

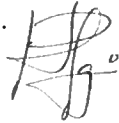
**CITY OF CORAL GABLES**

**-MEMORANDUM-**

**TO:** Honorable Mayor and  
Members of the City Commission

**Date:** May 12, 2023

**FROM:** Peter J. Iglesias, P.E.  
City Manager



**SUBJECT:** Award Recommendation  
RFP 2023-008 Occupational Health &  
Medical Services

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At the next available City Commission Meeting an award recommendation for Request for Proposal (RFP) 2023-008 Occupational Health & Medical Services will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with Richard L. Dolsey PHC, Inc. dba Physicians Health Center the highest ranked responsive and responsible proposer. The proposal from Richard L. Dolsey, PHC, Inc. dba Physicians Health Center was determined to be the most advantageous to the city, taking into consideration the price and other criteria set forth in the RFP 2023-008 Occupational Health & Medical Services.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer Caduceus Occupational Medicine dba Caduceus Exams Management, if determined to be in the best interest of the city, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On February 13, 2023, the Procurement Division of Finance formally advertised, issued, and distributed Occupational Health & Medical Services, RFP 2023-008. Forty-four (44) prospective proposers downloaded the RFP package from Public Purchase, the City's web-based e-Procurement service.

On April 3, 2023, three (3) firms submitted proposals in response to the RFP: Caduceus Occupational Medicine dba Caduceus Exams Management, Moya-Prida MD, 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 May 8, 2023, the Evaluation Committee convened to evaluate proposals and ranked the firms in the following order: Richard L. Dolsey PHC, Inc. dba Physicians Health Center (top-ranked) and Caduceus Occupational Medicine dba Caduceus Exams Management (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 for the services for an initial three (3) year term with two (2) one (1) year renewals.

The Evaluation Committee further recommended that should negotiations fail with Richard L. Dolsey PHC, Inc. dba Physicians Health Center negotiations could be conducted with the next ranked firm Caduceus Occupational Medicine dba Caduceus Exams Management.

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal response and evaluation results will be provided to you as part of the Agenda package.

Please contact me should you have any questions.

Copy:

Cristina M. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Alberto N. Parjus, Assistant City Manager

Raquel Elejabarrieta, Director, Human Resources

Jose Rodriguez, Assistant Director of Human Resources

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer