

## PROCUREMENT SUMMARY

## METRO MEDICAL CLINIC SERVICES / PS70268000 - PS70268005

1.	<b>Contract Number: PS70268000 through PS70268005</b>	
2.	<b>Recommended Vendor:</b> (Various - See Below)	
3.	<b>Type of Procurement (check one):</b> <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> July 31, 2020	
	<b>B. Advertised/Publicized:</b> July 31, 2020	
	<b>C. Pre-Proposal Conference:</b> None	
	<b>D. Proposals Due:</b> September 8, 2020	
	<b>E. Pre-Qualification Completed:</b> Pending	
	<b>F. Conflict of Interest Form Submitted to Ethics:</b> December 2, 2020	
	<b>G. Protest Period End Date:</b> February 22, 2021	
5.	<b>Solicitations Picked up/Downloaded:</b> 27	<b>Bids/Proposals Received:</b> 7
6.	<b>Contract Administrator:</b> Marc Margoni	<b>Telephone Number:</b> (213) 922-1304
7.	<b>Project Manager:</b> Leticia Felix	<b>Telephone Number:</b> (213) 418-3122

**A. Procurement Background**

This Board Action is to establish multiple award medical clinic service contracts for a nine-year term inclusive of two, two-year options. The contracts will be effective March 1, 2021 with a cumulative total amount not-to-exceed \$11,653,761. The purpose of these contracts is to provide various medical fitness examinations and drug and alcohol collections for employees and job candidates. These services will be performed on an “as-needed” basis. Board approval of contract awards are subject to resolution of any properly submitted protests.

Request for Proposal (RFP) No. PS70268 was issued in accordance with Metro’s Acquisition Policy and the contract type is a firm fixed unit rate. Twenty-seven questions were received, and Metro provided responses prior to the proposal due date.

One amendment was issued during the solicitation phase of the RFP:

- Amendment No. 1 was issued on August 27, 2020 to extend the Proposal Due Date from August 31, 2020 to September 8, 2020.

A total of 27 firms downloaded the RFP and were included on the planholders list. A total of seven proposals from four medical groups were received by the due date of September 8, 2020 and are listed below in alphabetical order:

1. CareOnSite, Inc.
2. Concentra Medical Centers - Los Angeles

3. Concentra Medical Centers - Commerce
4. Concentra Medical Centers - Van Nuys
5. ProHealth Glendale Occupational Medical Group, Inc.
6. ProHealth Valley Occupational Medical Group, Inc.
7. Temple Medical Center (TMC)

**B. Evaluation of Proposals**

A Proposal Evaluation Team (PET) consisting of staff from Transportation Operations and Talent Acquisition departments was convened and conducted a comprehensive technical evaluation of the proposals received.

On September 25, 2020, the PET met to review the evaluation criteria package, process confidentiality and conflict of interest forms and take receipt of the seven proposals to initiate the evaluation phase.

Proposals were evaluated based on the following evaluation criteria stated in the RFP:

Phase 1 Evaluation – Minimum Qualification Review: This is a pass/fail criteria. The criteria focused on the experience of the proposer in the field of occupational/industrial medicine providing medical fitness examinations and drug and alcohol collections, number of key personnel assigned to the contract and their qualifications, and the capacity and capabilities of the proposed facility/ies.

The PET reconvened and determined that of the seven proposals received, one failed to meet all minimum qualification requirements, and was excluded from further consideration. The remaining six proposals were further evaluated in accordance with the following evaluation criteria and weights:

- |  |            |
|--|------------|
| • Qualifications of the Proposer/Team                          | 20 percent |
| • Qualifications of Key Personnel                              | 20 percent |
| • Understanding the Scope of Services and Proposed Methodology | 15 Percent |
| • Operations of Medical Facility                               | 30 Percent |
| • Price  | 15 Percent |

The evaluation criteria are appropriate and consistent with criteria developed for similar medical clinic services' procurements. Several factors were considered in developing these weights, giving the greatest importance to the operations of the medical facility.

Evaluations were conducted from November 10 through November 24, 2020. After evaluation of proposals, including site visits of proposed facilities, it was determined that all six firms are qualified to provide medical clinic services and were suitable to provide medical fitness examinations and drug and alcohol collections for Metro employees and job candidates. The six firms are listed below in alphabetical order:

1. CareOnSite, Inc.
2. Concentra Medical Center – Commerce
3. Concentra Medical Center - Los Angeles
4. Concentra Medical Center - Van Nuys
5. ProHealth-Glendale Occupational Medical Group
6. ProHealth-Valley Occupational Medical Group

## **Qualifications Summary of Firms**

### **CareOnSite, Inc.:**

CareOnSite, Inc. (CareOnSite), formerly Long Beach Medical Clinic, was established in 1979 in Long Beach, California. It has been providing occupational medical services in the Long Beach and surrounding communities for over 41 years and offers a broad range of healthcare services to employers. CareOnSite is certified as a minority and woman-owned business enterprise through the Southwest Minority Supplier Development Council, Southern California Minority Business Development Councils, and National Women's Business Enterprise Certification. It currently provides medical clinic services to Metro and performance has been satisfactory.

### **Occupational Health Centers of California, A Medical Corporation dba Concentra Medical Centers**

Occupational Health Centers of California, A Medical Corporation dba Concentra Medical Centers (Concentra) is a health care provider established in Addison, Texas specializing in health clinics/centers. Concentra has been in business since 1979. It is one of the largest urgent care and occupational health care providers in the United States. Concentra has 239,000 clients, more than 520 medical centers, and 30+ community-based outpatient clinics nationwide representing 60 percent of the nation's workforce. It currently provides medical clinic services to Metro and performance has been satisfactory.

### **ProHealth Glendale Occupational Medical Group, Inc.**

ProHealth Glendale Occupational Medical (ProHealth Glendale) is an urgent care clinic/center located in Glendale, California. It has been providing occupational medicine and pre-employment services for about 20 years. ProHealth Glendale currently provides medical clinic services to Metro and performance has been satisfactory.

### **ProHealth Valley Occupational Medical Group, Inc.**

ProHealth Valley Occupational Medical (ProHealth Valley) is an occupational medical clinic/center located in Mission Hills, California. It is a sister clinic to ProHealth Glendale. ProHealth Valley has been providing a variety of occupational

medical services to Southern California municipalities, police, fire, schools, and large employers for at least 20 years. It has well trained and experienced groups of physicians, physician assistance, medical assistants, and X-ray technicians.

The following is a summary of the PET scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>ProHealth Glendale</b>				<b>1</b>
3	Qualifications of the Proposer/Team	93.35	20.00%	18.67	
4	Qualifications of Key Personnel	92.50	20.00%	18.50	
5	Understanding the Scope of Services and Proposed Methodology	88.67	15.00%	13.30	
6	Operations of Medical Facility	95.23	30.00%	28.57	
7	Price	100.00	15.00%	15.00	
8	<b>Total</b>		<b>100.00%</b>	<b>94.04</b>	

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>CareOnSite</b>				<b>2</b>
3	Qualifications of the Proposer/Team	95.35	20.00%	19.07	
4	Qualifications of Key Personnel	92.50	20.00%	18.50	
5	Understanding the Scope of Services and Proposed Methodology	96.00	15.00%	14.40	
6	Operations of Medical Facility	93.80	30.00%	28.14	
7	Price	84.47	15.00%	12.67	
8	<b>Total</b>		<b>100.00%</b>	<b>92.78</b>	

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>ProHealth Valley</b>				<b>3</b>
3	Qualifications of the Proposer/Team	88.65	20.00%	17.73	
4	Qualifications of Key Personnel	90.00	20.00%	18.00	
5	Understanding of the Scope of Services and Proposed Methodology	88.67	15.00%	13.30	
6	Operations of Medical Facility	93.30	30.00%	27.99	
7	Price	100.00	15.00%	15.00	
8	<b>Total</b>		<b>100.00%</b>	<b>92.02</b>	

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>Concentra - Commerce</b>				<b>4</b>
3	Qualifications of the Proposer/Team	90.00	20.00%	18.00	
4	Qualifications of Key Personnel	86.65	20.00%	17.33	
5	Understanding the Scope of Services and Proposed Methodology	86.67	15.00%	13.00	
6	Operations of Medical Facility	95.23	30.00%	28.57	
7	Price	90.07	15.00%	13.51	
8	<b>Total</b>		<b>100.00%</b>	<b>90.41</b>	

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>Concentra – Van Nuys</b>				<b>5</b>
3	Qualifications of the Proposer/Team	90.65	20.00%	18.13	
4	Qualifications of Key Personnel	87.50	20.00%	17.50	
5	Understanding the Scope of Services and Proposed Methodology	84.67	15.00%	12.70	
6	Operations of Medical Facility	93.80	30.00%	28.14	
7	Price	90.07	15.00%	13.51	
8	<b>Total</b>		<b>100.00%</b>	<b>89.98</b>	

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>Concentra – Los Angeles</b>				<b>6</b>
3	Qualifications of the Proposer/Team	85.35	20.00%	17.07	
4	Qualifications of Key Personnel	86.65	20.00%	17.33	
5	Understanding the Scope of Services and Proposed Methodology	86.00	15.00%	12.90	
6	Operations of Medical Facility	94.27	30.00%	28.28	
7	Price	90.07	15.00%	13.51	
8	<b>Total</b>		<b>100.00%</b>	<b>89.09</b>	

### **C. Cost/Price Analysis**

Each proposer submitted fully burdened service rates and the rates have been determined to be fair and reasonable based upon adequate price competition, technical evaluation, price analysis and independent cost estimate.

**D. Background on Recommended Contractor**

All six clinics listed above are recommended for award. These clinics have been evaluated and are determined to be responsive and responsible to perform the services as outlined in the Statement of Work on as needed basis.