



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

**AGENDA ITEM NO.: 34
AGENDA DATE: Thu 04/28/2005
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SUBJECT: Authorize execution of a 12-month service agreement with SILVER & ASSOCIATES, INC., (MBE/MB), Houston, TX, STAFF SEARCH HEALTHCARE, Austin, TX, and BACKSTAGE MEDICAL SERVICES, Austin, TX, for temporary licensed pharmacists and certified pharmacy technicians in an amount not to exceed \$100,000, with three 12-month extension options in an amount not to exceed \$100,000 per extension option, for a combined total agreement amount not to exceed \$400,000.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$41,667 is available in the Fiscal Year 2004-2005 Operating Budget of the Community Care Services Department. Funding for the remaining seven 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.

REQUESTING Purchasing
DEPARTMENT:for Community Care
Services;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Corliss Miller, Buyer II, 972-4017

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bids of five 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.

This service agreement with three temporary staffing placement agencies will provide licensed pharmacists and certified pharmacy technicians to staff the Community Care Services Department's (CCSD) two Class A pharmacies.

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 the CCSD pharmacies, CCSD will use the pharmacists and pharmacy technicians provided by these temporary staffing agencies to address any personnel shortages 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 the repacking of medications, cabinet stocking and medication labeling. This will free up the pharmacists to provide other services, such as patient interventions and education, monitoring of pharmaceutical inventory and the 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 200 prescriptions in an 8-hour period. Guidelines recommend pharmacists fill an average of no more than 150 prescriptions



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per day, resulting in the need for multiple pharmacists.

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
TEMPORARY LICENSED PHARMACISTS AND
CERTIFIED PHARMACY TECHNICIANS
IFB NO. COO5300026**

<u>Vendor Name</u>	<u>PHARMACIST</u> <u>Hourly Rate</u>	<u>PHARMACY TECHNICIANS</u> <u>Hourly Rate</u>
Silver & Assoc (MBE/MB) Houston, TX	\$54.00	\$17.55
Staff Search Austin, TX	\$66.50	\$19.95
Backstage Medical Austin, TX	\$59.00	\$29.00
EMStaff/EuroSoft Austin, TX	\$61.20 *	\$20.05*
E-Consulting, Inc. Irving, TX	\$69.00*	\$18.00*

*Bid did not meet minimum specification of 1 year of recent, relevant experience as required by the solicitation.

PRICE ANALYSIS

- a) Adequate competition.
- b) Sixteen bids were issued including one MBE. Five bids were received including one MBE.
- c) The new pricing represents an 18% increase to the last contract. This can be attributed to rising costs in overall labor throughout the medical industry.

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.