



**City of Coral Gables**  
**CITY COMMISSION MEETING**  
**September 22, 2015**

C-3

**ITEM TITLE:**

A Resolution accepting the recommendation of the Chief Procurement Officer to award a contract for Medical Director Services for the Fire Department to Dr. Frederick Keroff, M.D., through InPhyNet South Broward, Inc., d/b/a Team Health Southeast, pursuant to Section 2-828 entitled "Contract Award" of the Procurement Code, and Request for Proposal (RFP) No. 2015.07.20.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval

**BRIEF HISTORY:**

The purpose of this RFP is to select a qualified physician to serve in the capacity of Medical Director for the Fire Department. The Medical Director will be an independent contractor of the City who will supervise and be responsible for the performance of Emergency Medical Technicians (EMT)'s and Paramedics functioning in the Fire Department as provided under Florida Statutes. The Medical Services Director will provide medical direction for a State of Florida licensed Advanced Life Support (ALS) EMS provider, in compliance with all requirements of Florida Statutes, Chapters 458 and 401, and Florida Administrative Code, Chapter 64J-1.

On July 20, 2015, the Procurement Division of Finance formally advertised, issued and distributed the Medical Services Director Request For Proposal (RFP) No. 2015.07.20. On July 27, 2015, a non-mandatory pre-proposal meeting was held with two (2) proposers in attendance of the five (5) proposers who obtained the RFP package from the Procurement Division.

On September 2, 2015, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals received from Dr. John E. Braden, M.D., and Dr. Frederick Keroff, M.D., and conducted interviews with both physicians. After the interviews were completed, the Evaluation Committee selected Dr. Frederick Keroff, M.D., as the most responsive and responsible proposer. It is the recommendation of the Evaluation Committee to award this contract, to Dr. Frederick Keroff, M.D., the City's current Medical Director in the amount of \$66,000 annually.

The Chief Procurement Officer and Fire Department concur with the Evaluation Committee's recommendation to award Dr. Frederick Keroff, M.D., the Medical Director Services contract.

**FINANCIAL INFORMATION:**

No.	Amount	Account No.	Source of Funds
1.	\$66,000 Annual	001-5500-522-31-30	General Fund
<b>Total</b>	<b>\$66,000 Annual</b>	Approval By:	

**APPROVED BY:**

Department Director	City Attorney	City Manager

**ATTACHMENT(S):**

- 1. Draft Resolution
- 2. Evaluation Results
- 3. Tabulation
- 4. RFP Response