

CITY OF OAKLAND
AGENDA REPORT

2005 JUN 29 AM 10: 58

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Fire Department
DATE: June 21, 2005

RE: RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXTEND A CONTRACT WITH SUTTER OCCUPATIONAL HEALTH UNTIL SEPTEMBER 15, 2005 FOR CONTINUED PERFORMANCE OF PHYSICAL FITNESS ASSESSMENTS AND HEALTH TESTING SERVICES TO FIREFIGHTING PERSONNEL FOR NINETY DAYS IN AN AMOUNT NOT-TO-EXCEED \$25,000.00 FOR A TOTAL CONTRACT AMOUNT NOT-TO-EXCEED \$495,750.00, AND WAIVING COMPETITIVE RFP REQUIREMENTS FOR AWARD OF THE LIMITED EXTENSION

SUMMARY

The Oakland Fire Department is currently reviewing proposals for physical fitness assessments and health testing services to firefighting personnel. The Department currently has a contract with Sutter Occupational Health for these services, which will expire on June 30, 2005. The Department is requesting that a resolution authorizing the City Administrator to extend the current contract with Sutter Occupational Health to perform physical fitness assessments and health testing services to City of Oakland firefighting personnel for ninety days in an amount not to exceed \$25,000.00.

FISCAL IMPACT

Payments for the ninety day extension will not exceed \$25,000.00. The funds are budgeted and available in the Department's operating budget in organization 20816, fund 1010, account 54919, program PS26.

BACKGROUND

In accordance with Article 5 of the current Memorandum of Understanding (MOU) between the City of Oakland and Local 55, annual physical examinations are conducted on all Local 55 bargaining unit members in the Oakland Fire Department. The City executed an agreement in the amount of \$282,450.00 with Sutter Occupational Health to provide the fitness and health services in July, 2000 for a term of three years. The agreement provided for two one-year optional extension at \$94,150.00 per year. Both extensions were exercised. The current contract with Sutter Occupational Health will expire on June 30, 2005.

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The Department initiated the Request for Proposals process in May, and received proposals for the physical examination services on June 2, 2005. The Department is currently in the process of reviewing the proposals. The review process is conducted by a team consisting of a Union representative, Risk Management and OFD personnel. To insure that the vendor selected will provide cost effective quality services, the review process consists of an evaluation of the proposal, interview of key personnel, and a site visit. Once the ratings are compiled and all the vendors are ranked, negotiations with the number one vendor begins. This process is timely, but will ultimately yield the most cost effective and qualified vendor to provide annual physical fitness assessments and health testing services to firefighting personnel.

KEY ISSUES AND IMPACTS

It is essential to the City of Oakland and its citizenry, that emergency response employees are physically healthy. Annual health screenings provide a vehicle for early detection of health related problems that could negatively impact an employee's ability to perform his/her firefighting duties. In addition mandated tuberculosis testing insures that the department is in compliance to CAL/OSHA standards, avoiding costly penalties.

The Fire Department is in the process of reviewing proposals for annual physical examinations. It is anticipated that the process will be completed within the next ninety days. Extending the current contract with Sutter Occupational Health will allow the department to complete the Request for Proposals process, without disrupting the current annual examinations scheduling.

PROGRAM DESCRIPTION

Annual health screenings include blood pressure, weight, and heart rate monitoring, in addition to CAL OSHA required tuberculosis testing. The screenings are administered in accordance to Article 5 of the current Memorandum of Understanding between the City of Oakland and Local 55. Under the current plan, approximately 16 sworn employees are examined each week. This ensures that all Local 55 members are examined each year.

SUSTAINABLE OPPORTUNITIES

Economic- The funds for these services are budgeted and available in the Department's operating budget in organization 20816, fund 1010, account 54919 program PS26.

Environmental- There are no environmental opportunities associated with this report.

Social Equity- Annual employee health screenings insure that firefighters are physically able to protect the lives and property of the citizens of Oakland.

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DISABILITY AND SENIOR CITIZEN ACCESS

There are no direct ADA or senior citizens access issues associated with this report.

RECOMMENDATION AND RATIONALE

It is recommended that the City Council approve a resolution authorizing the City Administrator to extend a contract with Sutter Occupational Health to perform physical fitness assessments and health testing services to City of Oakland’s firefighting personnel for ninety days in an amount not to exceed \$25,000, for a total contract amount not-to-exceed \$495,750.00, because this will allow the department the necessary time to complete the Request for Proposal process, without disrupting the current physical examination schedule.

ACTION REQUESTED OF THE CITY COUNCIL

Oakland Fire Department requests that the City Council accept this report and approve the resolution authorizing the City Administrator to extend a contract with Sutter Occupational Health until September 15, 2005, in an amount that shall not exceed \$25,000.



DANIEL D. FARRELL

Fire Chief

Prepared by:

Nina Morris

Fire Personnel Operations Specialist

Personnel, Safety & Liability Division

APPROVED AND FORWARDED TO THE
PUBLIC SAFETY COMMITTEE:



Office of the City Administrator

Oakland City Council

Resolution No. _____ C.M.S.

FILED
OFFICE OF THE CITY CLERK
OAKLAND

INTRODUCED BY COUNCILMEMBER _____

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W. McQuinn

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXTEND A CONTRACT WITH SUTTER OCCUPATIONAL HEALTH UNTIL SEPTEMBER 30, 2005 FOR CONTINUED PERFORMANCE OF PHYSICAL FITNESS ASSESSMENTS AND HEALTH TESTING SERVICES FOR FIREFIGHTING PERSONNEL IN AN AMOUNT NOT-TO-EXCEED \$25,000.00 FOR A TOTAL CONTRACT AMOUNT NOT-TO-EXCEED \$495,750.00, AND WAIVING COMPETITIVE RFP REQUIREMENTS FOR AWARD OF THE LIMITED EXTENSION

WHEREAS, the City of Oakland Fire Department must provide firefighting personnel with physical fitness evaluations and health testing services pursuant to the current Local 55 Memorandum of Understanding; and

WHEREAS, the Program provides employees with physical fitness assessment and health testing services aimed at improving personal health, fitness and job productivity; and

WHEREAS, to ensure that Oakland received the most cost efficient services and all qualified vendors are provided the opportunity to participate, the Fire Department has conducted a competitive Request for Proposal process for the next term contract, is currently reviewing proposals, and will complete the process and be prepared to execute a new contract within 90 days; and

WHEREAS, the City contracted with Sutter Occupational Health to provide the fitness and health services in July, 2000 for a term of three years (\$282,450.00) with two one-year optional extensions (\$94,150.00 ea/yr) that were exercised for a total not-to-exceed amount over the 5 year period of four hundred seventy thousand seven hundred fifty dollars (\$470,750.00); and

WHEREAS, the current contract with Sutter Occupational Health will expire on June 30, 2005, prior to the completion of the RFP process; and

WHEREAS, the City Council finds that the services provided pursuant to the agreement authorized hereunder are of a professional, scientific or technical nature and are temporary in nature; and

WHEREAS, City Council finds that this contract shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

WHEREAS, it is mutually agreed upon between Sutter Occupational Health and the Fire Department that the current contract be extended for 90 days, until September 15, 2005 for an amount not-to-exceed \$25,000.00; and

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WHEREAS, the funds are budgeted and available in organization 20816, fund 1010, account 54919, program PS26; now, therefore, be it

RESOLVED: That the City Administrator is hereby authorized to extend the agreement with Sutter Occupational Health for physical fitness evaluations and health testing services until September 15, 2005 and to increase the agreement by an amount not to exceed twenty five thousand dollars (\$25,000.00) for a total contract amount not-to-exceed four hundred ninety five thousand seven hundred fifty dollars (\$495,750.00); and, be it

FURTHER RESOLVED: That the City Council finds and determines, pursuant to Oakland Municipal Code Title 2.04, Chapter 2.04, Section 2.04.051.B, that it is in the best interests of the City to waive the competitive RFP process for the extended contract work awarded hereunder, and authorizes the City Administrator to do so, to assure that necessary fitness and health services are continued during the period of evaluation of proposals for a new term agreement.

In Council, Oakland, California, July 19, 2005

Passed by the following vote:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID AND
CHAIRPERSON DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

LATONDA SIMMONS
Clerk of the Council of the
City of Oakland, California

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