

RESOLUTION NO. 2007-91

AUTHORIZING CONTRACT NO. 2007-052A WITH OCCUCENTERS INC. D.B.A. EAST SIDE OCCUPATIONAL HEALTH CENTER TO PROVIDE MEDICAL AND SPECIMEN COLLECTION SERVICES, AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO ADDITIONAL ONE YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$297,203.10 FOR THE BASE TERM AND IN AN AMOUNT NOT TO EXCEED \$99,067.70 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$495,338.50 (GENERAL FUND, LABOR & EMPLOYEE RELATIONS, OCCUPATIONAL HEALTH DEPARTMENT BUDGET)

WHEREAS, the Authority is required to conduct medical examinations and drug and alcohol specimen testing to determine the medical fitness of applications and employees in order to meet Department of Transportation, Federal Transit Administration regulations and GCRTA policies; and

WHEREAS, the proposal of OccuCenters, Inc. d.b.a. Eastside Occupational Health Center, located at 4450 St. Clair Avenue, Cleveland, Ohio 44103 to provide medical and specimen collection services, as required, for a period of three years with two (2) one-year options was received on June 5, 2007; and

WHEREAS, after negotiations, a fixed fee schedule for services, as required, in an amount not to exceed two hundred ninety-seven thousand two hundred three & 10/100 dollars (\$297,203.10) for the base three years and in an amount not to exceed ninety-nine thousand sixty-seven & 70/100 dollars (\$99,067.70) for each option year for a total contract amount not to exceed four hundred ninety-five thousand three hundred thirty-eight & 50/100 dollars (\$495,338.50) was agreed upon; and

WHEREAS, the General Manager/Secretary-Treasurer deems the negotiated offer of OccuCenters, Inc. d.b.a. Eastside Occupational Health Center, as negotiated, to provide medical and specimen collection services, as required, for a period of three years with two (2) one-year options to be in the best interest of the Authority, price and all other factors considered, and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of OccuCenters, Inc. d.b.a. Eastside Occupational Health Center, as negotiated, to provide medical and specimen collection services, as required, for a period of three year with two (2) one-year options be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with OccuCenters, Inc. d.b.a. Eastside Occupational Health Center, to provide medical and specimen collection services, as required, for a period of three years with two (2) one-year options, subject to approval of the exercise of each option by the General Manager/Secretary-Treasurer.

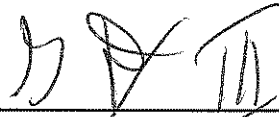
Section 3. That said contract shall be payable from the General Fund, Labor & Employee Relations, Occupational Health Department Budget in an amount not to exceed two hundred ninety-seven thousand two hundred three & 10/100 dollars (\$297,203.10) for the base three years and in an amount not to exceed ninety-nine thousand sixty-seven & 70/100 dollars (\$99,067.70) for each option year for a total contract amount not to exceed four hundred ninety-five thousand three hundred thirty-eight & 50/100 dollars (\$495,338.50).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years, compliance by the contractor to Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2007-064; bonding and insurance requirements and all applicable laws relating to the contractual obligation of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects OccuCenters, Inc. d.b.a. Eastside Occupational Health Center will attempt to exceed the 15% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: July 24, 2007



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

Title/Description: AUTHORIZING CONTRACT NO. 2007-052A WITH OCCUCENTERS INC. D.B.A. EAST SIDE OCCUPATIONAL HEALTH CENTER TO PROVIDE MEDICAL AND SPECIMEN COLLECTION SERVICES, AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO ADDITIONAL ONE YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$297,203.10 FOR THE BASE TERM AND IN AN AMOUNT NOT TO EXCEED \$99,067.70 FOR EACH OPTION YEAR FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$495,338.50 (GENERAL FUND, LABOR & EMPLOYEE RELATIONS, OCCUPATIONAL HEALTH DEPARTMENT BUDGET)	Resolution No.: 2007-91
	Date: July 19, 2007
	Initiator: Labor & Employee Relations Occupational Health
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for medical services and specimen collection services, as required, for a period of three years with two (2) one-year options.

- 2.0 **DESCRIPTION/JUSTIFICATION:** This action will allow the Authority to determine the physical and medical fitness of all applicants and employees to safely perform their job duties. In addition, this action will allow the Authority to continue to screen applicants and employees, as required, and to meet Federal guidelines for drug and alcohol specimen collection. This procurement has been divided into two contracts in order to provide the Authority's employees with the best combination of hours of operation, rates and convenient locations.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposal was posted on the procurement website and advertised in the local newspapers. Five proposals were received on June 5, 2007 in response to this solicitation. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of OccuCenters, Inc. d.b.a. Eastside Occupational Health Center to provide medical and specimen collection services for a period of three years with two (2) one-year options was selected as one of the most advantageous to the Authority. The not to exceed price of \$297,203.10 for the base three-year period is based upon the anticipated usage of these services at the pre-determined, negotiated rates. OccuCenters, Inc. d.b.a Eastside Occupational Health Center has successfully conducted these services for GCRTA since 1998. OccuCenters, Inc. d.b.a Eastside Occupational Health Center was established in 1977. With more than twenty years of experience, their clients include Cleveland Metropolitan Housing Authority, The Cleveland Job Corps and the Cleveland Municipal School District.

 A cost analysis was performed and the Procurement Department has determined the negotiated price to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 15% DBE participation goal was established for this procurement. OccuCenters, Inc. d.b.a. Eastside Occupational Health Center has committed to meet the DBE goal through the utilization of Moore Counseling and Mediation Services (African American female-owned) in the amount of \$45,000.

5.0 POLICY IMPACT: Does not apply.

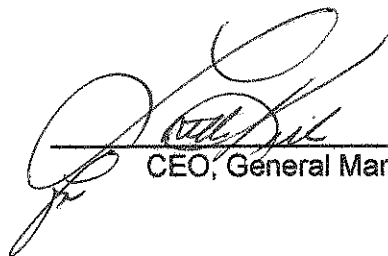
6.0 ECONOMIC IMPACT: That said contract shall be payable from the General Fund, Labor and Employee Relations, Occupational Health Department Budget in an amount not to exceed two hundred ninety- seven thousand two hundred three & 00/100 dollars (\$297,203.10), as required, for the base three years and in an amount not to exceed ninety-nine thousand sixty-seven & 70/100 dollars (\$99,067.70) for each option year for a total contract amount not to exceed four hundred ninety-five thousand three hundred thirty-eight & 50/100 dollars (\$495,338.50). This is the budgeted amount for this project and is based upon anticipated usage.

7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will place the Authority at risk of being non-compliant to the Federal regulations, as set forth by the Department of Transportation for drug testing in the workplace.

8.0 RECOMMENDATION: This procurement was reviewed by the Board of Trustees Operations Committee at their July 10, 2007 meeting and recommended for approval to the Board of Trustees. It is recommended that the proposal of OccuCenters, Inc. d.b.a. Eastside Occupational Health Center be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement Requirements.



CEO, General Manager/Secretary-Treasurer