SAME Association Luncheon
March 18, 2015
Jackson Health System:
Division of Strategic Sourcing
Division Mission Statement

• To obtain supplies, services and construction-related projects required by the Trust in a cost-effective and responsible manner
• To promote quality and integrity
• To provide for increased public confidence in the Trust’s transparent procurement procedures
• To promote fair and equitable treatment of all interested parties who would like to do business with the Trust
• To afford economic opportunities to all segments of the community through various socio-economic programs
Division Leadership Team

Rosa Costanzo, Chief Procurement Officer and VP

Michelle Romano, Procurement Director, Goods & Services

Kenneth Robertson, Procurement Director, Construction Services

Tessie Wilson, Director of Supply Chain

Brian Hurt, Director of Value Engineering
Procurement Team Members

Procurement Management Department (Goods & Services)
• Michelle Romano, Procurement Director
• Fidel Alvarez, Procure-to-Pay Manager
• Kimberly Dort, Contracts & Records Administrator
• Amber Lawhorn, Small Business Program Manager
• Miguel Martinez, Sr. Procurement Contracting Officer
• Carlos Scull, Sr. Procurement Contracting Officer

Procurement Construction Department (Construction & A/E)
• Kenneth Robertson, Procurement Director
• John Ellis, Sr. Procurement Contracting Officer
• Theo Carrasco, Sr. Procurement Contracting Officer
Procurement Regulation

The Procurement Management and Procurement Construction Departments are governed by the Procurement Regulation, as last amended in December 2014, which governs the procurement of goods, services and construction, including professional services, for the Public Health Trust. The Regulation provides guidance to Trust staff in the conduct of an orderly administrative process.

It is the policy of the Trust to promote competition and transparency in public procurement. All employees of the Trust, including, but not limited to, those specifically identified in the Regulation, are directed to advance the policies set forth therein.

The Regulation shall apply to ALL contracts for public improvements and the purchase of all goods and services, including professional services, made by the Trust, irrespective of the source of funds, except as otherwise provided by law.
Procurement Statistics

• Average number of purchase orders processed per month is approximately 7,900. This includes medical supplies and devices, equipment, goods, services and construction.

• Approximately 5,300 of these are processed through automation for patient-care activity.

• Average number of completed contracts per month: 52

• Average cycle time for completed projects: 19 days

• Supply expenses as a % of total expenses runs between 12 - 13%.
Methods of Source Selection

Goods and Services:
1. Small Purchases;
2. Invitation to Bid;
3. Request for Proposals;
4. Revenue Generating and Concession Contracts;
5. Cooperative Purchasing Authorized; or
6. Group Purchasing Organizations;

Promote Competition and Transparency
Methods of Source Selection

**Construction Services:**
1. Design-Bid-Build;
2. Construction Manager/Construction Manager-at-Risk;
3. Design-Build;
4. Job Order Contracts;
5. Miscellaneous Construction Contract; or
6. Small Purchases

**Architectural and Engineering Services:**
1. Request for Qualifications (price not considered);
2. Equitable Distribution Pool; or
3. Small Purchases
Contracts and Records Management

- Maintains a database for all Trust contracts
- Manages Student Affiliation Agreements
- Manages Patient Transfer Agreements
- Manages Various Socio-economic Programs:
  - (Micro) Small Business Enterprise Program – Goods and Services (Micro/SBE-G/S)
  - Small Business Enterprise Program - Construction (SBE-C)
  - Small Business Enterprise Program – Architectural and Engineering (SBE-A/E)
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Vendor Registration Process

• Registration Application
  • http://www.jacksonhealth.org/vendors-business-registration.asp

• REPTRAX Vendor Credentialing
  • On-site kiosks
  • www.Reptrax.com

Solicitation Website

http://www.jacksonhealth.org/vendors-notices.asp
How To Do Business With JHS

Methods of Procurement

Competitive Procurement

• Small Procurements (Informal)
  • Request for goods/services/construction with an overall cost less than $250,000.
• Formal Solicitations
  • Request for goods/services/construction with an overall cost of $250,000 or more.
• Solicitations include:
  • Request for Price Quote (RPQ)
  • Invitation to Bid (ITB)
  • Request for Proposals/Qualifications (RFP/RFQ)
• Group Purchasing Organization (GPO)
How To Do Business With JHS

Group Purchasing Organization (GPO)
A GPO is an entity that aggregates the purchasing volumes of members (hospitals), to leverage discounts with manufacturers, distributors and other vendors to realize administrative savings and efficiencies.

Utilization of a GPO is considered best practice in hospital purchasing throughout the nation.
How To Do Business With JHS

ITB vs. RFP

Solicitations are subject to the Cone of Silence, pursuant to Miami-Dade County Ordinance, upon advertisement. The Cone of Silence ends once a recommendation to award is made.

*Invitation to Bid (ITB)*

Award is made based on price to the lowest responsive and responsible bidder.

*Request for Proposal (RFP)*

Award is made based on selection criteria composed of technical qualifications, vendor qualifications, partnership strength and price. A selection committee is appointed to evaluate the proposals and make a recommendation to the CPO for award.

* Local Preference and SBE Measures are applicable to all solicitations
How To Do Business With JHS

Take Home Documents

• Vendor Registration Application
• Reptrax Flyer
• Frequently Asked Questions
• Procurement Management Staff Contact List
• Current Solicitations
How To Do Business With JHS

JHS Socio-Economic Programs

• Race- and gender-neutral programs that facilitate “small” and “micro” business participation in Jackson Health System’s procurement of goods and services, A/E, and construction services in accordance with Miami-Dade County’s Small Business Enterprise Programs (Micro/SBE-G/S; SBE-C; SBE-A/E).

• JHS Socio-Economic Programs foster growth and employment in the local economy by providing small businesses an opportunity to gain the experience, knowledge and resources necessary to succeed.
How To Do Business With JHS

JHS Socio-Economic Programs

- **Benefits of SBE Certification**
  - SBE contract measures in solicitations:
    - Set-Aside
    - Subcontractor Goal
    - Bid Preference
    - Selection Factor
  - SBE Program Manager assistance
  - Net 14 Payment Terms for SBE-C and SBE-A/E
  - Net 30 Payment Terms for SBE-G/S
Contracting With Miami-Dade County Government

Doing Business With Miami-Dade County

• Each business must enroll and register as a vendor with the Miami-Dade County Internal Services Department Procurement Division in order to do business with the county government.

• Register at: http://www.miamidade.gov/procurement/vendor-services.asp

• Small Business Development certifies small businesses to participate in contracts that have been set-aside (sheltered market).
Contracting With Miami-Dade County Government

Small Business Certification

• Obtain Certification Application at www.miamidade.gov/business/business-certification-programs.asp at NO COST

• Certification is based on size of company, gross revenues; not minority status

• Certification is in construction, architectural & engineering, and procurement of goods and services industries

• Certification entitles preference and opportunities with MDC, Jackson Health System, MDX and Miami-Dade Public Schools

• County departments are required to spend 10% of their spending with certified small businesses
Capital Plan Management Team

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Jackson Health System
Miracles made daily.