



Legislation Text

File #: 22-2717, **Version:** 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: December 14, 2022
COUNCIL DISTRICT(S): N/A
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Jack Ireland

SUBJECT

Authorize a three-year service contract for communicable disease exposure laboratory testing for the Fire-Rescue Department - Clinical Pathology Laboratories, Inc., most advantageous proposer of two - Not to exceed \$186,450 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide for communicable disease exposure laboratory testing. The Fire-Rescue Department (DFD) personnel who are vulnerable to communicable diseases while responding to emergency calls. This service contract engages a medical laboratory where DFD personnel can visit and be tested for various communicable diseases. The test results are sent to the DFD nurse who is responsible for administering necessary vaccines according to the lab results or directing personnel to seek appropriate medical attention. The DFD nurse also provides personnel support in coordinating medical assistance and monitors their progress.

A medical laboratory provides immediate availability to a medical testing facility and expeditious test results which enables medical personnel to treat DFD staff swiftly in the event of exposure to a communicable disease.

Communicable disease testing includes tests such as:

- Hepatitis
- HIV
- Measles
- Mumps
- Rubella

A five-member committee from the following departments reviewed and evaluated the qualifications:

- Fire-Rescue Department (2)
- Police Department (1)
- Small Business Center (1)
- Office of Procurement Services (1)*

*The Office of Procurement Services evaluated cost and local preference, if applicable.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30 points
- Experience 25 points
- Approach 20 points
- Business Inclusion and Development Plan 15 points
- Proposed supply chain management and lead time delivery 10 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 12, 2017, City Council authorized a three-year service contract with two one-year renewal options for communicable disease exposure testing for Fire-Rescue personnel with Clinical Pathology Laboratories, Inc. by Resolution No. 17-0569.

FISCAL INFORMATION

Fund	FY 2023	FY 2024	Future Years
General Fund	\$62,150.00	\$62,150.00	\$62,150.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$186,450.00	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Policy does not apply to Other Service contracts. • Clinical Pathology Laboratories, Inc. - Non-local; Workforce - 0.00% Local 		

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BBZ22-00018325. We opened them on December 23, 2021. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Clinical Pathology Laboratories, Inc.	11886 Greenville Ave. Suite 120 Dallas, TX 75243	84.00
HealthTrackRx	1500 I-35W Denton, TX 76207	Non-responsive

OWNER**Clinical Pathology Laboratories, Inc.**

Bobby Smithson, President
John Carlson, Sr. Vice President