



**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
STAFF REPORT**

**Board Meeting Date: September 3, 2024**

**DATE:** August 15, 2024

**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners

**FROM:** Carla Arribillaga, Human Resources Manager  
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**THROUGH:** Charles A. Moore, Fire Chief  
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**SUBJECT:** Recommendation to retroactively approve a Joinder Provision of a three-year contract effective July 1, 2024, through June 30, 2027, with two additional one-year extensions, to the original Request for Proposal No. 3226-24 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of \$180,000 for a three year total of \$540,000; and if approved authorize the Fire Chief to execute all documents to include the two one-year renewal options. (All Commission Districts). **FOR POSSIBLE ACTION**

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**SUMMARY**

Recommendation to retroactively approve a Joinder Provision of a three-year contract effective July 1, 2024, through June 30, 2027, with two additional one-year extensions, to the original Request for Proposal No. 3226-24 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of \$180,000 for a three year total of \$540,000; and if approved authorize the Fire Chief to execute all documents to include the two one-year renewal options.

**PREVIOUS ACTION**

June 7, 2022, the Board of Fire Commissioners retroactively approved the continued purchases for needed supplies, materials, equipment, and contractual services from various suppliers that have or will exceed in the aggregate \$100,000 during this fiscal year but will remain within available adopted budget funding. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Purchasing Act. Vendors receiving these additional funds include the following: Allstar Fire Equipment, Interstate Oil Company, Stryker Sales Corporation, Spectrum, Arc Health and Wellness, Harris Corporation, LN Curtis, Regional Emergency Medical Services (REMSA), and Zoll Medical Corporation. The amount to be paid shall not exceed \$300,000.

September 6, 2022, the Board of Fire Commissioners retroactively approved Joinder Provision of the one-year extension to the original Request for Proposal (RFP) No. 3086-19 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of \$157,000, and authorize the Fire Chief to execute a one-year extension, July 1, 2022, through June 30, 2023, and approve a corresponding resolution authorizing the transfer of \$46,800 from the General Fund Contingency Account to the General Fund Medical Services and Supplies Account.”

September 12, 2023, the Board of Fire Commissioners retroactively approved a Joinder Provision of a second, one-year extension, July 1, 2023, through June 30, 2024, to the original Request for Proposal No. 3086-19 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of \$175,000.

### **BACKGROUND**

The District has used ARC Health and Wellness Centers for onboarding and annual physicals since Truckee Meadows Fire Protection District’s (TMFPD) standup in 2012. Over recent years TMFPD’S number of employees has grown exponentially causing the total annual cost to exceed \$100,000 annually. ARC is imposing an increase this year for the cost of the current physicals by \$100.00 per member. Washoe County has awarded ARC Health and Wellness Centers a three-year agreement, July 1, 2024, through June 30, 2027, with two one-year renewal options (at the discretion of the County). The District is asking the Board for approval of the ARC Health and Wellness Centers Joinder Provision of the agreement to RFP No. 3226-24 for Medical Services-Washoe County Personnel.

The rates for the cost of physicals have not changed from the one-year extension and are within the guidelines of the joinder agreement outlined below.

<b>NRS / NAC 617</b>	<b>Old Rate</b>	<b>New Rate</b>	<b>Increase Amount</b>	<b>% Increase</b>
<b>Under 40</b>	\$480.00	\$580.00	<b>\$100.00</b>	<b>21%</b>
<b>Over 40</b>	\$565.00	\$665.00	<b>\$100.00</b>	<b>18%</b>
<b>Prehire Under 40</b>	\$514.00	\$614.00	<b>\$100.00</b>	<b>19%</b>
<b>Prehire Over 40</b>	\$599.00	\$699.00	<b>\$100.00</b>	<b>17%</b>
<b>Mobile Fee</b>	\$135.00	\$135.00	<b>\$0</b>	<b>0%</b>

### **FISCAL IMPACT**

The Fiscal Year 2024-2025 estimated cost of \$180,000 was included in the Fiscal Year 2024-2025 budget allocated between the General Fund and the EMS Fund.

### **RECOMMENDATION**

Staff recommends the Board of Fire Commissioners retroactively approve a Joinder Provision of a three-year contract effective July 1, 2024, through June 30, 2027, with two additional one-year extensions, to the original Request for Proposal No. 3226-24 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of

\$180,000 for a three-year total of \$540,000; and authorize the Fire Chief to execute all documents to include the two one-year renewal options.

**POSSIBLE MOTION**

Should the Board agree with the staff's recommendation, a possible motion could be:

*"I move to retroactively approve a Joinder Provision of a three-year contract effective July 1, 2024, through June 30, 2027, with two additional one-year extensions, to the original Request for Proposal No. 3226-24 for Medical Services-Washoe County Personnel, ARC Health and Wellness Centers, in the estimated annual amount of \$180,000 for a three-year total of \$540,000; and authorize the Fire Chief to execute all documents to include the two one-year renewal options."*