

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Medical Evaluation Services for Columbus Fire and EMS Department (Annual Contract) – RFP No. 25-0014
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., (Travelers Rest, SC) for Medical Evaluation Services for Columbus Fire and EMS Department on an “as needed” basis. The Fire and EMS Department budgets approximately \$100,000.00 annually for these services.

It is the intent of the Columbus Consolidated Government (the city) to enter into an annual contract with a qualified vendor to provide medical evaluation services for each member of the Fire/EMS Department which shall comply with all requirements prescribed in the most current National Fire Protection Association (NFPA)1201, Developing Fire Protection Services for the Public sections 7-2.4.2 and 7-2.4.4, NFPA 1582, Standard on Medical Requirements for Firefighters and all other applicable standards, guidelines, laws, regulations and acts. It is expected that approximately **421 personnel** will be examined as needed, contingent upon budget appropriations. No minimum number of personnel can be guaranteed.

The contract term shall be for two (2) years with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Annual Contract History:

The previous contract was awarded to North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., (Travelers Rest, SC) on January 28, 2020, per Resolution No. 018-20.

Prior to the above, the contract was awarded to SiteMed North America, LLC (Garner, NC) on October 14, 2014, per Resolution No. 319-14.

Prior to the above, the contract was awarded to North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., (Travelers Rest, SC) on July 14, 2009, per Resolution No. 247-09.

RFP Advertisement and Receipt of Proposals:

RFP Specifications were posted on the web pages of the Purchasing Division and the Georgia Procurement Registry on March 19, 2025. This RFP has been advertised, opened and evaluated. Two (2) proposals were received on April 14, 2025.

The responding vendors were:

North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., (Travelers Rest, SC)
Piedmont Urgent Care (Columbus, GA)

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation	05/06/25	The Purchasing Manager advised evaluation committee members of the RFP rules and process. The proposals were distributed to the committee.
1 st Evaluation	05/20/25	The Evaluation Committee discussed each proposal and determined if clarifications were required.
Clarifications Requested	06/06/25	Requests for clarification forwarded to vendors.
Clarifications Received	06/13/25	Clarification Responses received and forwarded to committee members.
Committee Ready to Evaluate	07/08/25	After verifying clarification responses from the vendors, the committee voted to move forward to evaluate.
Evaluation Ballots Sent to Committee	07/08/25	Evaluation ballots forwarded to voting committee members.
Evaluation Ballots Received	07/22/25	Final ballots received from voting committee members.
Recommendation Received	7/31/25	The voting committee members unanimously voted to award to the highest scoring vendor.

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of three (3) voting members from the Fire and EMS Department, one (1) voting member from the Human Resources Department, and one (1) from the Sheriff Office.

One (1) representative from the Fire and EMS Department and one (1) from Homeland Security Department services as alternate voters.

Three (3) representatives from the Fire and EMS Department served as non-voting advisors.

Award Recommendation:

Based on the results of the evaluation ballots, the voting committee members unanimously recommended award to North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., for the following reasons:

- Credentials for vendor's team to include [multiple] exercise physiologists. All are ACLS certified.
- North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., is capable of completing physicals in days versus weeks.
- The vendor offers field testing and will develop a physical fitness program which was impressive.

Vendor Experience/Qualifications:

- North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., has been in the business of providing physical examinations and exercise programs for public safety departments since 1979.
- North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., tests approximately 12,000 public safety personnel per year for approximately 450 departments.
- The president of North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., is a multi-state licensed Registered Nurse with over 35 years' experience in testing and health enhancement programming, directly related to public Safety.
- North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., program is reviewed by OSHA Compliance annually. This includes not only the program, but also the Physician's Certificate to meet all of OSHA's regulations under 1910.156, 1910.120 and 1910.134.

Client Work History: (Clients within the last 5 years)

- Clarendon Co (SC)
219 Commerce St., Manning, SC
Basic Prostate Specific Antigen (PSA)/Ovarian Cancer Screening (CA-125), C-Reactive Protein (CRP), CDL/DOT.
- City of Greenville (SC)
206 South Main St, Greenville, SC
Hands on Physicals (HOP, CDL/DOT, Whispering Hearing Test.
- Oconee Co. (SC)
415 South Pine St., Walhalla, SC
Basic Prostate Specific Antigen (PSA), Hands on Physicals, Urinalysis, Audiology.

The City's Procurement Ordinance Article 3-110, Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services, governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this on-going expense: General Fund - Fire/EMS Department - Special Operations - Pre-Employment Physical; 0101-410-2600-SPCO-6324.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH NORTH GREENVILLE FITNESS AND CARDIAC REHABILITATION, INC., (TRAVELERS REST, SC) TO PROVIDE MEDICAL EVALUATION SERVICES FOR THE COLUMBUS FIRE AND EMS DEPARTMENT ON AN “AS NEEDED” BASIS.

WHEREAS, an RFP was administered (RFP No. 25-0014) and Two (2) proposals were received; and,

WHEREAS, the proposal submitted by North Greenville Fitness and Cardiac Rehabilitation, Inc., met all proposal requirements and was evaluated most responsive to the RFP; and,

WHEREAS, the initial term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. The contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the Mayor and/or his designee is hereby authorized to execute an annual contract with North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc., (Travelers Rest, SC) for medical evaluation services for the Columbus Fire and EMS Department on an “as needed” basis. Funds are budgeted each fiscal year for this ongoing expense: General Fund - Fire/EMS Department - Special Operations - Pre-Employment Physicals; 0101-410-2600-SPCO-6324.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2025 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen	voting _____
Councilor Anker	voting _____
Councilor Chambers	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Hickey	voting _____
Councilor Huff	voting _____
Councilor Tucker	voting _____

Lindsey G. McLemore, Clerk of Council

B.H. “Skip” Henderson III, Mayor