

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	02/23/15	Open	Action	01/13/15

Subject: Authorizing Release of a Request for Proposals for Pre-Employment, DMV Certification, and Disability Retirement Medical Examinations

ISSUE

Whether to Authorize Release of a Request for Proposals (RFP) for Pre-Employment, DMV Certification, and Disability Retirement Medical Examinations.

RECOMMENDED ACTION

Adopt Resolution No. 15-02 ____, Authorizing Release of a Request for Proposals for Pre-Employment, DMV Certification, and Disability Retirement Medical Examinations.

FISCAL IMPACT

There is no fiscal impact as the result of this action.

DISCUSSION

Sacramento Regional Transit District (RT) requires pre-employment medical examinations for applicants in designated job classifications. Pre-employment medical examinations are conducted to determine an applicant's ability to perform the physical demands of the job classification. In addition, employees required to have a commercial driver's license as a condition of employment must have a medical exam at least every two years to maintain the license in accordance with DMV requirements.

Before an employee can retire with a disability retirement, a medical examination must be performed to confirm the disability. RT contracts with its pre-employment examination provider to conduct these disability examinations and determine if the employee is eligible to receive disability retirement benefits.

RT's current contract with Sutter Health at Work to administer its medical examinations and disability retirement examinations expires on June 30, 2015. It is necessary to commence the RFP process for these medical services in advance of the expiration date to provide time for qualified proposers to respond and allow for medical services to continue without disruption.

Staff has established minimum qualifications for this RFP and will award a five-year contract to the most qualified proposer. These established minimum qualifications include: current licensure to practice medicine in California; four years' experience in occupational medicine examinations, including DMV exams; and the ability to provide all required services to RT within the Sacramento County area.

Staff recommends approval for the release of a Request for Proposal for pre-employment, DMV Certification, and disability retirement medical examinations.

Approved:

Presented:

Final 2/18/15

General Manager/CEO

Director, Human Resources

RESOLUTION NO. 15-02-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

February 23, 2015

AUTHORIZING RELEASE OF A REQUEST FOR PROPOSALS FOR PRE-EMPLOYMENT, DMV CERTIFICATION, AND DISABILITY RETIREMENT MEDICAL EXAMINATIONS

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby approves the release of a Request for Proposals for Pre-Employment, DMV Certification, and Disability Retirement Medical Examinations.

THAT, the Request for Proposals be advertised pursuant to the provisions of the RT Procurement Ordinance.

JAY SCHENIRER, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary