

RESOLUTION NO. 2012-61

AUTHORIZING CONTRACT NO. 2012-057A WITH OCCUCENTERS, INC. D.B.A. EAST SIDE OCCUPATIONAL HEALTH CENTER TO PROVIDE OFFSITE OCCUPATIONAL MEDICAL SERVICES & SPECIMEN COLLECTION SERVICES, AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$305,200.00 FOR THE BASE THREE YEARS AND IN AN AMOUNT NOT TO EXCEED \$101,732.00 FOR EACH OPTION YEAR FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$508,664.00 (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 applicants 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. East Side Occupational Health Center, located at 4450 St. Clair Avenue, Cleveland, Ohio 44103 to provide medical and specimen collection services for a three year period with two, one-year options was received on May 22, 2012; and

WHEREAS, the General Manager/Secretary-Treasurer deems the offer of OccuCenters, Inc. d.b.a. East Side Occupational Health Center, as negotiated, to be in the best interest of the Authority 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 proposal submitted by OccuCenters, Inc. d.b.a. East Side Occupational Health Center, as modified by negotiations, to provide medical services and specimen collection services for a period of three years with two, 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. East Side Occupational Health Center to provide medical services and specimen collection services for a period of three years with two, one-year options subject to approval of the exercise of each option by the General Manager/Secretary-Treasurer.

Section 3. That said contact shall be payable from the General Fund, Labor & Employee Relations, Occupational Health Department budget in an amount not to exceed three hundred five thousand two hundred & 00/100 dollars (\$305,200.00) for the base three years with the Authority retaining two, one-year options in an amount not to exceed one hundred one thousand seven hundred thirty-two & 00/100 dollars (\$101,732.00) for each option year for a total contract amount not to exceed five hundred eight thousand six hundred sixty-four & 00/100 dollars (\$508,664.00).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon approval of future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2012-036; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that OccuCenters, Inc. d.b.a. East Side Occupational Health Center will attempt to exceed the 16% minimum DBE goal assigned to this procurement.

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

Adopted: July 17, 2012

  
\_\_\_\_\_  
Acting President

Attest:   
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: <b>CONTRACT: OFFSITE OCCUPATIONAL MEDICAL SERVICES &amp; SPECIMEN COLLECTION</b>  <b>VENDOR: OCCUCENTERS, INC. D.B.A. EAST SIDE OCCUPATIONAL HEALTH CENTER</b>  <b>AMOUNT: NTE \$305,200.00 FOR BASE THREE YEARS AND NTE \$101,732.00 FOR EACH OPTION YEAR FOR TOTAL CONTRACT AMOUNT NTE \$508,664.00</b>	Resolution No.: 2012-61  Date: July 12, 2012  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 contact for offsite occupational medical services and specimen collection services, as required, for a period of three years with two, 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 split 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 (RFP) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Ten (10) prospective proposers downloaded the solicitation and four (4) proposals were received. 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. East Side Occupational Health Center to provide offsite occupational medical services 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 \$350,200.00 for the base three-year period is based on the anticipated usage of these services at the pre-determined, negotiated rates. OccuCenters, Inc. d.b.a. East Side Occupational Health Center has successfully conducted these services for GCRTA since 1998. OccuCenters, Inc. d.b.a. East Side Occupational Health Center was established in 1977. With 35 years of experience, their clients include Cuyahoga Metropolitan Housing Authority, Cleveland Job Corps and Cleveland Municipal School District.

A cost analysis was performed and the Procurement Department has determined the negotiated rates of OccuCenters, Inc. d.b.a. East Side Occupational Health Center to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 16% DBE goal was established for this procurement. OccuCenters, Inc. d.b.a. East Side Occupational Health Center has committed to achieve the goal through the utilization of Moore Counseling & Mediation Services in the amount of \$48,832 or 16%.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: The contract will be funded through the General Fund, Labor and Employee Relations, Occupational Health Department budget in an amount not to exceed three hundred five thousand two hundred & 00/100 dollars (\$305,200.00) for the base three years and in an amount not to exceed one hundred one thousand seven hundred thirty-two & 00/100 dollars (\$101,732.00) for each of the two option years for a total contract amount not to exceed five hundred eight thousand six hundred sixty-four & 00/100 dollars (\$508,664.00). This is within the budgeted amount for these services.
- 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 will be discussed at the July 17, 2012 Operations Committee and recommended for approval to the Board of Trustees. It is recommended that the offer of OccuCenters, Inc. d.b.a. East Side 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