

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
FEBRUARY 10, 2009 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Fire Department Fit for Duty Medical Exams	✓ Resolution Ordinance Motion Discussion Only	Phil Ruscetti, Fire Chief

SYNOPSIS

A resolution has been prepared to authorize the award of a contract for the annual Fire Department Fit for Duty Medical Exams to Advocate Good Samaritan Hospital, Downers Grove, Illinois in the amount of \$36,319.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2008-2013 identified *Exceptional Municipal Organization* and the supporting objectives of *Top-Quality Core Services Responsive to Current and Future Community and Resident Needs*.

FISCAL IMPACT

The FY09 budget provides \$40,000 in the General Fund for annual Fire Department Fit for Duty Medical Exams. Approval of the proposed contract would result in a \$36,319 charge to the General Fund.

RECOMMENDATION

Approval on the February 17, 2009 consent agenda.

BACKGROUND

Since 1996, the Village has conducted the Annual Fit for Duty Medical Exams for firefighters through a contracted service. These exams were conducted in accordance with the National Fire Protection Association and serve two purposes:

- To determine if a firefighter is medically cleared to perform the duties of a firefighter without medical restriction.
- To determine if a firefighter is medically cleared to wear a respirator.

In accordance with the Village's purchasing policy, an RFP was published and 5 responses were received. The five responding vendors are listed below:

- Advocate Good Samaritan Hospital
- PHS – Mobile Health Solutions
- Concentra
- Health Services Endeavors, S.C.
- Edward Health Services

The proposals were reviewed by a committee comprised of firefighters, officers, the fire administration, and the firefighter's union executive board. The committee recommended Advocate Good Samaritan Hospital of Downers Grove, Illinois as the preferred vendor to administer the annual medical exams. The contract with Advocate Good Samaritan Hospital offers the same level of service the Department has received in the past with the exception of providing a physical fitness exam, which is now conducted by internal staff. Per an agreement with IAFF Local 3234 (the Downers Grove Firefighter's Union), the firefighters are required to complete the medical exam within a 3 month time frame.

ATTACHMENTS

Resolution

Bid Contract form

Campaign Disclosure Form

Contractor Evaluation Form

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND ADVOCATE GOOD SAMARITAN HOSPITAL**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois,
as follows:

1. That the form and substance of a certain Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and Advocate Good Samaritan Hospital (the “Provider”), for annual Fire Department Fit for Duty Medical Exams, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

IV. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

PROPOSER:

Advocate Health & Hospitals Corp. d/b/a
Advocate Occ. Health

Date: August 4, 2008

Company Name

Kay.Clemans@advocatehealth.com

Email Address

3551 Highland Ave., Ste. 200

Street Address of Company

Kay Clemans

Contact Name (Print)

Downers Grove, IL 60515

City, State, Zip

(630) 275-2900

24-Hour Telephone

(630) 275-2900

Business Phone

Signature of Officer, Partner or
Sole Proprietor

(630) 969-1060

Fax

Print Name & Title

ATTEST: If a Corporation

Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Signature of Village Clerk

Title

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

CAMPAIGN DISCLOSURE CERTIFICATE

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

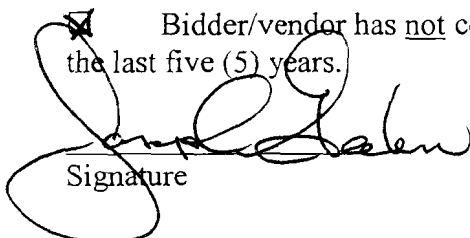
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.


Signature

Joseph Geelen
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

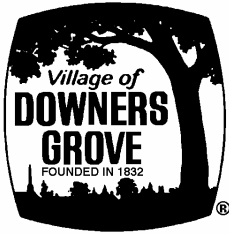
Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name



Village of Downers Grove Contractor Evaluation

Contractor: Good Samaritan Hospital Wellness Center

Project: Pre-employment Physicals, Drug Screening and Employees injured at work

Primary Contacts: Doctor Morgan

Time Period: 5 years

On Schedule: yes no

Provide details if early or late completion:

Always in a timely manner

Change Orders (attach information if needed):

They are resilient to what ever service the Village has requested

Difficulties / Positives:

They are always able to accommodate Village request even with short time frames

Interaction with public:

excellent good average poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

Well Satisfied Satisfied Not Satisfied

Should the Village contract with this vendor in the future? Yes No

Reviewers: Dennis E. Burke

Date: 2/6/2009