



TO: Board of Contracts and Awards
FROM: James P. Duggan, Fire Chief ✓
Michael Fitzgerald, Assistant to the Chief, Budget & Finance
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Richelle Krienke, Finance/Purchasing
SUBJECT: RFP FD16-0426F Medical Examinations for Firefighters – March 7, 2017
DATE: February 22, 2017

SUMMARY:

The Tacoma Fire Department requests authorization to award a contract to MultiCare Health System dba MultiCare Centers of Occupational Medicine, Tacoma, Washington, for wellness fitness program medical examinations for firefighters. This request is for an initial two-year term in the amount of \$206,950, plus the option for two additional two-year extensions and a three percent contingency, for a cumulative total of \$650,000, plus applicable sales tax.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

The proposed medical examination contract is part of the Fire Department’s reestablished wellness fitness program, intended to inform and protect the health of employees. By staying healthy, Fire Department employees ensure they are physically able to perform their important work for the public.

BACKGROUND:

The Fire Department was awarded a Federal Emergency Management Agency Assistance to Firefighters grant totaling \$195,767 to help fund contracts for periodic medical examinations and fitness evaluations. The medical exam contract is needed to help reestablish a wellness fitness program for the department’s commissioned employees. City staff prepared a Request for Proposals (RFP FD16-0426F) for a multi-year contract to perform the work.

ISSUE: Periodic medical examinations are a required part of the Fire Department’s wellness fitness program for its commissioned employees.

ALTERNATIVES: The City could choose not to fund a wellness fitness program for the Fire Department. Wellness fitness programs help inform employees about their health and help ensure that employees are physically able to perform required work. Such programs have been shown to be cost-effective, reducing injury and illness.

COMPETITIVE SOLICITATION: RFP FD16-0426F was opened February 14, 2017. Three companies were invited to bid in addition to normal advertising of the project. Two submittals were received.



<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank or Score</u>
MultiCare Health Systems	Tacoma, WA	76.1
Professional Health Services, Inc.	Havertown, PA	69.0

Pre-bid Estimate: \$730,000

The recommended award is 11 percent below the pre-bid estimate.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: MultiCare maintains six in-patient hospitals and over 170 outpatient facilities. MultiCare representatives reported that “environmental sustainability is a key component to the patient care environment.” A number of their facilities are LEED certified. All of their operations conduct extensive recycling. They require that their nutrition vendors incorporate environmentally and socially responsible methods.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Tacoma Fire Department recommends that a contract be awarded to MultiCare Health System dba MultiCare Centers of Occupational Medicine, Tacoma, Washington, for wellness fitness program medical examinations for firefighters. This request is for an initial two-year term in the amount of \$206,950, plus the option for two additional two-year extensions, for a cumulative total of \$650,000, plus applicable sales tax.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1090 Fire Misc Special Revenue	GRT-01003-13	5311500	\$215,343
0010 General Fund Fire Dept	253000	5311500	434,657
TOTAL			\$650,000

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
2015 AFG Grant	GRT-01003-13-03	4331001	\$195,767
1090 Fire Misc Special Revenue-Grant Match	878000	4300000	\$19,576
TOTAL			\$215,343



POTENTIAL POSITION IMPACT: (NOT APPLICABLE)

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$206,950

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.

Explain how expenditures are to be covered and if budget modifications are required.

