



AGENDA MEMORANDUM

Future Item for the City Council Meeting of August 14, 2018
Action Item for the City Council Meeting August 21, 2018

DATE: August 14, 2018

TO: Keith Selman, Interim City Manager

FROM: Steve Viera, Director of Human Resources
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Five-Year Service Agreement Drug and Alcohol Testing and Occupational Medical Services for a total not to exceed \$1,333,531

CAPTION:

Motion authorizing a five-year service agreement with Alliance Health Resources Mobile Division, Ltd., of Deer Park, Texas, for drug and alcohol testing and occupational medical services for a total amount not to exceed of \$1,333,531.

PURPOSE:

To approve a five-year service agreement with Alliance Health Resources Mobile Division, Ltd. to provide drug testing, collection and laboratory services and medical review officer services as needed.

BACKGROUND AND FINDINGS:

The agreement will allow drug testing, collection and laboratory services and medical review officer services as required by the City of Corpus Christi's Alcohol and Drug Testing Polices and Occupational Medical Services to meet the requirements of the Americans with Disabilities Act, workers' compensation laws, police and fire contracts and related state laws, Civil Service Board and Commission rules, and other related City policies.

The Purchasing Division conducted a Request for Proposal process to obtain proposals for the new contract. The City received three responsive, responsible proposals for RFP No. 1585 Drug and Alcohol Testing and Occupational Medical Services and is recommending the award to Alliance Health Resources Mobile Division, Ltd., based on Best Value to the City.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Human Resources

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$271,587.10	\$1,318,031.00	\$1,589,618.10
Encumbered / Expended Amount	\$232,936.34	0.00	\$232,936.34
This item	\$15,500.00	\$1,318,031.00	\$1,333,531.00
BALANCE	\$23,150.76	0.00	\$23,150.76

Fund(s): Other Employee - 5614

Comments: The five-year do not exceed contract value is \$1,333,531.00 of which \$15,500 is funded in FY2017-2018 budget. Future funds will be budged during the standard budget process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Evaluation Matrix