

AGENDA



Thursday, April 23, 2009

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 39

Subject: Authorize award, negotiation, and execution of a 7-month requirements service contract with DOCTORS CENTER HEALTH SERVICES, Jacksonville, FL, for employee health and fitness services in an estimated amount not to exceed \$96,000, with two 12-month extension options in an estimated amount not to exceed \$161,800 for the first extension option, and \$190,400 for the second extension option, for a total estimated contract amount not to exceed \$448,200.

Amount and Source of Funding: Funding in the amount of \$30,300 is available in Fiscal Year 2008-2009 Operating Budget of the Employee Benefits Fund of the Human Resources Department. Funding for the remaining three months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Malinda Horitski, Buyer II/974-2651.

Purchasing Language: Best evaluated proposal of four proposals received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract is for employee health and fitness services for City employees, retirees, and other eligible participants. The services will include providing voluntary blood screenings, fitness assessments, bone density screenings, and flu shots as preventive health measures targeting common acute illnesses and chronic diseases.

In addition to the standard health and fitness services that have been offered to City employees in previous years, the contract adds a Modified Fitness Assessment (height, weight, body mass index, body fat analysis, hip/waist measurement and blood pressure) that offers a more efficient and accessible method for employees to learn about their personal fitness, as well as a non-invasive finger-stick blood screening option that provides immediate feedback regarding blood glucose, total cholesterol and HDL cholesterol without the participant being required to fast.

The recommendation for award is based on evaluation of proposals reviewed by professional and managerial staff from the Human Resources Department's Benefits Division. The panel members are familiar with the services and the industry and recommend The Doctor's Center Health Services, Inc. as offering the best program with the lowest costs.

MBE/WBE solicited: 6/4

MBE/WBE bid: 0/0

PRICE ANALYSIS

a. Adequate competition

b. One hundred seventeen notices were sent, including six MBEs and four WBEs. Four proposals were received, with no response from the MBE/WBEs.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal received.
- b. The Purchasing Office concurs with the Human Resources Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.