



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

To: Jim Scholl, City Manager
 From: Edward Perez, Division Chief of EMS, KWFD
 Date: October 01, 2018
 Reference: City of Key West Request for Proposals (RFP) #012-18 Medical Director of EMS

Background:

On August 22, 2018 RFP #012-18 Medical Director of EMS was formally advertised (Attachment 2). Due date/time for receipt of proposals was established on September 19, 2018 at 3:30pm.

In response to the RFP, The City received three proposals. The proposals were evaluated by a City manager-appointed Evaluation Committee comprised of the following five (5) members:

- Keith Hernandez, Local 1424, KWFD
- Matt Conrad, Lower Keys Medical Center
- Todd Stoughton, Key West Risk Department
- Alan Averette, Key West Fire Department
- Michael Davila, Key West Fire Department

Copies of the three proposals are provided as Attachments 3-5.

Public Deliberation:

On October 1, 2018 the Evaluation Committee deliberated in public session to rank the three proposals.

Observing the meeting were local resident Margaret Romero and Division Chief Edward Perez.

DC Perez opened the meeting by reviewing the rules and asking all present to introduce themselves. Prior to the meeting, each member was instructed to score each proposal by the five specific criteria and values listed below:

- Up to 25 points Medical Qualifications / Relevant Experience
- Up to 25 points Cost of Services to the City
- Up to 25 points Commitment to Clinical Performance / Business Plan
- Up to 15 points References
- Up to 10 points Physician Group Involvement

Final average scores were reported as follows:

| | |
|-----------------------|------|
| 1. Dr. Guerdan | 93.4 |
| 2. Dr. Gandia | 83.4 |
| 3. Dr. Partrick/Blass | 81.6 |

Serving the Southernmost City, ISO Rating "Class 1"

LW3ML7H4R3D3R6E L53M H3X



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A summary of the ranking and rating profile is provided as Attachment 6.

Recommendation:

The purpose of this resolution is to request approval by the City Commission of the following:

- Authorizing the City Manager or his designee to negotiate a contract with the highest ranked proposer, Dr. Guerdan. In the event the City Manager or his designee is unsuccessful in negotiating a contract with the highest ranked proposer, authorizing the City Manager or his designee to negotiate a contract with the second highest ranked proposer, Dr. Gandia. In the event the City Manager or his designee is unsuccessful in negotiating a contract with the second highest ranked proposer, authorizing the City Manager or his designee to negotiate a contract with the third highest ranked proposer, Dr. Partrick/Blass. If the City Manager or his designee is unsuccessful in negotiating an acceptable contract with any proposer, the City Manager or his designee will cease discussions with all proposers and report back to the City Commission.
- Authorizing the City Manager to negotiate and sign a contract with the proposer which results out of the negotiations.

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