FIRE AND RESCUE DEPARTMENT

MEMORANDUM

Date: January 11, 2018

To: Gregory Pease, Chairman
Professional Services Evaluation Committee

From: Tracy Hooten, Captain – Health & Safety Officer
Fire & Rescue Department

Subject: Review of RFP Submittals for P-05-18 Health Screening Physicals for Jacksonville Fire & Rescue Department

The Fire & Rescue Department received only two (2) proposals for the **Health Screening Physicals for Jacksonville Fire & Rescue Department** Request for Proposal.

Per Section 126.302(f) of the Procurement Code if:

"PSEC receives responses from less than three proposers, it shall resolicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by resoliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the resolicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by resoliciting."

The Health Screening Physicals are being funded using grant monies that expire July 23, 2018. We are under time contrasts to perform the 1290 physicals before the grant expires. The current physical contract expires March 2018 and does not meet the requirements for using grant monies nor is it 2 CFR compliant.

Considering the foregoing information, staffs request the process that should be followed in order to ensure the continued services by evaluating the proposals received.

cd