

PURCHASING COMMITTEE

MARCH 4, 2020 4:30 P.M.

MINUTES

MEMBERS:

Bill Ketron, Chairman
Trey Gooch
Virgil Gammon
Carol Cook
Allen McAdoo
Paul Johnson
Joe Frank Jernigan

OTHERS:

Ed Elam
Jay Brown
Christy Martin
Adam Ward
Steve Sandlin
Laura Brink

Chairman Ketron presided and called the meeting to order at 4:32 P.M. with all members present.

UNDER ADVISEMENT FROM DECEMBER 19, 2019 MEETING:

Ed Elam, Department Head of Risk Management and Jay Brown of Mercer, presented to the Purchasing Committee their findings from bids received December 19, 2019. Ed Elam explained that six bids were open in December. Mr. Elam further explained a sub-committee was formed which consisted of himself, Mayor Ketron, Steve Sandlin, Sonya Stephenson, Lisa Nolen, and a representative from the Board of Education with Lynn Pater. The sub-committee reviewed the six bids and narrowed it down to two. Mercer also took the bids and compared all scenarios to ensure bids were being compared apples to apples. Mr. Elam further explained he wanted a thorough review so there were no surprises or things left out, as to avoid asking for more funds later. The sub-committee made recommendations for Vanderbilt and St. Thomas. The Insurance Committee then met with the two bidders and vetted them for about two and a half hours.

Jay Brown, representative from Mercer, confirmed the findings and further explained the process from Mercer's standings. Mr. Brown further confirmed four of the six bids narrowed down from the first sub-committee meeting. They took into account ease of access, customer service, quality of care, cost, opportunities of growth and expansion. The cost was outlined as follows from original binders:

Premise	\$3,150,907 (3 clinics)
Care ATC/HCA	\$1,913,066 (1 new clinic, 2 CareNow, No clinics at schools)
Vanderbilt	\$2,384,450 (3 clinics)
St. Thomas	\$2,378,948 (3 clinics)
Cigna	\$3,771,000 (3 clinics)
MMC	\$3,200,000 (No clinics on school grounds)

Premise came in the highest, but their total was probably more realistic since they had records of past years showing. Mercer was able to ask for a third-quarter amounts from all the bidders since third and fourth quarter costs rise due to biometric screenings, the wellness program, etc. The bidders all saw how the numbers jumped up in those quarters.

Jay Brown further explained that St. Thomas and Vanderbilt cost totals increased to \$3M but still below Premise by about \$100,000. Mercer liked St. Thomas and Vanderbilt's models better and they came in lower than what is projected in the next 2 ½ years. And in looking at the costs, Mercer was able to truly compare apples to apples. The Insurance Committee voted 8-4 in favor of St. Thomas. The Mobile Bus was built into St. Thomas' cost proposal. Ed Elam explained the uses of the Mobile Bus and the cost savings of using the Mobile Bus rather than opening another clinic. The Mobile Bus is a great tool for growth. The Mobile Unit is \$156,000 for 50 days. This is the maximum paid. We only pay the days we use the bus.

St. Thomas projected a plan for a fourth location at St. Thomas Rutherford Hospital. Mercer felt St. Thomas had a better long-term plan than the others. Vanderbilt's proposal was for the three existing clinics and no Mobile Bus. Commissioner Gooch asked about the hours of operations. Mr. Elam explained they are varied, and he would like them to be more uniform. Commissioner Cook asked about convenient locations to save time away from work.

"Commissioner Johnson made a motion to accept the recommendation from Ed Elam to award the bid to St. Thomas and Ed Elam added 'and to pursue the clinic on New Salem', Commissioner Gooch seconded this motion. Following Discussion this motion passed with a roll call vote with all members present voting 'yes'".

Coffee Service—Countywide by Mayor's Office

DS Service and Webb Coffee Service submitted sealed bids. Four invitations were sent with two responses. Chairman Ketron inquired if we could take these bids under advisement so an analysis of the items could be compared.

"Commissioner Johnson moved, seconded by Commissioner Gammon to take this bid under advisement. This motion passed unanimously."

Water Service—Countywide by Mayor's Office

Mountain Valley Water and Webb Coffee Service submitted sealed bids. Four invitations were sent with two responses. Chairman Ketron inquired if we could take these bids under advisement so an analysis of the items could be compared.

"Commissioner Johnson moved, seconded by Commissioner Cook to take this bid under advisement. This motion passed unanimously."

There being no further business at this time, Chairman Ketron declared the meeting adjourned at 5:13 P.M.


BILL KETRON, CHAIRMAN