

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34261	Agenda Number	74.
Meeting Date:	August 7, 2014				
Department:	Purchasing				
Subject					
Authorize negotiation, execution, and award of a 12-month requirements service contract with OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST PA DBA CONCENTRA MEDICAL CENTERS, or the other qualified offeror to RFQs No. OPJ0001, 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 estimated contract amount not to exceed \$160,000.					
Amount and Source of Funding					
Funding in the amount of \$3,000 is available in the Austin Energy's Fiscal Year 2013-2014 Operating Budget and \$5,000 is available in the Fiscal Year 2013-2014 Operating Budget of Austin Resource Recovery. Funding for the remaining nine months of the original contract period and extension options is contingent upon available funding in future budgets.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:	Best evaluated qualifications statement.				
Prior Council Action:					
For More Information:	Oralia Jones, Senior Buyer Specialist, 512-322-6594				
Boards and Commission Action:	July 9, 2014 - Approved by the Zero Waste Advisory Commission on a vote of 6-0. July 21, 2014 - Approved by the Electric Utility Commission on a vote of 7-0.				
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No goals were approved for this solicitation; however, the consultant has elected to subcontract out scopes of work.				
Additional Backup Information					

This contract will provide a medical surveillance program for Austin Energy and Austin Resource Recovery. The program will be conducted by qualified and experienced medical personnel 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 as set forth by the Federal Occupational Safety and Health Administration.

The contractor will conduct medical evaluations for Austin Resource Recovery's commercially licensed 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. The contractor will administer pre-employment and post-offer Human Performance Evaluations for Austin Resource Recovery where employment will be contingent upon the applicant's ability to fulfill the essential functions of the position.

An Austin Energy and Austin Resource Recovery evaluation team evaluated the responses and unanimously chose this respondent as the best to provide these services. Evaluation criteria used to evaluate the responses included applicable medical licenses and certifications, experience in medical surveillance programs, total evaluated cost, and acceptance of the City of Austin's terms and conditions.

This request allows for the development of an agreement with a qualified offeror selected by Council. If the City is unsuccessful negotiating a satisfactory agreement with the selected offeror, negotiations will cease with the provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with that provider.

MBE/WBE solicited: 6/0

MBE/WBE bid: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. One-hundred fifty-three notices were sent including six MBEs. There are no known WBEs for this commodity code. Two responses were received, with no response from the MBEs.

#### **APPROVAL JUSTIFICATION**

- a. Best evaluated qualifications statement.
- b. The Purchasing Office concurs with Austin Energy and Austin Resource Recovery's recommended award.
- c. Advertised on the Internet and in the Austin American Statesman.