessary manpower and equipment to perform this contract. Staff has determined that bid prices are reasonable based on comparison to previous contract prices with an increase in services. Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care meets all specifications and other requirements of the solicitation. Therefore, recommendation for award is made to Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care.

Bid tabulation is as follows:

Bidder	Estimated Annual Award Amount
Adventist Health System/Sunbelt, Inc. dba Florida Hospital Centra Care	\$206,930
CorpHealth Medical and Wellness Solutions, Inc.	Non-Responsible
ACCPS, LLC	Non-Responsive
Pro Med Healthcare Services	Non-Responsive
Supplemental Medical Services, Inc. dba Staff Link	Non-Responsive




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

November 30, 2018

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y19-139-AV, Wellness Nurse Services

The Business Development Division evaluated the **1 bid** submitted for this project and found that the **bidder is not** an Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

