City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2026-0432

TO: Mayor and City Council Members

FROM: Brooke Insana, Human Resources Director
Todd Gary, Fire Chief and Emergency Services Director

DATE: October 26, 2026

SUBJECT: Annual Firefighter Physicals and Occupational Medicine Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for the annual firefighter physicals to BioCare, Inc., Holt, Michigan in the amount of $252,000.00 and occupational medicine services to Corewell Health Urgent Care, Troy, Michigan in the amount of $94,140.00 through December 31, 2029 and further authorizes the Procurement Manager to execute contracts on behalf of the City.

REASON FOR PURCHASE:

The City issued Request for Proposals (RFP) for Occupational Medicine Services (inclusive of firefighter annual physicals) utilizing the MITN system, with six (6) responses received. During the initial review, one (1) proposal response was deemed non-responsive for failing to propose firefighter annual physicals and omitting required occupational medicine services including pre-hire lifeguard and pre-hire firefighter physicals and was removed from further evaluation.

The remaining five (5) proposals were reviewed by a selection committee consisting of staff from the City's Human Resources Department and the Fire Department. The City shortlisted three (3) firms and conducted interviews with a focus on questions related to each vendor's operational approach, service delivery model, and capabilities.

Based on the proposal evaluation and interviews the committee is recommending splitting the award to secure the best value for the City across both service categories.

- Firefighter Annual Physicals: The City recommends awarding the annual firefighter physicals to BioCare, Inc., as the best overall value based on their mobile unit service offering. City staff conducted an on-site visit to an active BioCare mobile unit to observe a firefighter physical in process and confirmed their ability to deliver the required services. With the mobile unit, BioCare can conduct more physicals per day, on-site, minimizing operational downtime for the Fire Department while providing the lowest cost for the required services.

- Occupational medicine services: The City recommends awarding occupational medicine services to Corewell Health Urgent Care as the best value, based on the close proximity of their locations, extended hours of operation, and competitive pricing. Corewell Health Urgent Care previously performed these services for the City with satisfactory performance, and the committee is confident they will continue to deliver quality care.

The contract term for both vendors is three (3) years, with the option to renew for an additional two (2) years.

PROCESS:

Vendor Name and Address:
BioCare, Inc.
1778 Holloway Drive
Holt, MI 48842

Corewell Health Urgent Care
43037 Dequindre Road
Troy, MI 48085

Reason for Selection:
Best Value

Method of Purchase:
Contract/Blanket Purchase Order

BUDGET:
Funding is included in the FY 2026-2027 Adopted Budgets and the FY 2028-2029 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-year Budget Amount	3-year Cost	Remaining Budget
General Fund	233.801002	HR – Prof. Serv-Medical	$75,000	$75,000	$0
General Fund	276.801002	Cemetery – Prof. Serv – Medical	$390	$390	$0
General Fund	756.801002	Parks – Prof. Serv – Medical	$900	$900	$0
General Fund	759.801002	Grounds – Prof. Serv – Medical	$1,500	$1,500	$0
General Fund	774.801002	Natural Resources – Prof. Serv - Medical	$600	$600	$0
Fire	206.801002	Admin – Prof. Serv – Medical	$12,000	$12,000	$0
Fire	339.801002	Emergency Serv – Prof. Serv – Medical	$210,000	$210,000	$0
Fire	341.801002	CRR – Prof. Serv – Medical	$30,000	$30,000	$0
Fire	342.801002	Training – Prof. Serv – Medical	$3,000	$3,000	$0
Sewer	510.801002	Prof. Serv – Medical	$2,250	$2,250	$0
Water	530.801002	Prof. Serv – Medical	$10,500	$10,500	$0
		Total	**$346,140**	**$346,140**	**$0**

RECOMMENDATION:
It is recommended that City Council authorize a contract/blanket purchase order for the annual firefighter physicals to BioCare, Inc., Holt, Michigan in the amount of $252,000.00 and occupational medicine services to Corewell Health Urgent Care, Troy, Michigan in the amount of $94,140.00 through December 31, 2029 and further authorizes the Procurement Manager to execute contracts on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney ☐ Yes ☒ N/A