

**LEGISLATIVE #**

**110463**



# City of Gainesville

## Text File

City Hall  
200 East University Avenue  
Gainesville, Florida 32601

**Introduced:** 11/17/2011

**File Number:** 110463.

**Version:** 0

**Status:** On Consent Agenda

**..Title**

Purchase of Health Data Management System (B)

This item is a request to purchase a health data management system and training from Workplace Integra, Inc.

**..Explanation**

The City of Gainesville Risk Management Department wishes to purchase a new health data management system to replace the unsupported system currently in use. It will also integrate with existing medical equipment to provide electronic results directly into employee medical records, saving time and reducing the risk of error. The software has been approved by the GG/GRU IT department to be used with the City's server system. Workplace Integra, Inc. provides an integrated solution of software, servers, training, and maintenance to keep the system operable.

All items will be purchased as a specified source.

**..Fiscal Note**

Funding in the amount of \$ 53,293 for the purchase from Workplace Integra, Inc. is available in the General Insurance Fund of the 2012 Operating Budget.

**..Recommendation**

The City Commission: 1) approve the purchase of software from Workplace Integra, Inc. and 2) authorize the City Manager to execute all necessary documents for purchase.

# CITY OF GAINESVILLE, GENERAL GOVERNMENT METHOD OF SOURCE SELECTION

DATE: 10/25/2011

DEPARTMENT:  
DIVISION: Risk Management

CONTACT:  
EXTENSION: No

PURCHASE/PROJECT AMOUNT: \$53,293.00  
COST TERM: (annual, quarterly, etc.)

CITY COMMISSION APPROVAL REQUIRED:  
 NO  YES, DATE:

ONE-TIME, SINGLE PURCHASE  
 CONTRACT/PURCHASE ORDER/AGREEMENT/PROJECT  
TERM BEGIN/END DATES: /

DESCRIPTION OF THE MATERIAL OR SERVICE TO BE PROVIDED: Risk Management / Employee Health Services Software. 2 - Lung Function Machines and 2- Audiometric machines.

PROPOSED VENDOR/CONTRACTOR NAME: Workplace Integra  
ADDRESS 420B Gallimore Dairy Road  
CITY, STATE, ZIP Greensboro, NC 27409

## INDICATE ONE METHOD OF SOURCE SELECTION

- OTHER AGENCY: Purchasing Policy #060732, Section 6.3(c) Materials, equipment or services purchased under state or federal contracts or other public agency cooperative purchasing opportunities.
- UTILITY: Purchasing Policy #060732, Section 6.3(d) Utility services when the subject utility is the only available source of such service.
- CONTRACTURAL: Purchasing Policy #060732, Section 6.3(e) Contractual services of a professional\* nature (PROFESSIONAL SERVICES\*) whose cost does not exceed \$50,000, except as required by State law and except for legal services in connection with litigation involving the City. Continuing contracts for professional services of indefinite duration shall be reviewed for appropriateness with regard to the quality of the service and the competitiveness of the cost. Such review shall be the responsibility of the appropriate charter officer and his/her designee and shall be conducted not less than every five years.
- \* Services which involve extended analysis, the exercise of discretion and independent judgment in their performance, and an advanced, specialized type of knowledge, expertise, or training customarily acquired either by a prolonged course of study or equivalent experience in the field.
- EMERGENCY: Purchasing Policy #060732, Section 6.3(f) Emergency purchases, at the discretion of the (City) Manager, where the circumstances of the emergency do not permit sufficient time to obtain competitive quotes.

# CITY OF GAINESVILLE, GENERAL GOVERNMENT METHOD OF SOURCE SELECTION

DATE: 10/25/2011

WAIVED SITUATIONS:

Written detailed justification is required and must be attached to the signed Method of Source Selection form.

- ONLY APPROVED: Purchasing Policy #060732, Section 5(o) – Only one source meets the stated requirements of a specification based on a thorough qualitative and/or quantitative evaluation.

REQUISITIONER/REQUESTER shall provide a detailed description and justification in writing and include with supporting documentation as to why the vendor/contractor is the ONLY APPROVED SOURCE to provide the commodity/service. **Attach** all supporting documentation, including detailed written justification to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

- SOLE SOURCE: Purchasing Policy #060732, Section 5(r) – The only source through which materials or services may be purchased.

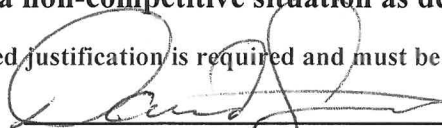
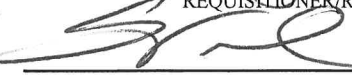

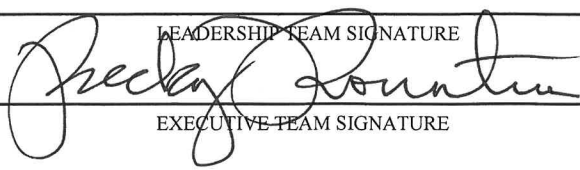
REQUISITIONER/REQUESTER shall provide a detailed description and justification in writing and include with supporting documentation as to why the vendor/contractor is the SOLE SOURCE to provide the commodity/service. **Attach** all supporting documentation to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

- SPECIFIED SOURCE: Purchasing Policy #060732, Section 5(s) – A source selected without competitive bidding for justifiable reasons.

REQUISITIONER/REQUESTER shall provide a detailed description and justification in writing and include with supporting documentation as to why the vendor/contractor is the SPECIFIED SOURCE to provide the commodity/service. **Attach** all supporting documentation to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

**The REQUISITIONER/REQUESTER hereby attests (certify under oath) that he/she took part in the procurement represented and that he/she is independent of, and have no conflict of interest in, the entity evaluated and selected. He/she recommends that competitive bidding be waived and that the material or service be purchased from the vendor indicated based on the existence of a non-competitive situation as described and attached in detail hereto.**

Written detailed justification is required and must be attached to the signed Method of Source Selection form.

	 REQUISITIONER/REQUESTER	<u>10-25-11</u> Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	 DEPARTMENT HEAD SIGNATURE	<u>10-25-11</u> Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	 LEADERSHIP TEAM SIGNATURE	<u>10/25/11</u> Date
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	 EXECUTIVE TEAM SIGNATURE	<u>10/25/11</u> Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____ CHARTER OFFICER SIGNATURE	_____ Date

## **Sole Source Documentation**

10/25/2011

Workplace Integra

This purchase is being requested as a specified source purchases due to (1) the nature of the software. The software meets all of the requirements needed by the Risk Management department while also meeting the requirements needed by Employee Health Services. Also meeting the HIPPA regulations needed by Employee Health Services the software also allows for integration with workers compensation and liability needs of Risk Management. (2) The benefits of this package also include the software's ability to integrate with the audiometric and spirometry (lung function) equipment taking health data produced by this equipment and directly importing it into the software saving time and money. This software package has also been approved by GG/GRU IT department to be used with our server system. No other software offered these benefits in a reasonable cost. We have researched software since last January and by far Workplace Integra was the best choice.

David Jarvis



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 420-B Gallimore Dairy Road  
 Greensboro, NC 27409  
 336-834-8775  
 888-WPI-0001  
 FAX 336-856-2945  
[www.workplaceintegra.com](http://www.workplaceintegra.com)

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 City of Gainesville  
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 Gainesville, FL 32601  
 Phone: 352-334-5045  
 E-Mail: [jarvisjd@cityofgainesville.org](mailto:jarvisjd@cityofgainesville.org)

Date: 10/18/2011  
 Quote Number: HC 1848  
 Quote valid for 90 days

## QUOTATION

ITEM #	QTY	DESCRIPTION	UNIT PRICE	INITIAL	ON-GOING
153	1	WPA Industrial Suite Software for client server install 15 computers, unlimited users one central database	\$ 37,475.00	\$ 37,475.00	
152	4	WPA software on-site training (four days)	\$ 750.00/day	\$ 3,000.00	
143	1	Database setup, conversion of OHM historical data	\$ 800.00	\$ 800.00	
153	1	INTEGRAsync- Auto data feed from HR system	\$ 995.00	\$ 995.00	
90-5001	2	MI5000B Micro processor audiometer	\$ 1,995.00	\$ 3,990.00	
2700-3K	1	Easy-On PC Spirometer kit with accessories which include 50 spirettes, 25 nose clips, Calibration syringe	\$ 2,435.00	\$ 2,435.00	
2700-3	1	Easy-On PC spirometer with-out calibrator, accessories	\$ 1,595.00	\$ 1,595.00	
2032	5	Box of 200 spirettes for spirometers (5 * 200=1,000)	\$ 350.00	\$ 1,750.00	
90-6630	2	15 foot cables for communication to audiometers	\$ 49.00	\$ 98.00	
190-4	-	Travel expenses	\$ 1,055.00	\$ 1,055.00	
150	1	WPA annual software support Industrial suite			\$ 3,090.00
	**	Starts six months after installation			
		Equipment shipping & handling		\$ 100.00	
INITIAL TOTAL				\$ 53,293.00	
ANNUAL ON-GOING TOTAL					\$3,090.00**

Quote prepared by Jim Kurzec

This is a quotation on the goods named, subject to the conditions in the attached description of services document.

shipping method	shipping terms	payment terms	*Travel based on rates below
UPS	FOB Origin	21 days from receipt of invoice/ pricing based on listed payment terms	.57 a mile, and/or rental car, hotel, flights, meals-\$30.00 per diem