

A G E N D A



Thursday, September 23, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 52

Subject: Authorize award and execution of a 36-month requirements service contract with PRO MED MEDICAL CARE CENTER, Austin, TX for medical assessment and monitoring program for the Austin Water Utility in an estimated amount not to exceed \$89,151, with three 12-month extension options in an estimated amount not to exceed \$29,717 per extension option, for a total estimated contract amount not to exceed \$178,302.

Amount and Source of Funding: Funding in the amount of \$29,717 is available in the Fiscal Year 2010-2011 Operating Budget of the Austin Water Utility. Funding for the remaining 24 months of the original contract period and extension options is contingent upon available funds in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Steve Aden, Purchasing Manager/974-2021.

Purchasing Language: Lowest bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Boards and Commission Action: Recommended by the Water and Wastewater Commission.

This contract will provide a Medical Assessment and Monitoring Program that is required for personnel performing certain activities within the City. The City currently has numerous employees performing activities with varying levels of contact or exposure to potentially harmful materials and conditions such as noise, lead, asbestos, and other toxic substances.

The Occupational Safety and Health Act (OSHA) of 1970 requires annual and periodic assessments for certain exposures, and to ensure employees can work while wearing protective equipment. This program may have up to 500 employees who participate annually in the assessment and monitoring program.

MBE/WBE solicited: 3/7

MBE/WBE bid: 0/0

PRICE ANALYSIS

- Adequate competition.
- One hundred fourteen notices were sent, including three MBEs and seven WBEs. Two bids were received, with no response from the MBE/WBEs.
- The pricing offered represents a 3% decrease from the last contract award in July 2006.

APPROVAL JUSTIFICATION

- Lowest bid received. Pro Med Medical Care Center is the current provider of these services.
- The Purchasing Office concurs with Austin Water Utility's recommended award.
- Advertised in the Austin American-Statesman and on the Internet.