



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER 145640  
PAGE 1 OF 5  
DATE: 8/5/2025

**SUBJECT: RFP NO. F2024102 - ANNUAL CONTRACT FOR PRE-EMPLOYMENT PHYSICALS AND DRUG TESTING - HUMAN RESOURCES - OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, PA D/B/A CONCENTRA MEDICAL CENTERS - EXERCISE FIRST OPTION FOR RENEWAL - SAME CONTRACT TERMS**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve renewal of RFP No. F2024102, Annual Contract for Pre-Employment Physicals and Drug Testing, for the first optional twelve (12) month period at the same contract terms.

**BACKGROUND**

On July 16, 2024, the Commissioners Court, through Court Order #143507, awarded RFP No. F2024102, Annual Contract for Pre-Employment Physicals and Drug Testing, for Human Resources, to Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is to provide a baseline for determining whether a job applicant and prospective employee is physically able to take on the responsibilities of a job while the drug test assists in mitigating risks associated with drug misuse.

The vendor notified Purchasing in writing that they will extend the same contract terms through July 19, 2026. Human Resources notified Purchasing in writing that it is pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of Human Resources and Purchasing that the Commissioners Court approve renewal of RFP No. F2024102, Annual Contract for Pre-Employment Physicals and Drug Testing, for another twelve (12) month period.

**FISCAL IMPACT**

Expenses for the last twelve (12) months were \$98,186.00. Funding is available in account 61900-2025 Self Insurance – Workers’ Compensation/1911000000 Workers’ Compensation/575641 Employee Physicals.

SUBMITTED BY	Purchasing	PREPARED BY:	Teresa Ralls
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

May 28, 2025

Gary Beck
Occupational Health Centers of the Southwest, PA
d/b/a Concentra Medical Centers

Re: RFP F2024102 – Annual Contract for Pre-Employment Physicals and Drug Testing

Dear Mr. Beck:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of July 20, 2024 through July 19, 2025. The effective dates for the first renewal option will run from July 20, 2025 through July 19, 2026.

Tarrant County Purchasing Department hereby extends an invitation to Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on July 16, 2024. Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through July 19, 2026.

[X] Yes, Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers will accept the offer to extend the same contract terms through July 19, 2026. Please include a current 1295 Form with your response.

[ ] No, Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers will NOT accept the offer to extend the same contract terms through July 19, 2026.

Please email or fax your signed response.

Sincerely,

[Handwritten signature of Teresa Ralls]

Teresa Ralls
Tarrant County Purchasing

Signed by:
Robert G. Hassett, DO, MPH
8D1189CF35924C5...
Robert G. Hassett, DO, MPH
President, Treasurer & Corp. Secretary
Occupational Health Centers of the
Southwest, PA d/b/a Concentra

5/29/2025

Date

# Memorandum

**To:** Rochelle Neal

**Dept:** Human Resources

**From:** Teresa Ralls, Sr. Buyer, Purchasing Department

**Date:** March 25, 2025

**Re:** Renewal of RFP No. F2024102, Annual Contract for Pre-Employment Physicals and Drug Testing

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The above referenced contract will expire on July 19, 2025. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence July 20, 2025, and would expire July 19, 2026.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me by Friday, March 28, 2025.

Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers



Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:



No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

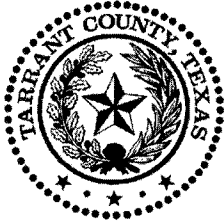
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SIGNATURE: Rochelle Neal Digitally signed by Rochelle Neal  
Date: 2025.04.03 12:34:08  
-05'00'

DATE: 04/03/2025

**RFP No. F2024102 Annual Contract for Pre-Employment Physicals**

Evaluation Criteria	Max Points	Award				Exclusive Staffing LLC Fort Worth, TX HUB - Yes
		Quires Investments, LLC d/b/a ARC Point Labs of Downtown Fort Worth Fort Worth, TX HUB - Yes	Fort Worth MedTex PLLC Tarrytown, NY HUB - No	Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers Addison, TX HUB - No CO-OP - Yes	Statcare Urgent and Walk-In Medical Care d/b/a NAO Medical Mineola, NY HUB - Yes	
Experience and Qualifications	500	200.00	337.50	410.00	407.50	37.50
References	100	47.00	53.00	67.00	47.00	13.00
Price	400	400.00	233.00	225.00	143.00	83.00
Total Score	1000	647.00	623.50	702.00	597.50	133.50



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2024102 - Annual Contract for Pre-Employment Physicals and Drug Testing - Human Resources - Occupational Health Centers of the Southwest, PA d/b/a Concentra Medical Centers - Exercise First Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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