



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		2-25-2013			
Department:		Risk Management			
Department Head		Jim Parrish			
Agenda Coordinator (include phone #): <b>Nancy Corwin X7137</b>					
<b>CAPTION</b>					
RFP No. 2012-210-C for two (2) years with five (5) City optional one year renewals for Occupational Health Provider Services for multiple departments to Occupational Health Centers of the SWPA, dba Concentra Medical Centers, in the estimated annual amount of \$166,870 and authorizing the City Manager or his authorized designee to execute all necessary documents.					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	<b>2012-13 thru 2018-19</b>	Prior Year (CIP Only)	Current Year	Future Years	<b>TOTALS</b>
Budget		0	166,870	1,001,220	<b>1,168,090</b>
Encumbered/Expended Amount		0	0	0	<b>0</b>
This Item		0	-166,870	-1,001,220	<b>-1,168,090</b>
BALANCE		0	0	0	<b>0</b>
<b>FUND(S):    GENERAL, WIRELINE FEES FUND, HEALTH CLAIMS FUND</b>					
<p><b>COMMENTS:</b> This item approves price quotes. Expenditures will be made in multiple City Departments in various funds based on need within the approved budget appropriations for each year of the contract. The estimated annual amount to be spent in FY 2012-13 is \$166,870. The estimated future amount, if all renewal years are exercised is \$1,001,220, which will be made within approved budget appropriations.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing Multiple City Departments with Occupational Health Provider Services relates to the City's Goal of a Financially Strong City with Service Excellence.</p>					
<b>SUMMARY OF ITEM</b>					
Staff recommends establishing an annual contract with initial term two (2) years with five (5) City optional one year renewals for 2012-210-C RFP for Occupational Health Provider Services to Occupational Health Centers of the SWPA, dba Concentra Medical Centers in the estimated annual amount of \$166,870 to be utilized by Risk Management, Fire, Human Resources, Police, Animal Services and Public Safety Communication, and conditioned upon timely execution of any necessary contract documents.					
List of Supporting Documents: Recommendation Memo, Bid Recap			Other Departments, Boards, Commissions or Agencies		



## *Memorandum*

Date: January 4, 2013

To: Diane Palmer-Boeck, Chief Purchasing Officer

From: Darrell Edwards, Risk Manager

CC: Jim Parrish, Director of Human Resources  
Jim Miller, Risk Program Manager

Subject: Recommendation for Occupational Health Provider Services/2012-210-C

The committee assigned to evaluate vendor responses for the City of Plano Request for Proposal 2012-210-C, Occupational Health Provider Services, is recommending the City enter into a contract with Concentra.

After reviewing all submitted proposals, and having the option to break out the services and award them to multiple vendors, the committee has reached a unanimous decision that Concentra has satisfactorily met the requirements as detailed in the RFP specifications. Their proposal has been deemed to be the most advantageous for the City, and provides us with the best overall value.

The estimated expenditure based on departments' budget projections for these services will be \$166,870 for the first year, with one additional year which is estimated to be \$166,870 and five optional renewal years which are also estimated to be \$166,870 each year. Assuming all optional years are exercised, the anticipated expenditure for this contract will be approximately \$166,870 for the first year with all remaining years combined to be \$1,001,220.

The annual amounts are estimates, as this contract will be utilized across multiple City departments, and actual costs will be determined based on services used. This contract will allow us to employ a cafeteria style plan for pricing and services.

The primary services that will be utilized under this contract will be physical examinations, immunizations and inoculations, and drug and alcohol testing. This is a cafeteria-style plan where unit price prevails and estimated utilization by departments determines estimated yearly expenditures.

Failure to enter into this contract would result in all City departments who need these services to be required to select their own vendors and negotiate their own terms, which eliminates the economy of scale efficiency that one contract affords the organization.

**Recap**

**CITY OF PLANO**

**RFP NO. 2012-210-C  
FOR OCCUPATIONAL HEALTH PROVIDER SERVICES**

**RFP RECAP**

---

---

**RFP opening Date/Time:** August 9, 2012 @ 3:30 PM

**Number of Vendors Notified:** 2285

**Vendors Submitting "No Bids":** 0

**Number of Proposals Considered:** 4

**Physical Exams**

Occupational Health Centers of the SWPA, dba Concentra Medical Centers	\$2,615
CareNow	\$3,229

**Immunization, Vaccinations & Testing**

CareNow	\$2,559
Occupational Health Centers of the SWPA, dba Concentra Medical Centers	\$3,290
HCA Medical Center of Plano	\$3,902.50

**Drug and Alcohol Testing**

CareNow	\$622
DSI	\$634
Occupational Health Centers of the SWPA, dba Concentra Medical Centers	\$680

**Proposals Received - Not Considered:** 0

**Recommended Vendor(s):**

Occupational Health Centers of the SWPA, dba Concentra Medical Centers	\$6,585
--	---------

*Nancy Corwin*

August 9, 2012

---

Nancy Corwin, Senior Buyer