

M Management Committee

Meeting date: January 13, 2010

ADVISORY INFORMATION

Date:	January 6, 2009
Subject:	Authorization to Award Contract for Occupational Health and Medical Services
District(s), Member(s):	
Policy/Legal Reference:	Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$250,000
Staff Prepared/Presented:	Gloria Heinz, 602-1398/Connie DeVolder, 612-349-7668
Division/Department:	Regional Administration, Human Resources

Proposed Action:

- That the Metropolitan Council authorize the Regional Administrator to execute a contract with Health Activation Services to provide Occupational Health and Medical Services for a term of three (3) years at a cost not to exceed \$600,000.

Background:

- The Council's regional Administration, Metro Transit and Environmental Services Divisions along with the Human Resources Department utilize occupational health and medical testing services.
- These services include regular and USDOT pre-employment physical exams, USDOT re-certification exams, fitness for duty evaluations, health screenings for respirator use, and audiometric evaluations.
- A formal, advertised Request for Proposals (RFP) was issued October 8, 2009 and proposals were received December 8, 2009. Four addenda were issued two extending the bid due date and two answering prospective proposer questions.
- There were nine planholders of record, six of which submitted proposals.
- Proposals were submitted by the following firms:
 - Health Partners
 - Twin Cities Occupational Health and Rehabilitation
 - Occupational Medicine Consultants
 - Allina Medical Clinic
 - Minnesota Occupational Health
 - Health Activation Services
- Proposals were evaluated by an Evaluation Panel based upon qualifications, quality of proposal, experience of proposer and price.

Rationale:

- After discussion the panel determined the proposals submitted by Minnesota Occupational Health and Health Activation Services were the most complete proposals and were both rated Very Good + by the panel. Both scored high for fully responding to the requirements of the RFP, for the high quality and experience of their physicians and staff and their competitive pricing.

- As both proposals were rated equally the choice to award the contract to Health Activation Services was based on the fact that they have two Twin Cities locations (both on bus/rail lines), more available doctors (5 vs. 1+2 part time) and Council experience with the physicians.

Funding:

- Funds for these services are available in the annual operating budgets of the divisions requesting the services.

Known Support / Opposition:

- None