

CITY OF OAKLAND

AGENDA REPORT

2009 OCT 15 PM 3: 25

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Fire Department
DATE: October 27, 2009

RE: A Report And Resolution Authorizing The City Administrator To Enter Into A Contract With Occupational Health Centers, A Medical Corporation Doing Business As Concentra Medical Centers, To Provide Annual Physical Examinations To Oakland Fire Department Employees In Representation Unit FQ1 As Required By The Memorandum Of Understanding Between Local 55 And The City Of Oakland For The Period November 1, 2009 Through October 31, 2013 With An Optional Two Year Extension, In An Amount Not-To-Exceed \$1,200,000.00 for the Initial Four Year Period and Not-To-Exceed \$300,000.00 for Each Year of Extension

SUMMARY

The Oakland Fire Department worked with Contract Administration and initiated a competitive bid process in July 2009 inviting proposals from interested parties to perform annual physical examinations to firefighting personnel. Based on the results of the competitive bid process, the Oakland Fire Department is requesting that a resolution be passed authorizing the City Administrator to enter into a contract with Occupational Health Centers, a Medical Corporation doing business as Concentra Medical Centers (Concentra), to perform annual physical examinations of Oakland Fire Department employees in Representation Unit FQ1 as required by the Memorandum of Understanding between Local 55 and the City of Oakland for the period of November 1, 2009 through October 31, 2013, with an optional two year extension, in an amount not-to-exceed \$1,200,000.00 for the initial four year period and not-to-exceed \$300,000.00 for each year of extension.

FISCAL IMPACT

The funds are budgeted and available in General Fund (1010), Support Services Division Organization (20816), Professional Services Account (54930), and Support Services Program, 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.

Item: _____
Public Safety Committee
October 27, 2009

The previous contract with Concentra expired September 30, 2009. Scheduling of examinations has been modified to allow time for completion of the competitive bid and contract approval process.

KEY ISSUES AND IMPACTS

Legal notices of the Request for Proposal (RFP) were placed in the Oakland Tribune and Oakland Post newspapers. Contract Administration accepted proposals on August 14. Concentra submitted the only proposal in response to the RFP. This proposal was reviewed by OFD staff. The proposal was rated in the following areas:

- 1) Overall quality of the proposal;
- 2) Quality and appropriateness of proposed project team;
- 3) Appropriate (type) personnel with required licensure, experience and skills;
- 4) Prior experience in project management, scheduling, cost estimating, and budget management;
- 5) Quality and appropriateness of proposed project approach and organization;
- 6) Prior experience and ability to work with a diverse work force and to integrate City's requirements into those of the vendor's pursuant to a successful project.

Concentra was invited to participate in an interview, during which they answered questions related to their specific program and gave a presentation to the review team. The interview panel consisted of representatives from Oakland Fire Department Executive Staff and Local 55 Board Members. The panel agreed that Concentra performed consistently under the terms of their previous contract, has worked with management to resolve any conflicts and is well suited to perform the terms of the upcoming contract. Concentra was asked to enter into contract price negotiations.

It is essential to the Oakland community 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 ensures that the department is in compliance with CAL/OSHA standards, avoiding costly penalties.

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 with 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.

Item: _____
Public Safety Committee
October 27, 2009

EVALUATION OF PAST PERFORMANCE

In 2005, Concentra participated in a competitive bid process to provide annual physical examinations. At that time, the evaluation team which consisted of OFD, Risk Management and Local 55 chose Concentra over Kaiser Permanente and Sutter Health because Concentra strongly demonstrated its ability to provide the highest quality service in the most cost efficient manner. Annual employee satisfaction surveys demonstrate that over the past four years Concentra has received an average score of 4.1 out of a possible 5 for its delivery of medical services (see attached). Based on its proven track record staff determined that Concentra is best suited to continue providing quality services in a cost effective manner. Concentra has consistently demonstrated its ability to accommodate the high volume of appointments, maintain confidential files, meet reporting requirements, and complete appointments and paperwork within the designated timeline. Further, Concentra management is approachable and has resolved problems in a timely manner to the satisfaction of OFD and Local 55.

SUSTAINABLE OPPORTUNITIES

Economic- The medical facility is located in the City of Oakland and employs 25 people, of whom 15 are Oakland residents.

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

Social Equity- There are no social equity issues associated with this report.

DISABILITY AND SENIOR CITIZEN ACCESS

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

RECOMMENDATION AND RATIONALE

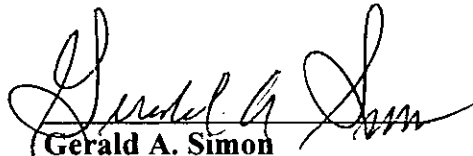
Staff recommends that the City Council approve a resolution authorizing the City Administrator to enter into a contract with Occupational Health Centers of California, A Medical Corporation doing business as Concentra Medical Centers, to perform annual physical examinations of Oakland Fire Department employees in Representation Unit FQ1, as required by the Memorandum of Understanding between Local 55 and the City of Oakland, for the period of November 1, 2009 through October 31, 2013, with an optional two year extension, in an amount not-to-exceed \$1,200,000.00 for the initial four year term and not-to exceed \$300,000.00 for each year of extension.

Item: _____
Public Safety Committee
October 27, 2009

Annual physical examinations are required by the terms of the Memorandum of Understanding between Local 55 and the City of Oakland. Concentra has consistently provided high quality medical examinations over the last four years, with an average satisfaction rating of 4.1 out of 5.

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 enter into a contract with Occupational Health Centers of California, A Medical Corporation doing business as Concentra Medical Centers, to perform annual physical examinations of Oakland Fire Department employees in Representation Unit FQ1 as required by the Memorandum of Understanding between Local 55 and the City of Oakland for the period of November 1, 2009 through October 31, 2013, with an optional two year extension, in an amount not-to-exceed \$1,200,000.00 for the initial four year term and not-to exceed \$300,000.00 for each year of extension.


Gerald A. Simon
Fire Chief

Prepared by: Nina S. Morris, Assistant to the Director
Office of the Fire Chief

APPROVED FOR FORWARDING TO THE
PUBLIC SAFETY COMMITTEE:



Office of the City Administrator

Item: _____
Public Safety Committee
October 27, 2009

OAKLAND FIRE DEPARTMENT
ANNUAL PHYSICAL APPOINTMENT SATISFACTION SURVEY
To assist in the review of Concentra Health Services in providing annual physicals (Sportscore) to our members, please complete and return in the company mail. Thanks

Name (optional): _____

Appointment Date: _____

Please rate (circle) each item on a scale of 1 (poor) - 5(excellent)

1. Was the Concentra staff helpful and courteous during registration?

1 2 3 4 5

2. Cleanliness and atmosphere of waiting room.

1 2 3 4 5

3. Appointment was completed within 3 hours.

1 2 3 4 5

4. Medical staff other than doctor well trained/confident in their specific jobs

1 2 3 4 5

5. You were informed that you could schedule a treadmill (if over 40 yrs old)

1 2 3 4 5

6. You were provided information of optional tests available.

1 2 3 4 5

7. Rate the physical exam performed by doctor

1 2 3 4 5

8. Clear instructions given regarding reading and returning TB test results.

(RETURN SELF-READ WITHIN 72 HOURS)

1 2 3 4 5

9. Overall experience at Concentra during the Annual Physical exam.

1 2 3 4 5

Additional

Comments: _____

PLEASE RETURN TO STEVE DANZIGER AT OFD ADMIN. OFFICE.

10/1/07

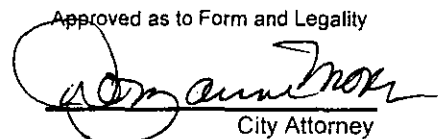
Annual Physical Survey

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2009 OCT 15 PM 3: 25

OAKLAND CITY COUNCIL

Approved as to Form and Legality


City Attorney

RESOLUTION NO. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORPORATION DOING BUSINESS AS CONCENTRA MEDICAL CENTERS TO PROVIDE ANNUAL PHYSICAL EXAMINATIONS OF OAKLAND FIRE DEPARTMENT EMPLOYEES FOR THE PERIOD OF OCTOBER 1, 2010 THROUGH SEPTEMBER 30, 2014, WITH AN OPTIONAL TWO YEAR EXTENSION, IN AN AMOUNT NOT-TO-EXCEED \$1,200,000.00 FOR THE INITIAL FOUR YEAR TERM AND NOT-TO-EXCEED \$300,000.00 FOR EACH YEAR OF EXTENSION

WHEREAS, Article 5 of the current Memorandum of Understanding (MOU) between the City of Oakland and Local 55, requires that annual physical examinations be provided to Oakland Fire Department employees in Representation Unit FQ1; and

WHEREAS, to ensure that the City receives the most cost efficient services and all qualified vendors have the opportunity to participate, the Fire Department worked with Contract Administration and conducted a Request for Proposal process for the provision of annual physical fitness evaluations and health testing services that was advertised in the Oakland Tribune and Oakland Post; and

WHEREAS, Occupational Health Centers of California doing business as Concentra Medical Centers submitted the only proposal; and

WHEREAS, based upon the evaluation of the proposals, site visits, the services offered, proven track record and the cost of the services, it is recommended that the City of Oakland contract with Occupational Health Centers of California doing business as Concentra Medical Centers to provide physical fitness assessments and health testing services for employees in Representation Unit FQ1 period for a four year period with an optional two year extension, one year at a time, in an amount that not-to-exceed \$1,200,000 for the four year term and \$300,000 for each year of extension if the agreement is extended; and

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

WHEREAS, the City Administrator has determined that the services to be provided under the Concentra contract are of a professional, scientific or technical and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

WHEREAS, the funds are budgeted and available in Support Services Division, organization #20816 General Fund, fund #1010, Professional Services, Account #54930, and Support Services Program, program# PS26; now, therefore, be it

RESOLVED: That the City Administrator is authorized to enter into a contract with Concentra Medical Centers to provide annual physical examinations for Oakland Fire Department employees in Representation Unit FQ1 for the period of November 1, 2009 through October 31, 2013 in an amount not-to-exceed \$1,200,000.00; and be it

FURTHER RESOLVED: That the City Administrator is authorized to extend the agreement an additional two years until 2015, one year at a time, in an amount not-to-exceed \$300,0000.00 for each additional year for a total contract not-to-exceed one million eight hundred thousand dollars (\$1,800,000) for the six year period; and be it

FURTHER RESOLVED: That the contract shall be approved for form and legality by the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT BRUNNER

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California