



Agenda Item No. (6)

To: Finance Auditing Committee/Committee of the Whole
Meeting of September 23, 2021

From: Kelli Vitale, Director Risk Management and Safety
Kellee J. Hopper, Deputy General Manager, Administration and Development
Denis J. Mulligan, General Manager

Subject: **AUTHORIZE EXECUTION OF PROFESSIONAL SERVICES AGREEMENT 2021-D-039, ON-SITE MEDICAL SERVICES, WITH PIVOT ON-SITE INNOVATIONS**

Recommendation

The Finance-Auditing Committee recommends that the Board of Directors authorize execution of Professional Services agreement 2021-D-039, *On-Site Medical Services*, with Pivot On-Site Innovations (Pivot) of Towson, MD, in an amount not to exceed \$1,712,873 for a three-year contract beginning October 1, 2021 and two one-year options to be exercised at the General Manager's discretion not to exceed \$563,291 for each option year. Funds for the first year of service of \$586,291 are included in District Division Operation Budget with requisite funds to be budgeted accordingly for future fiscal years.

This matter will be presented to the Board of Directors at its September 24, 2021, meeting for appropriate action.

Background

On June 7, 2021, the Golden Gate Bridge, Highway and Transportation District (District) issued a Request For Proposals (RFP) for On-Site Employment and Injury Medical Services. The District seeks the services of an on-site medical provider to ensure the health and welfare of our current and potential employees with the highest quality care. This will allow the District to offer efficient, quality services, reducing loss in productivity, and expeditious testing and examination results.

These services will include Agility and Functional evaluations, Audiogram testing, Physical Ability testing, Drug and Alcohol testing pursuant to the U.S. Department of Transportation (DOT) guidelines. It will also include the administration of vaccines like Tdap/TB, MMR and COVID, physical therapy for industrial injuries, initial injury triage for work place injuries, and return to work clearance. These services also include pre-employment physical examinations, drug testing and biannual medical clearances. Pivot has also provided COVID health screening and monitoring since the onset of the Pandemic, these services will continue as needed.

The District received one proposal by the due date of July 5, 2021 from Pivot. The selection committee screened the proposal and evaluated the criteria set forth in the RFP and determined that Pivot is qualified to perform these services. Pivot satisfies all of the evaluation factors, which includes experience performing similar services with other agencies, qualifications, availability, responsiveness and a comprehensive quality of work.

No contract-specific Disadvantaged Business Enterprise (DBE) or Small Business Enterprise (SBE) goal was established for this contract. However, proposers were strongly encouraged to obtain DBE participation. The DBE Program Administrator has determined that Pivot is not a certified DBE or SBE firm and does not propose to use subcontractors to perform services. At this time, no DBE/SBE participation is anticipated during the performance of this contract.

Pivot quoted an all-inclusive fixed fee for services annually. Optional services, if requested by the District, will be added as needed and must be approved in advance. Optional services could include respirator fit testing and performance optimization programs. Staff evaluated Pivot's cost proposal and find it to be fair and reasonable in comparison to the costs the District pays for lost time and productivity for employees to attend physical therapy, treat a first aid injury, get a vaccine or go through DOT testing or return to work clearances.

Fiscal Impact

The total cost for the base three-year contract relative to the RFP No. 2021-D-039 is not-to-exceed \$1,712,873. The annual cost for each of the base years for FY 21/22, FY 22/23, and FY 23/24 are \$586,291, \$563,291 and \$563,291 respectively. The additional two one-year options are not-to-exceed \$563,291 per year. These additional option years are exercised at the discretion of the General Manager. The FY 21/22 Operating Budget includes sufficient funds for the first year's costs. All costs for services in future years will be budgeted accordingly.