



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: July 16, 2024

**DATE:** Thursday, July 11, 2024

**TO:** Board of County Commissioners

**FROM:** Darrin Rice, Captain, Washoe County Sheriff's Office, (775) 328-8751 – [drice@washoecounty.gov](mailto:drice@washoecounty.gov)

**THROUGH:** Sheriff Darin Balaam

**SUBJECT:** Recommendation to award Request for Proposal (RFP) No. 3226-24 for medical services – Sheriff's Office Personnel to the only bidder ARC Health and Wellness Centers, Reno, NV. in the estimated annual amount of \$396,434, (\$1,189,302 for the duration of the contract) and if approved, retroactively authorize, on behalf of the Washoe County Sheriff's Office; and authorize the Purchasing and Contracts Manager to execute a three-year agreement, July 1, 2024, through June 30, 2027, with the option to renew for two (2) additional one (1) year periods at the sole discretion of the County. (All Commission Districts).

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### SUMMARY

The Washoe County Sheriff's Office is requesting the Board to award Request for Proposal (RFP) No. 3226-24 for Medical Services-Washoe County Personnel, to ARC Health and Wellness Centers.

Washoe County originally awarded ARC Health and Wellness Centers a three-year agreement, July 1, 2019- through June 30, 2022, with two one-year renewal options, at the discretion of the County (RFP No. 3086-19). A one-year extension was approved by the Board June 10, 2022 with increases/adjustments to pricing.

**Washoe County Strategic Objective supported by this item:** Fiscal Sustainability

### PREVIOUS ACTION

On July 14, 2009, the Board of County Commissioners approved agenda item 21, Award Request for Proposal No. 2688-09 for Medical Services – Sheriff's Office Personnel to Dr. Michael Haley in the estimated annual amount of \$163,405.00, Commission Order No. 09-775.

On January 11, 2011, the Board of County Commissioners approved agenda item 14.H., authorize the termination of agreement with Dr. Michael Haley pursuant to Request for Proposal No. 2688-09 for Medical Services – Sheriff's Office Personnel and authorized the Purchasing and Contracts Manager to award the remaining balance of the agreement to

AGENDA ITEM # \_\_\_\_\_

Concentra Health Services Inc, and further allow Purchasing and Contracts Manager to exercise County's option to extend the agreement for one additional year commencing July 18, 2011, Commission Order No. 11-25.

On January 10, 2012, the Board approved agenda item 10.L.3., Authorize the Washoe County Sheriff's Office and Purchasing Department to develop and administer a Request for Proposal for Pre-placement Annual and Related Medical Services for Sheriff's Office Personnel, Commission Order No. 12-25.

On June 12, 2012, the Board of County Commissioners approved agenda item 8.E., Award Request for Proposal No. 2813-12 for Medical Services – Sheriff's Office Personnel to Concentra Medical Centers, in the estimated annual amount of \$89,337.00, Commission Order No. 12-508.

On July 14, 2015, the Board of County Commissioner approved agenda item 14 Award Request for Proposal No. 2929-15 for Medical Services – Sheriff's Office Personnel to ARC Health and Wellness Centers, in the estimated annual amount of \$135,194.32, Commission Order No. 15-0595.

On June 11, 2019, the Board of County Commissioners approved agenda item 16, Award Request for Proposal No 3086-19 for Medical Services (BCC agenda item #16) – Washoe County Personnel to ARC Health and Wellness Centers, in the estimated annual amount of \$216,030.00, Commission Order No. 19-0454

On May 10, 2022, the Board of County Commissioners approved agenda item 15 to approve a one-year extension (July 1, 2022, through June 30, 2023) to the original Request for Proposal No. 3086-19 for Medical Services-Washoe County Personnel to ARC Health and Wellness Centers, in the estimated annual amount of \$294,321.

## **BACKGROUND**

The recruitment and retention of the best-qualified and physically fit workforce is one of the top priorities of the Washoe County Sheriff's Office. The use of preplacement and annual medical exams for physically demanding occupations are good business practice, and are also required by law:

NAC 289.110 requires that no person be appointed to perform the duties of a peace officer unless he/she has undergone a medical examination performed by a licensed physician who confirms in writing that no physical condition exists which would adversely affect his performance of the duties of a peace officer. The employing agency shall inform the examining physician of the specific functions required by the position to be filled.

NRS Chapter 617 mandates that full-time police officers submit to a physical examination on an annual basis to qualify for coverage for lung and heart diseases, which are considered under the law to be occupational diseases of police officers. The lung and heart physical examinations are conducted during the employee's birth month each year. Furthermore, NRS 616A.035 and 616C.052 requires the Sheriff's Office to provide pre-employment and post-employment baseline testing for contagious diseases, including without limitation, hepatitis A, hepatitis B, hepatitis C and human immunodeficiency virus (HIV). The

Sheriff's Office has been providing an on-going hepatitis screening and vaccination program since the 1990s.

The County requires prospective Sheriff's Office employees, as required by specific positions, to submit to a preplacement medical screening examination following an offer of employment. The purpose of the preplacement medical examination is for the examining physician to review the prospective employee's past work and medical history as well as his or her present physical condition to ensure that the prospective employee will be able to perform the physically demanding activities required by the specific job. The preplacement and annual medical examinations are job validated medical screening requirements.

The medical screening was developed based upon the physical requirements associated with the essential job functions in accordance with the Uniform Guidelines on Employee Selection and meeting the requirements of the NRS and NAC listed above.

The preplacement medical examination is conducted to ensure that the prospective employee is free of any medical condition, which could become aggravated if the individual was placed in a position, which exposed him or her to environmental or physical hazards. It also provides the opportunity to collect baseline health information from the prospective employee to document any preexisting condition that could later interfere with job performance or other activities of daily living.

In addition to the statutory requirements, Washoe County also requires incumbent Sheriff's Office sworn personnel to submit to periodic medical examinations. The purpose of the periodic medical examination is to review the employee's current medical status and present physical condition to ensure that the employee can continue to perform the physically demanding activities required by the job.

ARC Health and Wellness Centers has served Washoe County's medical needs professionally since July of 2015. With increasing costs, ARC has requested a price increase effective July 1, 2024 – June 30, 2027, for the following items:

Current Contract	Current Pricing	New Pricing
Pre-Employment Exam with Stress Treadmill	\$964.00	\$1,084.00
Pre-Employment Exam without Stress Treadmill	\$894.00	\$999.00
Panel One w/X-Ray	\$515.00	\$645.00
Panel One w/o X-Ray	\$447.00	\$577.00
Panel Two w/ X-Ray and w/o EKG	\$460.00	\$605.00
Panel Two w/ X-Ray and w/EKG	\$500.00	\$645.00
Panel Two w/o X-Ray and w/o EKG	\$407.00	\$537.00
Panel Two w/o X-Ray and w/EKG	\$447.00	\$577.00
Panel Three	\$600.00	\$730.00
Retirement Testing	\$510.00	\$495.00
Clandestine Physical	\$385.00	\$515.00
Miscellaneous Services A-La-Carte	Current Pricing	New Pricing
Current Physical Types (average cost)		
Panel I: 74 WCSO Employees	\$35,594.00	\$45,214.00

Panel II: 170 WCSO Employees		\$77,095.00	\$100,470.00
Panel III: 231 WCSO Employees		\$138,600.00	\$168,630.00
Retirement, Crime Lab Exam		\$8,830.00	\$10,830.00
PSA Tests, Vaccines		\$10,925.00	\$10,925.00
Sheriff	Total:	\$271,044.00	\$336,069.00
Pre-Emp w/Treadmill: 5 WCSO Employees		\$4,245.00	\$5,420.00
Pre-Emp w/o Treadmill: 55 WCSO Employees		\$42,845.00	\$54,945.00
Human Resources	Total:	\$47,090.00	\$60,365.00
	Grand Total:	\$318,134.00	\$396,434.00

**FISCAL IMPACT**

It is estimated the fiscal impact of the price increase will be approximately \$78,300 raising the total cost annually from approximately \$318,134 to \$396,434.

Funds for these expenditures were included as part of the FY25 Final Budget adopted on 5/21/24 within Fund Center 150-11 Office of the Sheriff and Fund Center 109-1 Human Resources Administration Services and Supplies budgets. Any additional funding needs will be requested during future fiscal year’s budget processes as applicable to the agreement and renewals.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners award Request for Proposal (RFP) No. 3226-24 for medical services - Sheriff’s Office Personnel to ARC Health and Wellness Centers, Reno, NV. in the estimated annual amount of \$396,434, (\$1,189,302 for the duration of the contract) and if approved, retroactively authorize, on behalf of the Washoe County Sheriff’s Office; and authorize the Purchasing and Contracts Manager to execute a three-year agreement, July 1, 2024, through June 30, 2027, with the option to renew for two (2) additional one (1) year periods at the sole discretion of the County. (All Commission Districts).

**POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be: “award Request for Proposal (RFP) No. 3226-24 for medical services - Sheriff’s Office Personnel to ARC Health and Wellness Centers, Reno, NV. in the estimated annual amount of \$396,434, (\$1,189,302 for the duration of the contract) and if approved, retroactively authorize, on behalf of the Washoe County Sheriff’s Office; and authorize the Purchasing and Contracts Manager to execute a three-year agreement, July 1, 2024, through June 30, 2027, with the option to renew for two (2) additional one (1) year periods at the sole discretion of the County. (All Commission Districts).