

AGENDA



Thursday, December 16, 2010

Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION

Item No. 59

Subject: Authorize award and execution of a 36-month requirements service contract with PROTOUCH NURSES, INC., dba PROTOUCH STAFFING, Houston, TX, or one of the other qualified bidders for IFB-BV No. PAX0200, to provide medical staffing services in an estimated amount not to exceed \$255,000, with three 12-month extension options in estimated amounts not to exceed \$95,000 for the first extension option, \$100,000 for the second extension option, and \$105,000 for the third extension option, for a total estimated contract amount not to exceed \$555,000.

Amount and Source of Funding: Funding in the amount of \$54,166 is available in the Fiscal Year 2010-2011 Operating Budget of the Austin Police Department. Funding in the amount of \$12,500 is available in the Fiscal Year 2010-2011 Operating Budget of the Health and Human Services Department. Funding for the remaining 26 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: Sai Xoomsai, Buyer I, 972-4016

Purchasing Language: Best evaluated bid meeting specifications of six bids 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 will establish a reliable source for Phlebotomy services for the Austin Police Department (APD) and Phlebotomists, Radiologic Technologists, and other temporary medical personnel for the Health and Human Services Department (HHSD) on an as needed basis.

In conjunction with APD's Blood Alcohol Testing (BAT) Program, services will be provided at either the Travis County Central Booking Facility or various locations throughout the City of Austin. A video camera has been installed to record the taking of blood specimens by phlebotomists at the Travis County Central Booking Facility. The camera will be operational when the contract is enacted. Additional services will include court time for testimony relative to evidence collection.

HHSD operates a tuberculosis (TB) clinic which provides services for latent and active TB cases. The temporary Phlebotomists and Radiologic Technologists will be employed when the demand for services is greater than HHSD full-time staff can provide or when HHSD needs short-term supplemental services due to employee leave/vacation.

In order to determine the best value to the City, evaluation criteria included cost, office(s) located in the Austin area, vendor experience, the number of phlebotomists and radiologic technologists that are currently under contract, and the number of phlebotomists and radiologic technologists placed in temporary postings within the last 12 months.

This request allows for the execution of a contract with a bidder, who provides the best value to the City, that Council selects. If this bidder does not execute a contract with the City, staff will return to Council so that Council may select another best value bidder and authorize a contract with this bidder.

MBE/WBE solicited: 20/26 MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Four hundred fifteen notices were sent, including 20 MBEs and 26 WBEs. Six bids were received, with no response from the MBE/WBEs.
- c. This is the first contract for these services; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Best evaluated bid meeting specification of six bids received.
- b. The Purchasing Office concurs with the Austin Police Department and Health and Human Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.