



FILED
OFFICE OF THE CITY CLERK
OAKLAND

CITY OF OAKLAND 2014 OCT 15 PM 3:28

AGENDA REPORT

TO: HENRY L. GARDNER
CITY ADMINISTRATOR

FROM: Teresa Deloach Reed

SUBJECT: Annual Physical Examinations of
Oakland Fire Department Firefighters

DATE: October 13, 2014

City Administrator
Approval

Date

10-14-14

COUNCIL DISTRICT: City-Wide

RECOMMENDATION

Staff recommends Council approval of a resolution authorizing the City Administrator or his designee to enter into an agreement with Emeryville Occupational Medical Center to provide annual physical examinations of sworn Oakland Fire Department employees for the period of November 13, 2014 through November 12, 2016 with an optional two-year extension, in an amount not-to-exceed \$600,000 for the initial two year term and not-to-exceed \$600,000 for the two-year extension for a total contract amount not to exceed \$1,200,000 for the period of November 13, 2014 through November 12, 2018.

BACKGROUND/LEGISLATIVE HISTORY

The Oakland Fire Department worked with Contracts & Compliance and initiated a competitive bid process in September 2014 inviting proposals from interested parties to perform annual physical examinations for sworn firefighter personnel. Legal notices of the Request for Proposal (RFP) were placed in the Oakland Tribune and Oakland Post newspapers. The two interested vendors were invited to participate in interviews during which they gave a presentation to the interview panel team and answered questions related to their specific proposal. The interview panel consisted of representatives from the Oakland Fire Department. A Local 55 Board Member was invited but unable to attend.

Annual health screenings include blood pressure, weight, heart rate monitoring, pulmonary function test, in addition to CAL/OSHA required tuberculosis testing. The screenings are administered in accordance with Article 5 of the current MOU. Under the current plan, a maximum of sixteen (16) sworn employees are examined each week. This ensures that all Local 55 members are examined each year.

Item: _____
Public Safety Committee
October 28, 2014

Henry L. Gardner, Interim City Administrator

Subject: Annual Physical Examinations

Date: October 28, 2014

Page 2

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. The pulmonary function test is required in relation to the ability to wear the Firefighter Self Contained Breathing Apparatus (SCBA). In addition, mandated tuberculosis testing ensures the department is in compliance with California Occupational Safety and Health Administration (CAL/OSHA) standards, avoiding costly penalties.

OUTCOME

Acceptance of the resolution would result in compliance with Article 5 of the current MOU between the City of Oakland and Local 55, which states annual physical examinations are conducted on all Local 55 bargaining unit members in the Oakland Fire Department.

ANALYSIS

In accordance with Article 5 of the current 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 existing contract with Concentra will expire on October 31, 2014. Scheduling of examinations has been modified to allow time for completion of the competitive bid and contract approval process.

Contracts & Compliance accepted proposals on September 19, 2014. Two (2) proposals were reviewed by representatives from the Oakland Fire Department and a Local 55 Board Member. 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.

Emeryville Occupational Medical Center was rated the highest by each panelist.

COORDINATION

The Budget Office and the City Attorney's Office were consulted in preparation of this report.

Item: _____
Public Safety Committee
October 28, 2014

Henry L. Gardner, Interim City Administrator

Subject: Annual Physical Examinations

Date: October 28, 2014

Page 3

COST SUMMARY/IMPLICATIONS

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).

SUSTAINABLE OPPORTUNITIES

Economic: Ensuring staff is healthy and fit for duty will provides for an opportunity to reduce potential costs to the City as a workers' compensation claims.

Environmental: There are no environmental opportunities.

Social Equity: Maintaining fitness of staff helps to ensure full staffing at stations, thereby providing efficient public safety services to the residents of Oakland.

For questions concerning this report, please contact Fire Division Manager Trinette Gist Skinner at 238- 4936.

Respectfully submitted,



Teresa Deloach Reed
Fire Chief

Prepared by:
Trinette Gist Skinner, Fire Division Manager
Fiscal and Administration Services Division

Item: _____
Public Safety Committee
October 28, 2014

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2014 OCT 15 PM 3:28

Amadi Sotl
City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH EMERYVILLE OCCUPATIONAL MEDICAL CENTER TO PROVIDE ANNUAL PHYSICAL EXAMINATIONS OF SWORN OAKLAND FIRE DEPARTMENT EMPLOYEES FOR THE PERIOD OF NOVEMBER 1, 2014 THROUGH NOVEMBER 1, 2016 WITH AN OPTIONAL TWO-YEAR EXTENSION, IN AN AMOUNT NOT-TO-EXCEED SIX HUNDRED THOUSAND DOLLARS (\$600,000) FOR THE INITIAL TWO YEAR TERM AND NOT-TO-EXCEED SIX HUNDRED THOUSAND DOLLARS (\$600,000) FOR THE TWO-YEAR EXTENSION FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) FOR THE PERIOD OF NOVEMBER 1, 2014 THROUGH NOVEMBER 1, 2018

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 FQI; 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 (RFP) 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, based upon the evaluation of the proposals received in the RFP process, the services offered, and the cost of the services, it is recommended that the City of Oakland contract, with Emeryville Occupational Medical Center to provide physical fitness assessments and health testing services for employees in Representation Unit FQI period for a two year period with an optional two year extension in an amount that not-to-exceed \$600,000 for the two year term and \$600,000 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 selected vendor 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 or her designee is authorized to enter into a contract with Emeryville Occupational Medical Center to provide annual physical examinations for Oakland Fire Department employees in Representation Unit FQI for the period of November 1, 2014 through November 1, 2016 in an amount not-to-exceed \$600,000; and be it

FURTHER RESOLVED: That the City Administrator or his designee is authorized to extend the proposed agreement for an additional two years until November 1, 2018 in an amount not-to-exceed \$600,000 for a total contract amount not-to-exceed one million two hundred thousand dollars (\$1,200,000) for the four year period; and be it

FURTHER RESOLVED: That the contract shall be approved for form and legality by the City Attorney and a copy shall be filed in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California