Legislation Details (With Text)

File #:	19-066 **Version:** 1		
Type:	Procurement Award	**Status:**	Passed
File created:	1/16/2019	**In control:**	City Council
On agenda:	2/5/2019	**Final action:**	2/5/2019
Title:	Approve the award of the two-year extension to Contract 16-128, Health Screening Services, to Edward Hospital for an amount not to exceed $458,180		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Original Award		

Date	Ver.	Action By	Action	Result
2/5/2019	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:
Approve the award of the two-year extension to Contract 16-128, Health Screening Services, to Edward Hospital for an amount not to exceed $458,180

DEPARTMENT: Human Resources

SUBMITTED BY: James Sheehan, Director

BOARD/COMMISSION REVIEW:
N/A

BACKGROUND:
On January 5, 2016, City Council approved the award of Contract 16-128 to Edward Hospital for a three-year term with one, two-year option to extend. The contract includes the following services:

- Annual physicals for its sworn police and fire personnel;
- Pre-employment physicals, including drug and alcohol screens, given on a post-offer basis to all prospective employees, including sworn police and fire personnel
- Functional physical assessments for employees on disability; and
- Random drug and alcohol testing for safety-sensitive positions requiring a Commercial Driver's License (CDL).

These services are necessary to ensure prospective employees are healthy and able to carry out their required job functions; police and fire personnel are healthy and fit to continue to carry out their required job functions; employees on disability are evaluated and assessed related to their physical status and ability to return to work; and employees requiring a CDL are drug and alcohol free and the City complies with the Department of Transportation regulations.

DISCUSSION:
Edward is conveniently located and provided excellent service for the three years of the original award. Edward agreed to renew the contract for first and final two-year extension. Staff negotiated a zero-percent increase for the services provided by Edward during the two-year extension.

This award is a unit-price contract with expenditures dependent on the actual services performed. Based on an estimate of 35 pre-employment physicals for Police and Fire employees, 120 pre-employment physicals for non-sworn municipal employees, 250 annual physicals for sworn police and fire personnel, 120 pre-employment drug and alcohol screens, 60 random drug screens for CDL drivers and 20 functional physical assessments in calendar year 2019 and 2020, respectively, costs are estimated at $229,090 for each year.

The term of the extension is January 1, 2019 through December 31, 2020, with no extensions remaining.

FISCAL IMPACT:
CIP #: NA

Health screening and fitness for duty services and physicals are expensed to the HR services accounts listed below. A total of $229,090 is budgeted for various screening expenses in 2019. The requested award is within budget.

Account Number	Fund Description	Total Budget Amount
14101100-531305	General Fund	$ 88,009
14161100-531305	General Fund	$ 93,570
21101100-531305	General Fund	$ 31,500
22251100-531305	General Fund	$ 120,125
31101100-531305	General Fund	$ 5,725
40101300-531304	Electric Fund	$ 2,360
41101500-531305	Water Fund	$ 2,880
51103200-531305	Settlement Fund	$ 1,850