

INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION

DATE: January 11, 2021

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Agreement with Creative Solutions Companion Care Services, LLC for
Emergency Vaccine Administration Services

BACKGROUND AND DISCUSSION:

As vaccines for COVID become available, assistance is necessary to administer them to members of the community. Emergency Services staff reached out to Creative Solutions Companion Care Services, LLC ("Creative Solutions"), who was recently awarded bid 2020032 for Medical Services at Persons with Special Needs Shelter to request a proposal for these services.

Creative Solutions has agreed to provide registered nurses to administer the vaccines at a rate of \$47.50 per hour, plus \$150 per diem if traveling from outside the local area, and administrative clerks to document the administration of the vaccines for \$18.00 per hour.

To ensure coverage for necessary distribution events, the County Administrator executed the agreement under his authority. Staff requests the Board formally authorize the agreement, in the event the need for vaccine administration services will exceed the Administrator's authority and to ensure availability of supplemental staff to vaccinate the community.

FUNDING

Funding for the costs will be made available in General Fund/COVID/Vaccination Project, Account 00117522-088722 from the CARES Act.

RECOMMENDATION

Staff recommends the Board waive the requirement for bids and authorize the Chairman to execute the agreement with Creative Solutions.

ATTACHMENTS:

Agreement