

Financial Services  
Mr. Ron Y. Steiger, Chief Financial Officer

**SUBJECT:                   AWARD REQUEST FOR PROPOSALS RFP-17-019-AC –  
FIELD CASE MANAGEMENT SERVICES**

**COMMITTEE:               FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS**

**LINK TO STRATEGIC  
BLUEPRINT:               EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Procurement Management Services, at the request of the Office of Risk and Benefits Management, released the above-referenced solicitation. The purpose of this Request for Proposals (“RFP”) is to identify and select qualified individuals and agencies to provide Field Case Management Services for the self-insured workers’ compensation program for the School Board of Miami-Dade County, Florida. This RFP required the following three (3) services to be provided: 1) case management services, 2) vocational case management services, and 3) program management services. This RFP was advertised on the Procurement Management Services’ website, the DemandStar website, BidNet, Florida Bid, *South Florida Times* and the *Diario Las Americas* newspapers, as well as emailed to 129 potential bidders.

The initial term of the bid shall be for a three (3) year period, commencing October 10, 2018 through October 9, 2021 and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for one (1) additional two (2) year period.

Strategies were employed to increase SBE/MBE (Small/Micro Business Enterprise) participation and Local Preference. The Goal Setting Committee recommended that this solicitation be open with a 5% SBE/MBE participation rate.

Nine (9) vendors responded to this solicitation. Based on the evaluation criteria listed in the RFP, best and final pricing and the selection committee’s recommendation, three (3) vendors were recommended for award, one of which is a certified small business enterprise.

In FY 2017-2018, the District spent \$2,312,442 on the current field case management services contract.

Fund Source  
100000 - General

**E-141**

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida:

1. **AWARD** REQUEST FOR PROPOSALS NO. RFP-17-019-AC – FIELD CASE MANAGEMENT SERVICES, for select qualified individuals and agencies to provide Field Case Management Services for the self-insured workers’ compensation program for the District with an initial effective date of October 10, 2018 through October 9, 2021, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidder, be extended for one (1) additional two (2) year extension period thereto, as follows:
  - A. CLAUDE B. SELTZER & ASSOCIATES, INC.  
1300 SAWGRASS CORPORATE PARKWAY, SUITE #220  
SUNRISE, FL 33323  
OWNER/OFFICER: CLAUDE B. SELTZER, PRESIDENT  
SERVICES PROVIDED @ \$80.00 per hour  
**Awarded Services:**  
Vocational Case Management, IAC Study
  - B. COVENTRY HEALTH CARE WORKERS COMPENSATION, INC.  
6720B ROCKLEDGE DRIVE, SUITE 800  
BETHESDA, MD 20817  
OWNER/OFFICER: ARTHUR J. LYNCH, PRESIDENT  
SERVICES PROVIDED @ \$80.00 per hour  
**Awarded Services:**  
Case Management Services, Program Management Services
  - C. QUINLAN DISABILITY MANAGEMENT, INC. **MWBE/SBE**  
600 SANDTREE DRIVE, SUITE 210C  
PALM BEACH GARDENS, FL 33403  
OWNER/OFFICER: PATRICIA H. QUINLAN, PRESIDENT  
SERVICES PROVIDED @ \$80.00 per hour  
**Awarded Services:**  
Case Management Services, Program Management Services  
**MINORITY/WOMEN OWNED**
2. **AUTHORIZE** Procurement Management Services to award the contract to provide Field Case Management Services for the self-insured workers’ compensation program, subject to the availability of funding, for the initial contract term, and for each subsequent extension period. Board authorization of this recommendation does not guarantee any estimated quantities will be purchased.