



**City of Coral Gables  
CITY COMMISSION MEETING  
May 23, 2023**

**ITEM TITLE:**

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Occupational Health & Medical 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) 2023-008.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval.

**BRIEF HISTORY:**

The purpose of this RFP is to award a qualified and experienced professional firm ("Proposer") to provide Occupational Health & Medical Services

On February 13, 2023, the Procurement Division of Finance formally advertised, issued and distributed RFP 2023-008 Occupational Health & Medical Services. 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) prospective companies submitted proposals in response to the RFP: Caduceus Occupational Medicine dba Caduceus Exams Management, Moya-Prida MD, 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.

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 2023-008 Occupational Health & Medical Services for an initial period of three (3) years with the option to renew for two (2) additional one (1) year periods.

**FINANCIAL INFORMATION:**

No.	Amount	Account No.	Source of Funds
	\$79,200 (3-year estimate)	001-1130-513-3116	General Fund – Human Resources Operating
	\$160,000 (3-year estimate)	001-1120-513-3116	General Fund – Human Resources Operating

**ATTACHMENT(S):**

1. Resolution