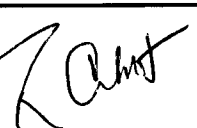


MANATEE COUNTY GOVERNMENT SOURCE SELECTION

SUBJECT	Community Care for the Elderly (CCE) Personal Care Services	DATE POSTED	June 8, 2010 13 6/8/2010
PURCHASING REPRESENTATIVE	Frank Lambertson, 749-3042	DATE CONTRACT SHALL BE AWARDED	N/A
DEPARTMENT	Financial Management Dept./Purchasing Div.	CONSEQUENCES IF DEFERRED	N/A
SOURCE RECOMMENDATION	Approved Home Health Care Utopia Home Care, Inc. Home Instead Senior Care	AUTHORIZED BY DATE	Rob Cuthbert  June 8, 2010

ACTION DESIRED

Authorization to enter into negotiations with Approved Home Health Care, Bradenton, FL, Uopia Home Care, Inc., St. Petersburg, FL and Home Instead Senior Care, Bradenton, FL for the purpose of providing Personal Care Services to assist the functionally impaired elderly person with bathing, dressing and ambulation for a specified period of time.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Manatee County Code of Laws, Chapter 2-26 Manatee County Purchasing Ordinance, Section 2-26-40 and the Standards and Procedures approved by the County Administrator.

BACKGROUND/DISCUSSION

- Estimated expenditure of future funding for Personal Care Services is estimated on a yearly basis to be \$132,005.00. Funding is provided by Community Care for the Elderly (CCE) a State of Florida Agency.
- Funding Source: 173 9001016 534000
- **MANATEE COUNTY** firms that were directly contacted and made aware of this Request for Proposal were, and took the following actions in response to the RFP:

Allean's Loving Care Inc., Bradenton, FL (did not submit a proposal)
 Approved Home Health Care, Bradenton, FL (submitted a proposal)
 Home Instead Senior Care, Bradenton, FL (submitted a proposal)
 Precise Home Companions, Bradenton, FL (did not submit a proposal)

There were no other Manatee County firms found that would provide the products and services required by the RFP.

Proposals were received from the following firms:

Manatee County firms:

Approved Home Health Care, Bradenton, FL
 Home Instead Senior Care, Bradenton, FL

SUMMARY	Recommend negotiations with Approved Home Health Care; Utopia Home Care; and Home Instead Senior Care.		
ATTACHMENTS: (List in order as attached)	INSTRUCTIONS TO BOARD RECORDS:		
1. Approval Email	N/A		
COST	To be negotiated	SOURCE (ACCT# & NAME)	Department to advise
COMMENTS	N/A	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)	N/A

Local firms:

All Stat Home Health, Sarasota, FL
Utopia Home Care, Inc., St. Petersburg, FL

Other firms:

Caregiver Services Inc., Miami, FL

Approval to enter into negotiations with the three top ranked firms, multiply firms are selected to meet the County's elderly citizen's needs.

- Manatee County has the need to acquire CCE Personal Care Services as outlined in the RFP. The RFP requires firms to provide Personal Care Service to assist the functionally impaired elderly person with bathing, dressing and ambulation for a specified period of time.
- 1/27/10 – 4/30/10 the appropriate proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar to twenty nine (29) CCE Personal Care Services firms; ten (10) firms downloaded the RFP and five (5) firms' submitted proposals.
- The RFP was advertized locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to members.

- The Selection Committee consisted of:

Traci Adams, Community Services Department
Anne Simpson, Community Services Department
Frank Lambertson, Financial Management Department

- The Selection Committee convened 4/23/10 and shortlisted the following firms:

All Stat Home Health, Sarasota, FL
Approved Home Health Care, Bradenton, FL
Home Instead Senior Care, Bradenton, FL
Utopia Home Care, Inc., St. Petersburg, FL

- The Selection Committee convened 4/30/10 to hear oral presentations from the shortlisted firms and then ranked the firms as follows: It was determined that all four (4) shortlisted firms would be awarded contracts in various dollar amounts based on the Committee perceived view of their ability to perform.
- Ranked #1, Approved Home Health Care, Bradenton, FL – The proposer was determined to best meet the needs of the County for CCE personal care service and has been successfully performing these services for County. Of particular importance are the firms past experience; organizational structure; and a willingness to work with the County. Estimated percentage of work to be performed 67%.
- Ranked #2, Utopia Home Care, Inc., St. Petersburg, FL – Its proposal responses addressed all categories requested in the RFP and detailed their years of experience in providing CCE personal care services. Estimated percentage of work to be performed 23%.
- Ranked #3, Home Instead Senior Care, Bradenton, FL – The firm submitted a professional proposal demonstrating their ability to provide the required services and was recently licensed to provide these services. However, was not ranked as highly as the other ranked firms by the Selection Committee. Estimated percentage of work to be performed 10%.
- Ranked #4, All Stat Home Health, Sarasota, FL – The firm submitted a satisfactory proposal and made an informative oral presentation with many interesting ideas for the CCE personal care industry. However the firm was ranked fourth overall due their lack of experience with Manatee County Government.
- The remaining proposal respondent was not ranked, although well qualified they were not selected based on a comparison of capabilities of the selected firm.

Caregiver Services Inc., Miami, FL



**Re: Selection for Negotiations - Community Care for the Elderly (CCE)
Personal Care Services**

Rob Cuthbert to: Frank Lambertson

06/04/2010 11:34 AM

Proceed with a source selection posting as the projected cost is less than \$1M. Thanks, Rob

Frank Lambertson Estimated expenditure of future funding for Perso...

06/02/2010 10:12:36 AM

From: Frank Lambertson/MCG
To: Rob Cuthbert/MCG@MCG
Date: 06/02/2010 10:12 AM
Subject: Selection for Negotiations - Community Care for the Elderly (CCE) Personal Care Services

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Caregiver Services Inc., Miami, FL

Frank G. Lambertson, Contracts Negotiator
Manatee County Government, Purchasing Division
frank.lambertson@mymanatee.org
Phone: 941-749-3042
Fax: 941-749-3034