



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 29  
AGENDA DATE: Thu 02/12/2004  
PAGE: 1 of 2**

**SUBJECT:** Authorize execution of a 12-month service agreement with SILVER ASSOCIATES, Inc., (MBE/MB), Houston, TX, ACCURATE PERSONNEL INC., Houston, TX and CERTIPHARM, INC., (MBE/ME), Killeen, TX for temporary licensed pharmacists and pharmacy technicians in an amount not to exceed \$372,424.

**MOUNT & SOURCE OF FUNDING:** Funding in the amount of \$217,247 is available in the Fiscal Year 2003-2004 Operating Budget of the Community Care Services Department. Funding for the remaining five months of the original contract period is contingent upon available funding in future budgets.

**FISCAL NOTE:** There is no unanticipated fiscal impact. A fiscal note is not required.

<b>REQUESTING</b> Purchasing	<b>DIRECTOR'S</b>
<b>DEPARTMENT:</b> for Community Care Services;	<b>AUTHORIZATION:</b> <u>Vickie Schubert</u>

**FOR MORE INFORMATION CONTACT:** Vikie DeLuyck, Buyer II, 972-4014

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Low bids of four bids received.

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 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.

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This service agreement with three temporary staffing placement agencies will provide licensed pharmacists and certified pharmacy technicians to staff the Community Health Center (CHC) pharmacies in the Community Care Services Department (CCSD).

This agreement is necessary due to a nationwide shortage of pharmacists, which has made it extremely difficult for CCSD to attract and retain qualified pharmacists and pharmacy technicians as regular City employees. In order to prevent interruption of service at CCSD pharmacies, CCSD will use the pharmacists and pharmacy technicians provided by these temporary staffing agencies to address the personnel shortage created by vacant positions, annual leave and other scheduled/unscheduled absences.

The certified pharmacy technicians will, under supervision of licensed pharmacists, perform miscellaneous tasks such as repackaging of medications, cabinet stocking and medication labeling. This will free the pharmacists to provide other services, such as monitoring of pharmaceutical inventory and tracking of prescription dispensing.

CCSD is required by the Texas State Board of Pharmacy regulations to have at least one pharmacist on-site during all hours of pharmacy operation. Typically, the pharmacies dispense up to 400 prescriptions in an 8-hour period. Guidelines recommend pharmacists fill an average of 150 prescriptions per day.



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resulting in the need for multiple pharmacists at several locations.

On May 3, 2001, City Council approved a contract that expires on May 4, 2004, for temporary pharmacists and pharmacy technicians. Action by Council is requested to award this service agreement to multiple contractors to ensure that temporary services are available when needed. In each case, the lowest bidder will be the primary contact. The next lowest bidder will be contacted in the event that no one is available from the primary.

**BID TABULATION**  
**IFB NO. VD04300012**

<b><u>PHARMACIST</u></b> Est. 6240 Hours			<b><u>PHARM TECHNICIANS</u></b> Est. 5200 Hours	
<b><u>Vendor Name</u></b>	<b><u>Hourly Rate</u></b>	<b><u>Total</u></b>	<b><u>Hourly Rate</u></b>	<b><u>Total</u></b>
<b>Silver &amp; Associates</b> Houston, TX MBE/MB	\$47.60	\$297,024	\$16.20	\$84,240
<b>Accurate Personnel</b> Houston, TX	\$51.45	\$321,048	\$14.50	\$75,400
<b>Centipharma, Inc.</b> Killeen, TX MB/MBE	\$51.45	\$321,048	\$27.50	\$143,000
<b>Alliance Services</b> Jackson, WI	\$60.00	\$374,000	No Bid	

**PRICE ANALYSIS**

- a) Adequate competition.
- b) Ninety one notices were sent, including six M/WBES. Three bids were issued. Four bids were received with two M/WBE responses.
- c) The current contract with Strategic Consulting had an hourly rate for pharmacists of \$52.00 and Optimal In-Home Care had an hourly rate of \$49.00 for a pharmacy technician. This represents a 9% decrease in the hourly rate for pharmacists and a 30% decrease in the hourly rate for pharmacy technicians.

**APPROVAL JUSTIFICATION**

- a) Low bidders.
- b) The Community Care Services Department concurs with the recommended award.
- c) Advertised in the Austin American-Statesman and on the City web site.