



**To:** Zero Waste Advisory Commission

**From:** Bob Gedert, Department Director, Austin Resource Recovery

**Date:** July 9, 2014

**Subject:** **Medical Surveillance Agreement**

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The purpose of this item is to obtain a favorable ZWAC recommendation for the City Council to authorize the negotiation, award and execution of a 12-month contract with **Occupational Health Centers of the Southwest PA, dba Concentra Medical Centers** for a Medical Surveillance Program for Austin Energy and Austin Resource Recovery in an amount not to exceed \$32,000, with four 12-month extension options in an amount not to exceed \$32,000 per extension option, for a total contract amount not to exceed \$160,000 for 5 years.

#### ***Purpose and Background***

This agreement is for a qualified and experienced medical contractor to provide a Medical Surveillance Program for applicants and employees potentially exposed to levels of hazardous materials, respiratory contaminants, noise and other occupational health-related conditions at or above the Permissible Exposure Limit (PEL) as set forth by the Federal Occupational Safety and Health Administration (OSHA). The contractor will conduct medical evaluations for CDL drivers to determine each driver's physical ability to operate a commercial vehicle based on regulations set forth by the U.S. Department of Transportation (DOT). Additionally, the contractor will administer pre-employment and post-offer Human Performance Evaluations (HPE) for the City where employment will be contingent upon the applicant's ability to fulfill the essential functions of the position. The contractor will conduct a return to work evaluation, Functional Capacity Evaluation (FCE), to determine if an employee can meet the essential functions and physical requirements of a position. Austin Resource Recovery's annual estimated expenditure for this contracted service is \$24,000.

#### ***Contract Timeline***

February 24<sup>th</sup> – Request for Qualification Statement (RFQS) Issued  
March 11<sup>th</sup> – Pre-Bid Conference  
March 20<sup>th</sup> – Bid Due Date  
July 9<sup>th</sup> – ZWAC Recommendation  
August 7<sup>th</sup> – City Council Date

#### ***Staff Recommendation***

Staff recommends City Council authorization of the negotiation, award and execution of a contract with **Occupational Health Centers of the Southwest PA, dba Concentra Medical Centers** for a Medical Surveillance Program for Austin Energy and Austin Resource Recovery in an amount not to exceed \$32,000, with four 12-month extension options in an amount not to exceed \$32,000 per extension option, for a total contract amount not to exceed \$160,000.