




Interoffice Memorandum

August 16, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,
Procurement Division

CONTACT: Shari Hopwood, Pharmacy Director, Health Services Department
407-836-9225

SUBJECT: Award of Invitation for Bids Y21-1049-AV, Licensed Pharmacy Staff
Augmentation

ACTION REQUESTED:

Approval to award Invitation for Bids Y21-1049-AV, Licensed Pharmacy Staff Augmentation, to the low, responsive and responsible bidder, Staff Today Inc., in the estimated contract award amount of \$233,241.60 for a one-year term. Further, request authorization for the Procurement Division to renew the contract for four additional one-year terms.

PROCUREMENT:

This contract will provide pharmacists and pharmacy technicians for the Orange County Medical Clinic and Orange County Corrections Health Services Divisions on an as needed basis.

FUNDING:

Funding is available in account numbers 0001-060-2496-3195 and 0001-060-3806-3195.

APPROVALS:

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

REMARKS:

Four bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Staff Today Inc. has a satisfactory record of performance, is considered responsible, and has the ability to perform this contract. Therefore, recommendation for award is made to Staff Today Inc.

Bid tabulation is as follows:

Staff Today Inc.	\$233,241.60
Soliant Health, LLC	\$299,337.80
CareerStaff Unlimited, LLC	\$336,690.00
Jules Enterprise Group, Inc. dba Anuco Rx	\$370,750.80



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

July 30, 2021

TO: Ana Villalona, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y21-1049-AV, Pharmacy Staff Augmentation**

The Business Development Division evaluated the **four bids** submitted for this project. **None of the bidders** were an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid openings there was at least one firm certified at the prime level for the scope of service. The bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson