




Interoffice Memorandum

October 21, 2019

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

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: John Goodrich, Deputy Director, Health Services Department
(407) 836-7689

SUBJECT: Approval of Change Order No. 4, Purchase Order M94691,
Radiological Examination Services for the Orange County Medical
Clinic

ACTION REQUESTED:

Approval of Change Order No. 4, Purchase Order M94691, Radiological Examination Services for the Orange County Medical Clinic, with Orlando Health Imaging Center, in the amount of \$26,050.

PROCUREMENT:

This procurement provides interim radiological examinations for daily operations at the Orange County Medical Clinic. The Medical Clinic provides specialty care service to eligible patients referred to the clinic through the Orange County Secondary Care program. This change order extends and funds services through February 29, 2020 to allow sufficient time to complete a competitive procurement process.

FUNDING:

Funding is available in account number 0001-060-2502-3195.

APPROVALS:

The Health Services Department concurs with this request.

REMARKS:

These services were part of Contract Y17-1089; however, due to performance deficiencies, the County decided to allow the contract to expire and re-solicit. As a result, interim Purchase Order M94691 was issued for operational continuity until a procurement process can be completed. Radiological examination services were previously solicited under Invitation for Bids Y19-190; however, the bid received was non-responsive.

The Procurement Division is currently working on a solicitation with the effort of establishing a contract for these services. There are certain security standards that must be met by the awarded vendor in order to keep patient information secure. This part of the solicitation recently received approval from the Information Systems and Services Division and a draft document is under review.

Approval of Change Order No. 4 to Purchase Order M94691, Radiological Examination Services for the Orange County Medical Clinic

Previous PO change orders are as follows:

Change Order No. 1: Updated the contact information for Orlando Health Imaging Center.

Change Order No. 2: Increased the PO amount by \$30,000 to \$83,250 and extended the period of performance through October 31, 2019.

Change Order No. 3: Increased the PO amount by \$16,700 to \$99,950 and extended the period of performance through January 31, 2020.