

Date Received

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

Requesting Department Information

Department: 09-Risk Management	Org Code: 0910000
Contact Name: Jordan Meyer	Subobject: []
Telephone: 530-621-5623	User Code: []
	Fax: []

Required Supplier / Vendor Information

Vendor / Supplier Name: Occu-Med Ltd.	Vendor / Supplier Address: 2121 West Bullard Ave. Fresno, CA 93711
Contact Name: Chris St. George	[]
Estimated Purchase Price/Contract Amount: \$276,000.00	Vendor / Supplier Email Address: cstgeorge@occu-med.com
Telephone: 559-435-2800 x207	Fax: []

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

Occu-Med will provide professional occupational health consulting and related services that include but are not limited to pre-employment health screenings and physical examinations. The Contractor will also provide advice and guidance to the County related to the results of these screenings and evaluations. The County does not have a variety of medical staff to perform the varying medical exams necessary.

Department Head: Joseph Carruesco
Joseph Carruesco (Nov 28, 2022 10:54 PST)
Signature

Purchasing Agent: Michele Weimer
Michele Weimer (Nov 29, 2022 09:06 PST)
Signature

Board of Supervisors:	P&C Assignment:
Date: 12/6/2022	Assigned To: []
Item: 22-1535	Date: []

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

The County conducted a formal Request for Proposal (RFP) for professional occupational health consulting, pre-employment health screenings and physical examinations and there was a lack of response from qualified providers.

2. Provide the background of events leading to this acquisition.

In the formal RFP, the County's current provider for this service, Occu-Med Ltd. responded to the request along with one other provider who's proposal did not meet our requirements.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

Occu-Med LTD has been providing the County with professional occupational health consulting, pre-employment health screenings and physical examinations. Due to the lack of response in the formal RFP, we wish to continue with their services.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

The County will be unable to hire candidates for approximately 134 classification series that require medical examinations in order to ensure the candidates can safely perform the essential functions of the positions.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

The County conducted a formal RFP process to identify providers who can provide , but there was a lack of response from qualified providers. The County's current provider for this service, Occu-Med Ltd. responded to the request along with one other provider who's proposal did not meet our requirements.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

Compared to our existing Agreement 5309 with Occu-Med, there has been a 10-15% increase in the fees reflected in the fee schedule for Agreement 6922.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

N/A






Fillable-Non-Competitive-Bid-Justification-Form-Occu-Med C# 6922.

Final Audit Report

2022-11-28

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"Fillable-Non-Competitive-Bid-Justification-Form- Occu-Med C# 6922." History

-  Document created by Kelley Lawrie (Kelley.Lawrie@edcgov.us)
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