



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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13

DATE: 07/20/2021

SUBJECT: **RFP NO. 2021-070 - PRE-EMPLOYMENT PHYSICALS - HUMAN RESOURCES - VARIOUS VENDORS - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2021-070, Pre-Employment Physicals, for Human Resources, to the following vendors at the per contract terms and approve contract:

Primary	Occupational Health Centers of the Southwest, P.A. d/b/a Concentra Medical Centers
Secondary	KGI Holdings, LLC

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Two hundred twenty-three (223) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on February 26, 2021 was attended by two (2) vendors as well as representatives from Human Resources and Purchasing. Four (4) proposals were received.

Proposals were evaluated by Human Resources and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The proposals received from the vendors listed above meet all specifications and are acceptable to Human Resources.

The term of the contract is twelve (12) months, effective July 20, 2021, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Human Resources and Purchasing that RFP No. 2021-070, Pre-Employment Physicals, be awarded to the vendors listed above at the per contract terms.

SUBMITTED BY: Purchasing

PREPARED BY: Chris Lax, CPSM

APPROVED BY:



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The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT:

Annual expenditures are estimated to be approximately \$50,000.00. Services are provided on an as-needed basis.