



City of Coral Gables
CITY COMMISSION MEETING
COMMISSION MEETING DATE

ITEM TITLE:

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Drug/Alcohol Screening & Physical Examination Services to Richard L. Dolsey PHC, Inc. dba Physicians Health Center, the highest ranked responsive and responsible proposer, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposal (RFP) 2023-022.

BRIEF HISTORY:

The purpose of this RFP is to award a qualified and experienced professional firm ("Proposer") to provide Drug/Alcohol Screening & Physical Examination Services.

On August 14, 2023, the Procurement Division of Finance formally advertised, issued and distributed RFP 2023-022 Drug/Alcohol Screening & Physical Examination Services. Twenty (20) prospective proposers prospective proposers were notified of the RFP package from INFOR.

On September 11, 2023, three (3) prospective companies submitted proposals in response to the RFP: Moya-Prida MD, Inc., Occupational Health Centers of the Southwest, P.A. dba Concentra Medical Centers, Inc., and Richard L. Dolsey PHC, Inc. dba Physicians Health Center.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP.

On October 6, 2023, the Evaluation Committee convened to evaluate proposals and ranked the firms in the following order of preference: Richard L. Dolsey PHC, Inc. dba Physicians Health Center, (top-ranked) and Occupational Health Centers of the Southwest, P.A. dba Concentra Medical Centers (second ranked) and Moya-Prida MD, Inc (second ranked) and Moya-Prida MD, Inc. (third-ranked). The Evaluation Committee determined that Richard L. Dolsey PHC, Inc. dba Physicians Health Center, was the highest ranked responsive-responsible proposer.

The Evaluation Committee further recommended that should negotiations fail with Richard L. Dolsey, Inc. dba Physicians Health Center, that negotiations may commence with the second ranked firm.

The Chief Procurement Officer recommends accepting the Evaluation Committee's recommendation to award and negotiate an agreement with Richard L. Dolsey PHC, Inc. dba Physicians Health Center, for RFP 2023-022 Drug/Alcohol Screening & Physical Examination Services for an initial period of three (3) years with the option to renew for two (2) additional one (1) year periods.

ATTACHMENT(S):

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$55,419	001-1120-513-3116	General Fund
2.	\$22,000	001-1130-513-3116	General Fund
Total:	\$77,418		

Fiscal Impact: This contract will ensure that the City complies with its Drug Free Workplace Program as well as its pre-employment requirements and other employment requirements.

BUSINES IMPACT:

N/A