



RFP# 2021-0028-HR/CW

Medical and Physical Examinations of Potential and Current Employees

AGENDA
October 13, 2020
10:00 AM

Telephone Conference Line: 1-877-820-7831; Guest password 445752

- **Coralie G. Whitmore** Procurement Specialist Senior Purchasing Division
- **Sonja Quintana** Human Resources Director

Project Information

The Santa Fe County Human Resource Department seeks competitive proposals from qualified, accredited Offerors to provide service(s) for employee and prospective employees physical and medical examinations.

Santa Fe County recognizes that a healthy work force can contribute to a more productive and stable employment environment. In an effort to reduce on-the-job injuries and lost work time, Santa Fe County has a program with the following parameters:

1. Mandatory pre-employment physical examinations for all prospective employees who are offered a position prior to beginning employment, with the exception of elected officials.
2. The prospective employee shall take a physical examination appropriate for the position offered and must pass the physical examination and testing for essential functions fo the position before beginning employment.
3. Current employee must be fit for duty at all times.

Request for Proposals (RFP) Documents

The RFP documents are available by contacting Coralie G. Whitmore at cgwhitmore@santafecountynm.gov or the County's website: http://www.santafecountynm.gov/asd/current_bid_solicitations

RFP Information

- **Basis of Award** The most *responsive* proposal. The County reserves the right to cancel the award if there are not sufficient appropriations available.
- **Proposal Due Date** *November 5, 2020, 2:00 p.m.*

Information for Potential Offerors

RFP No. 2021-0028-HR/CW

- Content Overview
- Appendices

Information from Human Resources Department

- Work Summary
- Work Conditions and Requirements
- Employee Demographics