



Staff Report

Annual Requirements Contract for Health and Fitness Assessments, Project 23-0156

City Council Meeting Date: 11-28-2023 | Action Being Considered: Minute Order

RECOMMENDATION

Authorize the City Manager or his designee to execute an annual requirements contract for health and fitness assessments with Front Line Mobile Health, PLLC, of Georgetown, Texas, in the estimated amount of \$450,000. Front Line Mobile Health, PLLC is not a MWBE firm.

PRIOR BOARD OR COUNCIL ACTION

None.

ANALYSIS

This annual requirements contract is for a medical provider with in-depth knowledge regarding fire-service specific medical assessments in accordance with the National Fire Protection Association (NFPA) 1582 standards to provide consolidated medical assessment, possible immunizations, and data record-keeping services of all incumbent uniformed Fire personnel.

An evaluation team comprised of City staff from the Fire Department, Police Department, and The Office of Business Diversity evaluated and scored the submittals. A weighted criteria approach was used for scoring, which included operational planning, experience/qualifications and price. The following vendors were evaluated:

Vendor	MWBE	Operational Plan (40 points)	Company Experience (30 points)	Price (30 points)	Score
Front Line Mobile Health, PLLC Georgetown, Texas	N/A	34.75	24.50	29.56	88.81
Life Scan Wellness Centers Tampa, Florida	N/A	21.50	18.25	30.00	69.75
On Duty Health, PLLC Austin, Texas	N/A	28.00	19.75	9.44	57.19
Concentra Medical Centers Addison, Texas	N/A	20.25	20.5	6.66	47.41

Proposals closed: May 11, 2023, at 2:00 p.m.
 Vendors notified through IonWave: 276
 MWBE Vendors Notified through IonWave: 75
 Vendors responding to bid request: 4
 MWBE Vendors responding to bid request: 0
 MWBE: No
 Procurement Method: Request for Qualifications

Name of Prime Vendor	Front Line Mobile Health, PLLC
Total Contract Value	\$450,000
Prime Vendor's M/WBE Status	None
Dollar Amount of Prime Vendor's Self-Performance	\$450,000
Percentage Amount of Prime Vendor's Self-Performance	100%
Total MWBE Participation	\$0 (0%)

The Office of Business Diversity (OBD) recommended the citywide aspirational goal of 30% MWBE participation on this contract. Front Line Mobile Health, PLLC, has opted to self-perform the project scope internally. OBD will assist the vendor with their efforts if any subcontracting opportunities become available.

FINANCIAL IMPACT

Front Line Mobile Health, PLLC presented the overall best proposal for the City's health assessment services in the amount of \$450,000. The projected financial impact to the City is as follows:

<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>
\$375,000	\$75,000	\$0

Funds are budgeted in Fire Operations Management Account No. CC220201-SC0533 and subject to FY2025 budget approval.

ADDITIONAL INFORMATION

Attached: None
 Under separate cover: None
 Available in the Purchasing Division: Yes
 Form 1295: Requested
 MWBE: No

STAFF CONTACT(S)

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