

**CITY OF OAKLAND**  
**AGENDA REPORT**

OFFICE OF THE CITY CLERK  
2005

2005 SEP -1 PM 12:00

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Fire Department  
DATE: September 13, 2005

**RE: RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH CONCENTRA MEDICAL CENTERS TO PERFORM PHYSICAL FITNESS ASSESSMENTS AND HEALTH TESTING SERVICES TO CITY OF OAKLAND'S FIREFIGHTING PERSONNEL FOR THE PERIOD OCTOBER 1, 2005 THROUGH SEPTEMBER 30, 2007 IN AN AMOUNT THAT SHALL NOT EXCEED FOUR HUNDRED NINETY THOUSAND DOLLARS (\$490,000.00), WITH AN OPTIONAL TWO YEAR EXTENSION, ONE YEAR AT A TIME, IN AN AMOUNT THAT SHALL NOT EXCEED TWO-HUNDRED FORTY FIVE THOUSAND DOLLARS (\$245,000.00) PER YEAR.**

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**SUMMARY**

The Oakland Fire Department initiated a competitive bid process in May 2005 inviting proposals from interested parties to perform physical fitness assessments and health testing services 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 Concentra Medical Centers to perform physical fitness assessments and health testing services to City of Oakland's firefighting personnel for the period October 1, 2005 through September 30, 2007 in an amount not to exceed \$490,000.00, with an optional two year extension, one year at a time, in an amount that shall not exceed \$245,000 per year.

**FISCAL IMPACT**

The funds are budgeted and available in the Department's 2005-2007 operating budget in organization 20816, fund 1010, program PS26.

**BACKGROUND**

In accordance to 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 previous contract with Sutter Occupational Health expired on June 30, 2005, and was extended through September 15, 2005, to allow time for completion of the competitive bid process.

Item \_\_\_\_\_  
Public Safety Committee  
September 13, 2005

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The Oakland Fire Department accepted proposals on June 2, 2005. Proposals were received from Sutter Health @ Work, Concentra Medical Centers, and Kaiser Permanente. The proposals were reviewed by a team which consisted of representatives from Local 55, Risk Management and OFD. The proposals were 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.

Each bidder 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 bidders were rated on the presentations. The areas evaluated included:

- 1) Presentation;
- 2) Response to questions;
- 3) Demonstrated ability to meet OFD Administration and member needs.

The team conducted site inspections and interviews of the vendors with the two highest rankings, Kaiser and Concentra. The sites were rated on the cleanliness of the facility, parking availability, waiting room appearance, and the overall experience as a mock client. Each team member was asked to make a recommendation based on the proposal, presentation, and visit. The proposed pricing from all three proposals were compared, and Concentra was asked to negotiate a contract.

## **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.

After a careful review of the proposals and vendor interviews with Sutter Health @ Work, Concentra Medical Centers, and Kaiser Permanente, it was determined that Concentra could best provide these services because they demonstrated the ability to better accommodate the high volume of appointments, maintain confidential files, meet reporting requirements, and complete appointments and paperwork within the designated timeline, at a reasonable price.

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Concentra has a full staff of licensed professionals, as well as clerical staff assigned solely to this project, they offer free parking, and will maintain all files in locked cabinets in a locked room, separate and apart from other medical files. Additionally, Concentra ranked higher because all of the facilities are in one local building, eliminating the need for staff to travel for blood work, X-Rays, etc.

## **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. Annual physical examinations are a vehicle for early detection of health related problems that could negatively impact an employee's ability to perform firefighting duties, and reduces exposure to fines imposed by CAL OSHA for non-compliance.

## **SUSTAINABLE OPPORTUNITIES**

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

## **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 enter into a contract with Concentra Medical Centers to perform physical fitness assessments and health testing services to City of Oakland's firefighting personnel for the period October 1, 2005 through September 30, 2007 in an amount that shall not exceed four hundred ninety thousand dollars (\$490,000), with an optional two year extension, one year at a time, in an amount that shall not exceed two hundred forty five thousand dollars (\$245,000) per year, because the competitive bid process determined that Concentra could better meet the needs of the department and deliver the services in a cost effective manner.

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**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 Concentra Medical Centers to perform physical fitness assessments and health testing services to City of Oakland’s firefighting personnel for the period October 1, 2005 through September 30, 2007 in an amount that shall not exceed four-hundred ninety thousand dollars (\$490,000), with an optional two year extension, one year at a time, in an amount that shall not exceed two-hundred forty five thousand dollars (\$245,000) per year.



**DANIEL D. FARRELL**

Fire Chief

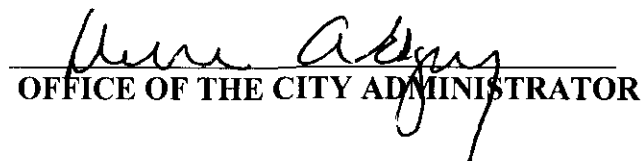
Prepared by:

Renee' A. Domingo &

Nina Morris

Personnel, Safety & Liability Division

APPROVED FOR FORWARDING TO THE  
PUBLIC SAFETY:



OFFICE OF THE CITY ADMINISTRATOR

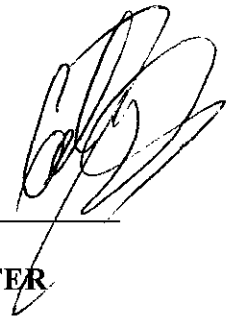
Oakland City Council

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

Resolution No. \_\_\_\_\_ C.M.S.

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

2005 SEP - 1 PM 12:00



**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH CONCENTRA MEDICAL CENTERS TO PERFORM PHYSICAL FITNESS ASSESSMENTS AND HEALTH TESTING SERVICES TO CITY OF OAKLAND'S FIREFIGHTING PERSONNEL FOR THE PERIOD OCTOBER 1, 2005 THROUGH AUGUST 31, 2007 IN AN AMOUNT THAT SHALL NOT EXCEED FOUR HUNDRED NINETY THOUSAND DOLLARS (\$490,000.00), WITH AN OPTIONAL TWO YEAR EXTENSION, ONE YEAR AT A TIME IN AN AMOUNT THAT SHALL NOT EXCEED TWO HUNDRED FORTY FIVE THOUSAND DOLLARS (\$245,000.00) PER YEAR**

**WHEREAS**, the City of Oakland Fire Department solicited bids from qualified vendors through a competitive bid process to provide firefighting personnel with physical fitness evaluations and health testing services; and

**WHEREAS**, to ensure that we are receiving the most cost efficient services and all qualified vendors are provided the opportunity to participate, the Fire Department initiated a Request for Proposal process; and

**WHEREAS**, based upon the evaluation of the proposals, site visits, the services offered, and the cost of the services, it is recommended that the City of Oakland contract with Concentra Medical Centers for physical fitness assessments and health testing services for a two year period in an amount that shall not exceed four-hundred-ninety thousand dollars (\$490,000.00); 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**, the services are professional in nature; and

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

**RESOLVED:** that the City Administrator is hereby authorized to enter into a contract with Concentra Medical Centers to perform physical fitness assessments and health testing services to City of Oakland's firefighting personnel for the period of October 1, 2005 through September 30, 2007 in an amount that shall not exceed four hundred ninety thousand dollars (\$490,000.00), with an optional two year extension, one year at a time, in an amount that shall not exceed two hundred forty five thousand dollars (\$245,000.00) per year.

In Council, Oakland, California

Passed by the following vote:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID AND

PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_

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