

Office of Superintendent of Schools
Board Meeting of October 22, 2003

October 17, 2003

Office of Human Resources
Marjorie H. Adler, Chief Personnel Officer

**SUBJECT: RECOMMENDATION FOR AWARD FOR REQUEST FOR PROPOSAL
(RFP) #159-CC10, MEDICAL CONSULTING SERVICES AND HEALTH
PLAN OMBUDSMAN**

**COMMITTEE: LEGISLATIVE RELATIONS, PUBLIC RELATIONS AND PERSONNEL
SERVICES**

The School Board authorized the issuance of the above-referenced RFP at its meeting of May 14, 2003, to seek competitive proposals for its medical consulting and health plan ombudsman contract. The Board also approved the Ad-Hoc Insurance Committee which was to review the received proposals. The approved Ad-Hoc Committee members are as follows:

- Ms. Betsy Kaplan (Board Member appointed by Chair on 12-11-02)
- Mr. Eduardo A. Alfaro, Chief Financial Officer
- Ms. Marjorie H. Adler, Chief Personnel Officer
- Mr. Paul R. Philip, Chief of Staff
- Mr. Scott B. Clark, Risk and Benefits Officer
- Dr. Rose M. Barefield-Cox, Administrative Director, MWBE & Related Services
- Ms. Virginia M. Bradford, Assistant Superintendent, Office of Professional Standards

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Additionally, a representative from the Board Attorney's Office, the Office of Procurement Management, and the Board's Employee Benefits Consulting Firm served as non-voting resource persons to the Ad-Hoc Committee.

At the regularly scheduled bid opening of July 22, 2003, proposals were received from two companies which included the following:

- Physician's Consultant Services, Ft. Lauderdale, Florida
- Concentra Integrated Services, Addison, Texas

Both firms outlined their ability to provide all services requested in the RFP. Pricing from each of the two proposers were as follows:

Physician's Consulting Services - \$175/hour - \$5,000 maximum any one case, plus \$750 monthly retainer for Professional Liability Insurance coverage.

Concentra Integrated Services - \$275/hour - \$5,000 any one case, all inclusive.

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Following a detailed analysis of the proposals conducted by staff and the Board's Fringe Benefits Consulting Firm, Deloitte & Touche, LLP, two meetings of the Ad-Hoc Committee were held. The first meeting was held on August 28, 2003, at which time the committee reviewed the two proposals and recommended that the committee re-convene and have the opportunity to have oral presentations by the proposers. The second meeting was held on September 17, 2003.

When the committee met, they were informed that staff had received a phone call from Dr. Marie Weston, Physician's Consultant Services, that morning stating that she was withdrawing her proposal due to her current workload, and that she would not be in attendance for the oral presentations. They were also provided a copy of a letter from Physician's Consultant Services, Inc. stating that they were withdrawing their proposal. The Ad-Hoc Committee met with the representatives from the other proposer, Concentra Integrated Services including Dr. Albert Lojko, the physician who would lead the contract. Numerous questions were asked by members of the committee regarding the availability of Dr. Lojko, and how Concentra envisioned handling the Board's contract.

Following the oral presentation, the Ad-Hoc Committee voted unanimously to direct staff from the Office of Risk and Benefits Management to enter into negotiations with Concentra Integrated Services to provide services requested in (RFP) #159-CC10, Medical Consulting Services and Health Plan Ombudsman, and to make such negotiations final as a recommendation for award to the Board meeting of October 22, 2003. Staff has finalized its negotiations with Concentra Integrated Services, inclusive of a negotiated rate of \$260/hour, all inclusive, subject to a maximum charge per case of \$5,000. Expenses for this contract will be paid from the Board's self-insured liability loss fund.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into a contract with Concentra Integrated Services, pursuant to the provisions of Request For Proposal (RFP) #159-CC10, Medical Consulting Services and Health Plan Ombudsman, and the proposal received in response to the RFP from Concentra Integrated Services, for an initial three year term, effective November 1, 2003, with fees of \$260/hour, subject to a maximum fee per case of \$5,000, with the ability to extend the contract for an additional two-year period, subject to mutual agreement between the parties and Board approval. Expenses for this contract will be paid from the Board's self-insured liability loss fund.

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