

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: March 27, 2020

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Budget Director

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Award of Bid# 2020032 – Medical Services for Persons with Special Needs (PSN) Shelter

BACKGROUND:

On behalf of the Emergency Services Department, sealed bids were requested for providers of temporary health care staffing for the Persons with Special Needs (PSN) shelter during emergency evacuations. The medical staffing will include two nurses (at least one of whom is a Registered Nurse), six Certified Nursing Assistants or Home Health Aides, and one Respiratory Therapist. The term of award is three years, with three one-year extensions available.

BID RESULTS:

Advertising Date: February 23, 2020
 Bid Opening Date: March 20, 2020
 Broadcast to: 165 Vendors
 Bid Documents Downloaded by: 6 Vendors
 Replies: 2 Vendors

Firm	Location	Total Hourly Bid Price
Creative Solutions Companion Care Service, LLC	West Palm Beach	\$197.00
Response Systems, Inc.	Englewood	\$904.33

ANALYSIS:

The Emergency Services Department has recommended award to Creative Solutions Companion Care Service, LLC as the lowest, responsive and responsible bidder.

SOURCE OF FUNDS:

Expenses incurred for this work are anticipated to be funded through FEMA reimbursement.

RECOMMENDATION:

Staff recommends that the Board award bid 2020032 to Creative Solutions Companion Care Service, LLC, approve the sample agreement and authorize the Chairman to execute said agreement after the County Attorney has approved the agreement as to form and legal sufficiency, and receipt and approval of the required insurance.

Attachment:

Sample Agreement