



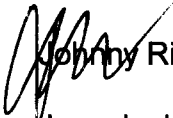
Interoffice Memorandum

APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS

September 28, 2015

OCT 20 2015 JK/BS

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM:  Johnny Richardson, Manager, Procurement Division

CONTACT: Jane Jenkins, Health Services Administrator  
Corrections Health Services Division  
407-254-7559

SUBJECT: Award of Invitation for Bids Y15-1145-JS, Temporary Labor - Nursing  
Services - Corrections

ACTION REQUESTED:

Approval to award Invitation for Bids Y15-1145-JS, Temporary Labor - Nursing Services - Corrections, to the three lowest responsive and responsible bidders, Staff Today, Inc., SHC Services, Inc. d/b/a Supplemental Health Care and Maxim Healthcare Services, for a collective total estimated annual contract award amount of \$300,000 for three contracts. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

Temporary nursing services provided by registered nurses (RNs), licensed practical nurses (LPNs) and medical assistants (MAs) 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.

DISCUSSION:

Seven bids were received in response to Invitation for Bids Y15-1145-JS and were evaluated for price, responsiveness and responsibility.

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 more timely manner.

The bid tabulation is attached.

BID TABULATION  
Y15-1145-JS  
TEMPORARY LABOR - NURSING SERVICES - CORRECTIONS

Item	Description	Est. Annual Hours	Staff Today, Inc.		SHC Services, Inc. d/b/a Supplemental Health Care		Maxim Healthcare Services		Rehabchoice, Inc. d/b/a CSI Staffing		All's Well Professional Services Co., d/b/a All's Well Health Care Services		ProMed Healthcare Services, LLC		The Rose Group, Inc. d/b/a Suwannee Medical Personnel	
			Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price	Hourly Billing Rate	Extended Price
1	Registered Nurse	180	\$29.87	\$5,376.60	\$27.75	\$4,995.00	\$27.75	\$4,995.00	\$35.00	\$6,300.00	\$42.99	\$7,738.20	\$42.00	\$7,560.00	\$39.50	\$7,110.00
2	Licensed Practical Nurse	9,660	\$24.02	\$232,033.20	\$27.50	\$265,650.00	\$27.50	\$265,650.00	\$28.25	\$272,895.00	\$27.55	\$266,133.00	\$30.00	\$289,800.00	\$31.00	\$299,460.00
3	Medical Assistant	1,530	\$16.44	\$25,153.20	\$15.00	\$22,950.00	\$15.00	\$22,950.00	\$15.00	\$22,950.00	\$19.60	\$29,988.00	\$19.00	\$29,070.00	\$19.25	\$29,452.50
4	Registered Nurse, OT	32	\$44.81	\$1,433.92	\$27.75	\$888.00	\$41.62	\$1,331.84	\$52.50	\$1,680.00	\$64.48	\$2,063.36	\$63.00	\$2,016.00	\$59.25	\$1,896.00
5	Licensed Practical Nurse, OT	100	\$36.03	\$3,603.00	\$27.50	\$2,750.00	\$41.25	\$4,125.00	\$42.37	\$4,237.00	\$41.32	\$4,132.00	\$45.00	\$4,500.00	\$46.50	\$4,650.00
6	Medical Assistant, OT	32	\$24.66	\$789.12	\$15.00	\$480.00	\$22.50	\$720.00	\$22.50	\$720.00	\$29.40	\$940.80	\$28.50	\$912.00	\$28.88	\$924.00
7	Registered Nurse, Holiday	32	\$44.81	\$1,433.92	\$27.75	\$888.00	\$27.75	\$888.00	\$52.50	\$1,680.00	\$64.84	\$2,074.88	\$63.00	\$2,016.00	\$49.38	\$1,580.00
8	Licensed Practical Nurse, Holiday	100	\$36.03	\$3,603.00	\$27.50	\$2,750.00	\$27.50	\$2,750.00	\$42.37	\$4,237.00	\$41.32	\$4,132.00	\$45.00	\$4,500.00	\$38.75	\$3,875.00
9	Medical Assistant, Holiday	32	\$24.66	\$789.12	\$15.00	\$480.00	\$15.00	\$480.00	\$22.50	\$720.00	\$29.40	\$940.80	\$28.50	\$912.00	\$24.06	\$770.00
	Total Estimated Offer			\$274,215.08		\$301,831.00		\$303,889.84		\$315,419.00		\$318,143.04		\$341,286.00		\$349,717.50




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 20, 2015

TO: Jim Schell, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y15-1145-JS, Temporary Labor - Nursing Services - Corrections**

The Business Development Division evaluated the **7 bids** submitted for this project and found that **none** of the bidders are 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, Acting Manager, Business Development Division