



# City of Austin

## Recommendation for Action

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**File #:** 24-6497, **Agenda Item #:** 22.

1/30/2025

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### Posting Language

Authorize a contract for medical and health performance evaluation program services for various City departments with Occupational Health Centers of the Southwest Pa d/b/a Concentra Medical Centers, for an initial term of three years with up to two one-year extension options, for a total contract amount not to exceed \$1,000,000. Funding: \$133,333 is available in various City departments' Operating Budgets. Funding for the remaining contract term is contingent upon available funding in future budgets.

### Lead Department

Financial Services Department.

### Client Department(s)

All City Departments.

### Fiscal Note

Funding in the amount of \$133,333 is available in the Fiscal Year 2024-2025 Operating Budget of various City departments.

Funding for the remaining contract term is contingent upon available funding in future budgets.

### Purchasing Language:

The Financial Services Department issued a Request for Qualifications Statements solicitation RFQS 5000 BRS4001 for these services. The solicitation was issued on April 1, 2024, and closed on May 16, 2024. Of the two offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's website. This information can currently be found at [https://financeonline.austintexas.gov/afo/account\\_services/solicitation/solicitation\\_details.cfm?sid=140390](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=140390).

### MBE/WBE:

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were insufficient subcontracting opportunities and insufficient availability of M/WBEs; therefore, no subcontracting goals were established.

### For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

### Additional Backup Information:

This contract will provide medical and health performance evaluation program services for City employees and City job applicants potentially exposed to levels of hazardous materials, respiratory contaminants, noise, and

other occupational health-related conditions at or above the permissible exposure limits as set forth by the Occupational Safety and Health Administration.

The contractor will be responsible for providing Human Performance Evaluations, Functional Capacity Evaluations, Job Task Analysis, and Job Demand Assessments to determine if an applicant or employee can meet the essential functions and physical requirements of a specified position.

This contract will replace an existing contract which expires February 2, 2025. The requested authorization amount was determined by departmental estimates and historical spend. The recommended contractor is the current provider of these services.

An evaluation team with expertise in this area evaluated the offers and scored Occupational Health Centers of the Southwest Pa d/b/a Concentra Medical Centers, as the best to provide these services based on personnel qualifications, demonstrated applicable experience, and documentation.

A delay in contract approval could impact the City's ability to provide medical and health performance evaluation program services.