



Interoffice Memorandum

February 18, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Josephine Eady, Health Services Administrator
Corrections Health Services Division
407-254-7559

SUBJECT: Award of Invitation for Bids Y19-129-MV, Staff Augmentation - Nursing
Services - Corrections

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-129-MV, Staff Augmentation - Nursing Services - Corrections, to the three low responsive and responsible bidders, COCCHHBHA Enterprises, Inc., Loyal Source Government Services, LLC, and SHC Services, Inc. for a collective total estimated 3-year contract award amount of \$2,805,315.54 for three contracts. Further request authorization for the Procurement Division to renew the contracts for two additional 1-year terms.

PROCUREMENT:

The contracts will provide temporary nursing services provided by registered nurses, licensed practical nurses, and medical assistants which are used to supplement County staff in the delivery of medical services to inmates at the Corrections Department. Routine examinations, health-related tests, and emergencies are handled by these personnel under the direction of the medical director and staff physicians.

FUNDING:

Funds are available in account number 0001 081 3806 3179.

APPROVALS:

The Corrections Health Services Division and Business Development Division concur with this recommendation.

REMARKS:

Twelve bids were received in response to this Invitation for Bids and were evaluated for price, responsiveness, and responsibility. APEX Staffing, Corp. was deemed non-responsive for submitting an incomplete bid response form.

Although progress has been made in the recruitment of permanent nursing staff, currently there are not enough nurses and allied professionals to support the number of inmates requiring medical care necessitating supplemental staffing. The continued nursing shortage is also a factor in this situation. While efforts to recruit and retain permanent staff continues, the temporary nursing services contracts will allow the department to quickly fill vacancies due to illness, vacation, or turnover.

Due to the high turnover of temporary nurses and the difficulty encountered in attracting qualified temporary nurses to work in the Corrections Department, award to three bidders is necessary to ensure the availability of personnel. Award to a single bidder will not ensure that this service is maintained at an acceptable level.

The contracted vendors will be provided projected openings on a monthly basis. Each vendor will indicate the positions they are capable of filling. If multiple vendors are able to fill the same position(s) the low cost vendor will be selected. The monthly schedule is subject to modification to accommodate schedule changes and emergency requirements that must be addressed in a timelier manner.

The bid tabulation is as follows:

COCCHHBHA Enterprises, Inc.	\$ 927,810.00
Loyal Source Government Services, LLC	\$ 930,003.54
SHC Services, Inc.	\$ 947,502.00
Staff Today, Inc.	\$1,003,716.42
Nurses First Solutions	\$1,069,110.00
ProMed Healthcare Services	\$1,148,517.00
Diskriter, Inc.	\$1,286,296.38
Nurses and More, Inc.	\$1,290,816.00
Assignment America, LLC	\$1,149,145.50
Sunbelt Staffing, LLC	\$1,439,478.00
Supplemental Medical Services, Inc.	\$1,439,332.20
APEX Staffing, Corp.	Non Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

February 18, 2019

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y19-129-MV, Staff Augmentation – Nursing Services – Corrections

The Business Development Division evaluated the **11 bids** submitted for this project and found that the **bidders are 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