

CITY OF FULLERTON

Request For Proposal

**Firefighter Wellness Program: NFPA Occupational
Assessments and Advanced Cancer Detection**

RFP #2526-RFP-010

PROPOSAL DUE: March 20, 2026, 4:00 pm

For more information, please visit our online supplier portal, located at
<https://procurement.opengov.com/portal/cityoffullerton>

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1. SECTION I

1.1. NOTICE OF REQUEST FOR PROPOSALS

1.1.1. NOTICE IS HEREBY GIVEN

The City of Fullerton is requesting Proposals from qualified consultants and firms for Firefighter Wellness Program: NFPA Occupational Assessments and Advanced Cancer Detection. Proposals are due no later than 4:00 pm on Friday, March 20, 2026. This Request for Proposals (RFP) provides information on the City of Fullerton, the required scope of services, the consultant/contractor selection process, and the minimum information that must be included in the RFP Response.

The City is seeking to award **one (1) professional services agreement** with the top firm selected to perform required scope of services based on a number of qualifying and determinable factors, herein outlined in this RFP. Proposals will be evaluated on the overall best value to the City based on firm's qualifications and experience, ability to perform scope of services and implementation plan, cost proposal, and any other criteria set out herein this RFP. The City shall be the sole judge of the qualifications and services and reserves the right to select firm(s) on any basis or weighted criteria that is in the best interests of the City.

1.1.2. BACKGROUND

The City of Fullerton - Fire Department is committed to a proactive Health, Wellness, and Injury Prevention Program for its personnel. Firefighting is a high-risk profession with documented elevated rates of cardiovascular disease and occupational cancers. To address these risks, the City seeks a comprehensive medical surveillance program that goes beyond basic physical examinations to provide early detection, long-term health tracking, and data-driven wellness planning. The primary objective of this project is to implement a multi-year screening program that incorporates advanced Multi-Cancer Early Detection (MCED) technology and NFPA 1582-compliant occupational medical evaluations. This program is intended to:

- Identify potential health risks at their earliest, most treatable stages.
- Establish baseline health data and track trends over a three-cycle period to guide targeted wellness interventions.
- Enhance workforce readiness and mental and physical resilience through education and individualized medical consultation.

A successful partnership will deliver a seamless, on-site clinical experience that minimizes operational disruption while providing high-quality, confidential diagnostic information to participating personnel.

1.1.3. SUBMITTAL DEADLINE

COMPLETE ELECTRONIC PROPOSALS MUST BE SUBMITTED NO LATER THAN Friday, March 20, 2026 at 4:00 pm PST via the City's eProcurement portal, OpenGov at . Proposals submitted by email, mail, or fax, will not be accepted nor considered. Failure to upload due to electronic glitches is not a legitimate reason for proposals submitted after the deadline. The

City may extend the deadline at its discretion. Please see instructions in **Section 3** for details on how to submit a proposal to this RFP.

It is not the responsibility of the City to notify potential proposers. Prospective proposers shall be notified via the City’s eProcurement portal, OpenGov at . Registration is free and prospective proposers and firms may select to be notified of all future proposals posted by the City of Fullerton.

Proposed RFP Schedule

**** Proposed RFP Schedule is “Tentative” and may be changed at the City’s discretion.**

Interviews will be scheduled if required **

Release of RFP:	February 20, 2026
Question Submittal Deadline:	March 2, 2026, 12:00pm
Response to Questions Posted:	March 5, 2026, 4:00pm
RFP Submittal Deadline:	March 20, 2026, 4:00pm
Finalist Interviews (if necessary):	3/26/26 - 3/31/26
Agreement/Contract Award:	4/1/26 - 4/7/26

2. SECTION II

2.1. INTRODUCTION

The City of Fullerton is requesting proposals from qualified and experienced firms for Firefighter Wellness Program: NFPA Occupational Assessments and Advanced Cancer Detection.

The City intends to enter into a professional services agreement with the selected consultant for a term of approximately twenty-four (24) months.

2.2. MINIMUM QUALIFICATIONS

Only those consultants with qualified experience as it relates to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described under the scope of services. All personnel assigned to complete the scope of work shall possess appropriate certifications or registrations as required by state and local agencies.

2.3. SCOPE OF SERVICES

2.3.1. Federal Grant Program Information

This project is partially funded under the FEMA Assistance to Firefighters Grant (AFG) Award EMW-2024-FG-03232. The mandatory services described in Section 2.3.3 are funded under this federal grant. Optional services described in Section 2.3.4, if selected, would be funded separately by the City.

All federally-funded services and deliverables must be completed by March 29, 2028. Selected vendors will be required to acknowledge federal grant compliance requirements as detailed in the Vendor Questionnaire (Section 6.1, Question 7).

2.3.2. Program Overview and Objectives

The City of Fullerton - Fire Department is implementing a three-cycle firefighter health surveillance program to address elevated occupational health risks, particularly cardiovascular disease and cancer. The program will feature advanced Multi-Cancer Early Detection (MCED) technology and comprehensive NFPA 1582-compliant occupational medical evaluations.

Participation:

- Cycle 1 (2026): Up to 79 firefighter personnel on a voluntary basis.
- Cycles 2 & 3 (2027-2028): Up to 91 firefighter personnel (includes additional personnel who have already completed entrance exams).

Program Structure: Three evaluation cycles (2026-2028) designed to establish baseline health data, track trends, enable early disease detection, and guide targeted wellness interventions. Note: Twelve (12) new hires will enter the program in Cycle 2, having completed their baseline entrance exams separately prior to Cycle 1.

Service Location: All services shall be performed on-site at a City-designated fire station or other facility within the City of Fullerton. Vendors shall provide mobile on-site services using either self-contained mobile medical units or portable equipment setup. Vendors shall propose their service delivery model and identify any site-specific requirements (space, electrical access, parking) necessary to execute their proposed approach. The vendor shall coordinate scheduling with Fire Department command staff.

2.3.3. Scope of Work - Mandatory Services

The following services constitute the mandatory scope of work and approved program design. Vendors must provide pricing based on the participant counts specified for each cycle below.

Cycle 1: Initial Assessment (up to 79 participants, conducted in May 2026) Multi-Cancer Early Detection (MCED) Test:

- Blood-based genomic screening using Galleri Multi-Cancer Early Detection Test (or approved equivalent) capable of detecting signals from 50+ cancer types.
- **NFPA 1582-Compliant Medical Evaluation:**
 - **Physician-Led Physical Examination**

- Comprehensive physical performed by a licensed MD or DO, including, but not limited to, the following elements:
 - Vital signs (height, weight, BMI, temperature, pulse, and respiratory rate, and blood pressure)
 - Head, eyes, ears, nose, and throat (HEENT)
 - Neck
 - Cardiovascular
 - Pulmonary
 - Breast
 - Gastrointestinal with digital rectal exam as clinically indicated
 - Hernia
 - Lymph nodes
 - Neurological
 - Musculoskeletal
 - Skin (includes screening for cancers)
 - Vision
- **Infectious Disease Surveillance & Immunizations**
 - Tuberculosis (TB) Screening: Baseline screening using Tuberculin Skin Test (PPD) or Tuberculin Blood Test (IGRA). Subsequent screening performed annually or at frequency consistent with CDC guidelines.
 - Hepatitis C Virus (HCV) Screening: Baseline screening, and following any occupational exposure or upon member request.
 - HIV Screening: Baseline screening, and following any occupational exposure or upon member request
 - Immunization Review & Update: Provider must offer or review status for:
 - Hepatitis B: Vaccination series and titers to confirm immunity
 - Tdap/Td: Tetanus/Diphtheria/Pertussis (Tdap) administered once to replace Td
 - MMR: Measles, Mumps, Rubella (vaccine or proof of immunity)
 - Varicella: Offered to non-immune personnel
 - Influenza: Offered annually
- **Laboratory Testing**
 - Electrolytes (Na, K, Cl, HCO₃)
 - Renal function (BUN, creatinine)
 - Glucose
 - Liver function tests (ALT, AST, direct and indirect bilirubin, alkaline phosphatase)
 - Complete Blood Count (CBC) with differential
 - Comprehensive Metabolic Panel (CMP) including:
 - Lipid panel: total cholesterol, HDL, LDL, clinically useful lipid ratios, and triglycerides
 - Urinalysis: dipstick analysis for glucose, ketones, leukocyte esterase, protein, blood, and bilirubin; microscopic analysis if indicated
- **Specialized Screenings**

- Audiology: Hearing threshold testing at 500 Hz, 1000 Hz, 2000 Hz, 3000 Hz, 4000 Hz, 6000 Hz, and 8000 Hz in each ear
- Vision: Distance acuity, near vision, peripheral vision, and color vision assessment
- Pulmonary Function: Spirometry measuring forced vital capacity (FVC), forced expiratory volume in 1 second (FEV₁), and FEV₁/FVC ratio, expressed as absolute values and percent predicted using NHANES III normative equations
- Heavy Metal: Baseline testing for heavy metals if indicated by known exposure or substantial risk
- Sleep disorders: Validated questionnaire such as the Epworth Sleepiness Scale or Berlin Questionnaire.
- **Cardiovascular Assessment**
 - Resting 12-lead electrocardiogram (EKG)
 - Cardiorespiratory fitness evaluation using treadmill or cycle ergometer protocol
 - Must measure aerobic capacity (VO₂ max or metabolic equivalents)
 - Results must be evaluated against NFPA 1582 Table 9.6 or 9.7 standards (35th and 50th percentile benchmarks adjusted for age and biological sex)
 - Provider shall provide individual result interpretation relative to these benchmarks and implications for fitness program participation per NFPA 1582 requirements
 - For asymptomatic members age 40 or older, the physician shall calculate the 10-year risk of atherosclerotic cardiovascular disease (ASCVD) using the ACC/AHA Risk Calculator or Framingham tables
- **Cancer Screenings (age and gender appropriate)**
 - Prostate-Specific Antigen (PSA) testing for male firefighters age 50+ (or age 40+ for higher-risk individuals per NFPA 1582 guidelines)
 - Colorectal cancer screening recommendations per current guidelines (age 45-75)
 - Baseline chest x-ray (PA view) according to standard interval criteria
 - Low-Dose CT (LDCT) screening required for high-risk members (Age 50–74 with 20+ pack-year smoking history)
 - Mammography for female firefighters (age 40+)
 - Cervical cancer screening recommendations for female firefighters (ages 21-65)
 - Baseline testicular cancer screening examination
 - Bladder Cancer urinalysis for hematuria
- **Behavioral Health Screening**
 - Confidential screening for PTSD, major depressive disorder, active suicidality, and substance-use disorder
 - Use of validated screening tools (e.g., PHQ-9 for depression screening)
 - Written explanation of screening purpose provided to participants in advance
 - Referral pathways to licensed behavioral health specialists trained to recognize and treat stress-related disorders in first responders

Cycle 2: Health Assessment and Data Analysis/Refinement (up to 91 participants, conducted in April 2026)

- NFPA 1582-compliant medical evaluation (all components listed above in Cycle 1, "NFPA 1582-Compliant Medical Evaluation")
- Medical History Questionnaire: Administration of a mandatory questionnaire tracking changes in health status and occupational exposures since the previous evaluation
- Updated wellness plans based on data analysis and observed health patterns
- Individual consultation to review results and adjust health strategies

Cycle 3: Health Assessment and Outcome Measurement (up to 91 participants, conducted in early March 2026)

- NFPA 1582-compliant medical evaluation (all components listed above in Cycle 1, "NFPA 1582-Compliant Medical Evaluation")
- Medical History Questionnaire: Administration of a mandatory questionnaire tracking changes in health status and occupational exposures since the previous evaluation
- Program impact analysis measuring effectiveness including reduction in identified health risks, such as cardiovascular disease markers and cancer prevalence
- Enhanced physical fitness and mental health resilience among personnel
- Individual consultation to review final results and long-term health recommendations

2.3.4. Scope of Work - Optional Services

Vendors may propose the following **optional** services as separate line items. These are not included in the FEMA-approved mandatory scope and would be funded separately by the City if selected:

For Firefighter Personnel (Enhanced Services Beyond FEMA Scope):

- Advanced vascular screening (e.g., Carotid Artery Ultrasound/CIMT for early plaque detection)
- Enhanced laboratory panels (e.g., TB QuantiFERON, Vitamin D, micronutrient panels)
- Additional body composition analysis methods (e.g., hydrostatic weighing, Bod-Pod, DEXA scan, or bioimpedance analysis beyond basic skinfold measurements)
- Comprehensive 3-cycle personalized meal planning
- Other wellness enhancements not specified in mandatory scope

For Administrative/Non-Firefighter Personnel:

- Vendors shall propose screening components appropriate for up to nine (9) administrative personnel, which may include but are not limited to:
 - Multi-Cancer Early Detection (MCED) Test: Blood-based genomic screening using Galleri Multi-Cancer Early Detection Test (or approved equivalent) capable of detecting signals from 50+ cancer types
 - Basic occupational health screenings (Administrative personnel screenings are not subject to NFPA 1582 requirements and may be tailored to general occupational health standards):
 - Physical examination

- Vital signs
- Laboratory testing (CBC, CMP, lipid panel)
- Vision and hearing screening
- Cancer screenings
- Vendors shall specify per-participant pricing

Vendors must provide separate pricing for each optional service. Optional services will be evaluated separately from the mandatory scope and are subject to separate funding availability.

2.3.5. Service Delivery Requirements

On-Site Service Model:

- All clinical services shall be performed on-site at a City-designated fire station or other designated facility within the City of Fullerton
- Contractor shall provide all necessary clinical equipment, supplies, privacy accommodations, and personnel using either self-contained mobile medical units or portable equipment setup
- Contractor shall specify in proposal: equipment transport method, minimum site requirements (space, power, internet connectivity, room configuration, parking for mobile units), and daily participant throughput capacity

Operational Coordination:

- Contractor shall submit a detailed operational plan describing staffing, daily participant throughput capacity, on-site clinical logistics, and scheduling procedures
- Contractor shall coordinate with Fire Department EMS Manager and Battalion Chiefs to schedule participants during normal business hours
- All screenings will be conducted during normal business hours (approximately 8:00 AM - 5:00 PM)

Makeup/Missed Appointments:

- Vendors may describe optional accommodations for participants unable to attend scheduled on-site sessions due to operational demands (e.g., laboratory blood draw at approved third-party facility for a firefighter who missed their scheduled session)
- Any such accommodations must be clearly identified as supplemental options and shall not replace the primary on-site service model

2.3.6. Program Deliverables

The Contractor shall provide:

- **Individual Results Summary:** Confidential report provided to each participant following each evaluation cycle
- **Participant Consultation:** Confidential one-on-one review of results and recommended actions following each cycle
- **Participation Tracking Log:** Non-clinical completion log documenting participant attendance for City billing purposes (no clinical results or protected health information).

Log shall include: participant name, date of service, cycle number (1, 2, or 3), and services completed (e.g., "NFPA 1582 evaluation completed" or "MCED test completed").

- **Aggregated Reports:** De-identified, department-level summary reports due within 60 days following the completion of each evaluation cycle, containing the following specific data points:
 - **Participation metrics:**
 - Total number of firefighters who completed evaluations during the reporting period
 - Breakdown by cycle (Cycle 1, 2, or 3)
 - **NFPA 1582 compliance data:**
 - Number and percentage of personnel meeting NFPA 1582 cardiovascular fitness standards at the 35th percentile benchmark (by age/sex category)
 - Number and percentage of personnel meeting the 50th percentile benchmark (by age/sex category)
 - Number and percentage of personnel below the 35th percentile
 - **Aggregated health trends (de-identified):**
 - Most common risk factors identified (e.g., elevated cholesterol, hypertension, abnormal glucose)
 - Number of cancer screening abnormalities requiring follow-up (no individual identification)
 - Hearing or vision deficiencies identified
 - Behavioral health screening results (aggregated positive screens only, no individual data)
 - **Program effectiveness indicators:**
 - Comparison to prior cycle data (for Cycles 2 and 3) showing trends in fitness levels, risk factors, and compliance
 - Narrative summary of observed department-wide health patterns
- **Final Program Impact Report:** Comprehensive de-identified analysis to be submitted within 90 days of final evaluation cycle completion, including:
 - Three-year participation summary across all cycles
 - Longitudinal comparison of cardiovascular fitness trends (change in percentage meeting 35th/50th percentile benchmarks from Cycle 1 to Cycle 3)
 - Summary of health risk reductions achieved (e.g., improvement in cholesterol levels, blood pressure control, fitness capacity)
 - Program impact on department readiness and personnel health outcomes
 - Narrative assessment of program effectiveness

Note: All aggregated reports shall contain only de-identified, department-level data suitable for the City's internal program management and external grant reporting. No individual protected health information (PHI) shall be included in reports submitted to the City.

2.3.7. Data Confidentiality, HIPAA Compliance & Record Retention

- All individual medical records and results shall remain strictly confidential between the participant and the clinical provider in accordance with HIPAA and applicable privacy laws

- Contractor shall implement appropriate administrative, technical, and physical safeguards to protect all protected health information (PHI)
- Contractor shall promptly notify City of any actual or suspected data breach
- Contractor shall maintain all program records for minimum period required by federal law (minimum 3 years from date of final Federal Financial Report submission) and make records available to City, FEMA, DHS Office of Inspector General, Government Accountability Office (GAO), and other authorized agencies for audit, inspection, or review
- City retains ownership of all aggregated, de-identified program data and reports
- Upon request, Contractor shall assist City with program transition and continuity upon expiration or termination of agreement

3. SECTION III

3.1. INSTRUCTIONS TO PROPOSERS

3.1.1. Examination of Proposal Documents

By submitting a proposal, firm(s) represents that it has thoroughly examined and become familiar with the work required under this RFP and is capable of performing quality work to achieve the City's objectives.

3.1.2. Addenda

Any changes to the requirements will be made by written addendum to this RFP and will be posted on OpenGov and City of Fullerton Bid Webpage. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting Agreement. City will not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instructions. Firms shall acknowledge receipt of addenda in their proposals.

If a Proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, the proposer should immediately provide the City written notice of the problem and request that the RFP be clarified or modified. Without disclosing the source of the request, the City may modify the documents prior to the date fixed for submission of proposals by issuing an addendum.

If prior to the date fixed for submissions, a firm(s) knows of or should have known of an error in the RFP but fails to notify the City of the error, the firm shall submit a proposal at their own risk, and if awarded a contract, shall not be entitled to additional compensation or time by reason of the error or its later correction.

3.1.3. Request for Information

Submitting Questions

All questions must be submitted and received by the City no later than **12:00 pm PST on Monday, March 2, 2026.**

Request for clarifications, questions and comments must be submitted through the City's eProcurement Portal at OpenGov (). Registration is free and interested proposers can select to receive automatic bid notifications from the City.

City Responses

Responses from the City will be posted as an Addendum to this RFP on the City's e-Procurement Portal, OpenGov to be posted no later than **Thursday, March 5, 2026**.

City's eProcurement Portal – OpenGov:

General Inquiries

General questions regarding this RFP are to be directed to the City's Purchasing Division as follows:

Vanessa Slouka, Buyer

Email:

vanessa.slouka@cityoffullerton.com

Phone Number: (714) 738-6533

Any contact outside of the City staff/representative shall be cause for disqualification **

3.1.4. California Public Records Act (CPRA)

All proposals submitted in response of this RFP become the property of the City and under the Public Records Act (Government Code Section 7920.000 et. Seq.) are public record, and as such, may be subject to public review. However, the proposals shall not be disclosed until final negotiations are complete and/or recommendation for action is made to City Manager and/or the City Council.

If a proposer claims a privilege against public disclosure for trade secret or other proprietary information, such information must be clearly identified in the proposal. Note that under California Law, price proposal to a public agency is not a trade secret.

3.1.5. Acceptance of Proposals

- City reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.
- *City reserves the right to withdraw or cancel this RFP at any time without prior notice, and the City makes no representations that any contract will be awarded to any Proposer responding to this RFP.*
- City reserves the right to postpone proposal openings for its own convenience.
- Submitted proposals are not to be copyrighted.
- City does not guarantee any work upon award of an agreement.

3.1.6. Pre-Contractual Expenses

City shall not, in any event, be liable for any pre-contractual expenses incurred by firm in the preparation of its proposal. Firm shall not include any such expenses as part of its proposal.

Pre-contractual expenses are defined as expenses incurred by firm(s) in:

- Preparing its proposal in response to this RFP;
- Submitting that proposal to the City;
- Negotiating with the City any matter related to this proposal; or any other expenses incurred by firm prior to date of award, if any, of the Agreement.

3.1.7. Joint Offers

Where two or more firms desire to submit a single proposal in response to this RFP, they should do so on a prime-sub-consultant basis rather than as a joint venture. City intends to do business with a single firm per awarded agreement and not with multiple firms doing business as a joint venture.

3.1.8. Professional Services Agreement

The selected firm shall enter into an agreement with the City based upon the contents of the RFP and the firm's proposal. The City's standard form of agreement is included as **Attachment A**. The firm shall carefully review the agreement, especially with regard to the indemnity and insurance provisions, and include with the proposal a description of any exceptions, technical or contractual, requested to the standard contract. **If there are exceptions or are no exceptions, a statement to the effect shall be included in the proposal as well. See .**

3.1.9. City Business License

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Fullerton business license. The City business license shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

3.2. INSURANCE REQUIREMENTS

3.2.1. Commercial General Liability Insurance.

Consultant shall maintain commercial general liability insurance coverage in a form at least as broad as ISO Form #CG 00 01, with a limit of not less than \$2,000,000 each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit.

3.2.2. Business Automobile Liability Insurance.

Consultant shall maintain business automobile liability insurance coverage in a form at least as broad as ISO Form # CA 00 01, with a limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned automobiles.

3.2.3. Workers' Compensation and Employers' Liability Insurance.

Consultant shall maintain workers' compensation insurance as required by the State of California and employers' liability insurance with limits of not less than \$1,000,000 each accident.

3.2.4. Professional Liability Insurance

Consultant shall maintain professional liability insurance appropriate to Consultant's profession with a limit of not less than \$2,000,000. Architects' and engineers' coverage shall be endorsed to

include contractual liability. If policy is written as a “claims made” policy, the retro date of the policy shall be prior to the start of the contract work.

3.2.5. Employee/Officer Fidelity Bond

Consultant shall maintain a fidelity bond with a minimum limit of \$1,000,000, providing coverage for the acts of all employees, officers and directors of Consultant.

3.2.6. Cyber Liability Insurance

Consultant shall maintain cyber liability insurance coverage with a limit of not less than \$2,000,000 per claim and \$2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this Agreement and shall include but not be limited to claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines, penalties and credit monitoring expenses with limits sufficient to respond to these obligations.

3.2.7. Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by City.

3.2.8. Other Insurance Provisions

The required insurance policies shall contain or be endorsed to contain the following provisions:

- Commercial General Liability. City, its elected or appointed officials, officers, employees and volunteers are to be covered as additional insureds with respect to liability arising out of work or operations performed by or on behalf of Consultant, including materials, parts or equipment furnished in connection with such work or operations. Such coverage as an additional insured shall not be limited to the period of time during which Consultant is conducting ongoing operations for City but rather, shall continue after the completion of such operations. The coverage shall contain no special limitations on the scope of its protection afforded to City, its officers, employees and volunteers.
- Commercial General Liability. This insurance shall be primary insurance as respects City, its officers, employees and volunteers and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by City, its officers, employees and volunteers shall be excess of this insurance and shall not contribute with it.
- Professional Liability. If the Professional Liability policy is written on a “claims made” form, the Retroactive Date must be shown and must be before the date of the contract or beginning of contract work. The insurance must be maintained and evidence of insurance must be provided for at least (5) years after completion of the contract work. If the coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must

purchase “extended reporting coverage” for a minimum of five (5) years after completion of work.

- Workers’ Compensation and Employers’ Liability Insurance. Insurer shall waive their right of subrogation against City, its officers, employees and volunteers for work done on behalf of City.
- Employee/Officer Fidelity Bond, City shall be named as third party beneficiary for losses arising from work done on behalf of City.
- All Coverages. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, except after thirty (30) days’ prior written notice by certified mail, return receipt requested, has been given to City.
- If Consultant maintains higher limits or has broader coverage than the minimums shown above, City requires and shall be entitled to all coverage, and to the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.
- Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein and Consultant shall ensure that City is an additional insured on insurance required from subconsultants.
- Special Risks or Circumstances. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

4. SECTION IV

4.1. TECHNICAL PROPOSAL

Proposal Format and Content

This section provides the requirements which the City will look for and expect to be included in the proposal.

Electronic proposals shall be submitted electronically in a format that will print on 8 ½” x 11" size paper. Charts and schedules must adhere to this requirement as well. Proposals should not include any unnecessary elaborate or promotional material. Lengthy narrative is discouraged, and presentations should be brief and concise. Links to sample work should be clearly labeled and identified in the proposal.

The Proposal should be presented in the order shown and include the following:

4.1.1. Letter of Transmittal

The Letter of Transmittal shall be concise (one page maximum), addressed to the City of Fullerton, and must include the following:

- **Intent and Interest:** A formal expression of the firm's intent and interest in providing Comprehensive Occupational Health Assessments and MCED Screening Services. The proposer should clearly state why their qualifications regarding occupational health

assessments and Multi-Cancer Early Detection (MCED) programs are advantageous to the City.

- **Legal Identification:** Provide the full legal name of the company, corporate headquarters address, and the primary contact information for the entity that will have final contractual responsibility with the City.
- **Primary Contact:** The name, title, email, and phone number of the specific individual authorized to represent the proposer during the evaluation period and subsequent contract administration.
- **Proposal Validity and Addenda:** A statement acknowledging receipt of all issued RFP addenda and confirming that the proposal remains valid for a period of no less than 90 days from the date of submittal.
- **Authorized Signature:** The letter must be signed by a person with the legal authority to bind the proposer to the terms and pricing submitted in the proposal.

4.1.2. Qualifications & Experience

Proposers must provide evidence of the following:

- **Occupational Health Expertise:** Proven experience performing comprehensive occupational medical evaluations for physically demanding professions, particularly first responders, public safety personnel, or industrial workforce populations. Include the number of organizations served and approximate number of individuals evaluated annually.
- **Firefighter Health Surveillance Experience (preferred but not required):** Experience with Firefighter-specific health assessments or evaluations meeting NFPA 1582 standards is preferred but not mandatory. Proposers without direct Firefighter experience should demonstrate relevant occupational health capabilities including cardiovascular fitness testing, pulmonary function testing, comprehensive laboratory analysis, and behavioral health screening for high-stress occupations.
- **Advanced Diagnostic Capability:** Documented experience with Multi-Cancer Early Detection (MCED) protocols or other advanced cancer screening programs, and the ability to coordinate laboratory services for large-scale population health assessments. Identify the MCED technology used and laboratory partnerships.
- **Mobile On-Site Service Delivery:** Description of your mobile service delivery model (self-contained mobile medical unit, portable equipment setup, or hybrid approach) and experience delivering comprehensive on-site screenings to organizations with operational continuity requirements (e.g., shift work, emergency response duties).
- **References:** Provide three (3) references from organizations for whom you have provided comprehensive occupational health surveillance programs in the last five years. References may include municipal fire departments, other public safety agencies, industrial clients, or corporate wellness programs. For each reference, include:
 - Organization name and type
 - Contact name, title, phone, and email
 - Services provided and dates of service
 - Number of personnel served

- Brief description of project scope and similarities to this RFP (e.g., cardiovascular testing, cancer screening, multi-year surveillance programs)

4.1.3. Proposed Staffing and Organization

Provide a brief overview of the team dedicated to this project:

- **Medical Director:** Identify the licensed physician (MD or DO) who will oversee the clinical protocols. Include:
 - Name and credentials
 - Board certification(s) (e.g., Occupational Medicine, Internal Medicine, Family Practice)
 - Years of experience in occupational health and workforce medical evaluations
 - Role and level of involvement in this project
- **Project Lead/Account Manager:** Identify the primary administrative contact who will manage the schedule and data reporting for the City's EMS Manager. Include:
 - Name and title
 - Experience managing multi-year health surveillance programs
 - Availability and responsiveness commitments
- **On-Site Staffing Plan:** Describe the clinical team that will be present at the City-designated facility, including:
 - Phlebotomists
 - Medical assistants
 - Exercise physiologists or fitness specialists (for cardiorespiratory testing)
 - Audiometric technicians (CAOHC certified or equivalent)
 - Any other clinical support staff
 - Indicate whether staff are employees or contracted personnel
- **Sub-consultants and Laboratory Partners:** List any third-party laboratories or specialized consultants involved in the project, including:
 - Laboratory name and certifications (e.g., CLIA, CAP)
 - MCED testing laboratory
 - Any imaging or specialized testing partners

4.1.4. Detailed Work Plan

Describe your approach to managing a three-cycle voluntary screening program for up to 79 firefighter participants:

A. Service Delivery Approach

Describe your on-site service delivery model, including:

- Mobile service delivery method (self-contained medical unit, portable equipment setup, or hybrid)
- Estimated daily participant throughput capacity
- Average time per participant for complete Cycle 1 evaluation
- Minimum site requirements at City fire station (space, power, parking, etc.)
- All portable medical equipment you will provide to perform the complete scope on-site

B. Operational Coordination

Describe how you will coordinate with the Fire Department:

- Scheduling process and coordination with Fire Department command staff
- Accommodation for participants who miss scheduled appointments
- Proposed timeline for completing all three evaluation cycles

C. Clinical Standards and Laboratory Services

Identify your clinical partners and quality standards:

- Specific Multi-Cancer Early Detection test you will provide (e.g., Galleri or approved equivalent). If proposing an alternative to Galleri, include clinical validation data and regulatory status.
- Clinical laboratories used for blood work and testing (include CLIA/CAP certifications)
- Turnaround time for individual results delivery
- Process for confidential results delivery and participant consultations

D. Data Security and Reporting

Briefly describe:

- HIPAA-compliant methods for protecting participant protected health information
- Format and delivery method for aggregated, de-identified reports to the City (per Section 2.3.6 requirements)
- Participation tracking process for City billing and grant documentation (non-clinical data only)

4.1.5. Appendices

The following documents should be uploaded as part of the proposal:

- **Sample Health Report:** A redacted example of the individual summary report provided to each participant. Ensure all identifying information is removed.
- **Sample Aggregate Report:** A redacted example of the de-identified, department-level aggregate report provided to the City (if available from prior projects).
- **Proof of Insurance:** Current certificates of insurance showing:
 - Professional liability (medical malpractice) coverage
 - Commercial general liability coverage
 - Cyber liability coverage
 - Coverage amounts meeting or exceeding Section 3.2 requirements
- **Clinical Certifications:**
 - Copy of Board Certification for the Medical Director (e.g., Occupational Medicine, Internal Medicine, Family Practice)
 - Current medical licenses (MD, DO, NP, PA) for all key clinical staff who will provide direct patient care
 - Relevant technical certifications (e.g., CAOHC certification for audiometric technicians, ACSM certification for exercise physiologists)

- **MCED Test Documentation:** Provide a summary document describing the proposed MCED test, including:
 - Test name and manufacturer
 - Clinical validation overview and peer-reviewed studies
 - General performance characteristics (sensitivity, specificity, cancer types detected)
 - FDA approval or regulatory status
 - Laboratory performing the analysis and certifications
- **Laboratory Certifications:** Copies of CLIA and CAP certifications for all laboratories involved in clinical testing.
- **Company Profile and Relevant Experience:** Brief company overview highlighting experience with occupational health programs for physically demanding professions, including any case studies or success stories (optional but encouraged).

4.1.6. Fee Schedule / Cost Proposal for Mandatory Services

Cycle 1: Baseline Health Assessment (Year 1, up to 79 participants)

- **Per-Participant Rate for Complete Cycle 1 Services:** \$ _____
 - Galleri Multi-Cancer Early Detection Test (or approved equivalent)
 - Complete NFPA 1582-compliant medical evaluation (physical exam, laboratory testing, specialized screenings, cardiovascular assessment, cancer screenings, behavioral health screening)
 - Wellness and resilience components
 - Individual consultation
 - All equipment, supplies, personnel, and on-site service delivery
 - This rate shall include all mandatory components specified in Section 2.3.3, Cycle 1, including:

Cycle 2: Health Assessment and Data Analysis/Refinement: (Year 2, up to 91 participants)

- **Per-Participant Rate for Complete Cycle 2 Services:** \$ _____
 - Annual NFPA 1582-compliant medical evaluation
 - Data trend analysis and comparison to Cycle 1 baseline
 - Updated wellness plans
 - Individual consultation
 - This rate shall include all components specified in Section 2.3.3, Cycle 2, including:

Cycle 3: Health Assessment and Outcome Measurement (Year 3, up to 91 participants)

- **Per-Participant Rate for Complete Cycle 3 Services:** \$ _____
 - Annual NFPA 1582-compliant medical evaluation
 - Program impact analysis
 - Three-cycle longitudinal comparison
 - Individual consultation
 - This rate shall include all components specified in Section 2.3.3, Cycle 3, including:

MANDATORY SERVICES TOTAL

- **Estimated Total Cost (79 participants × 3 cycles + 12 participants x 2 cycles):** \$_____
- This is a not-to-exceed estimate based on 79-91 firefighter participants completing all cycles. Actual cost will be based on confirmed participation. The City shall pay only for services actually rendered.

4.1.7. Fee Schedule / Cost Proposal for Optional Services (if proposing)

Proposers may offer the following optional services at their discretion. Optional services are not part of the federally-funded scope and would be purchased separately by the City if selected.

Optional Enhancements for Firefighter Personnel:

Optional Service Description	Per-Participant Unit Price
Advanced vascular screening (Carotid Artery Ultrasound/CIMT)	\$_____
Enhanced laboratory panels (TB QuantiFERON)	\$_____
Enhanced laboratory panels (Vitamin D)	\$_____
Enhanced laboratory panels (Micronutrient panel)	\$_____
Body composition analysis (Hydrostatic weighing)	\$_____
Body composition analysis (Bod-Pod)	\$_____
Body composition analysis (DEXA scan)	\$_____
Body composition analysis (Bioimpedance analysis)	\$_____
Comprehensive 3-cycle personalized meal planning	\$_____
Other (describe): _____	\$_____

Optional Screening Services for Administrative/Non-Firefighter Personnel:

- **Proposed Screening Components for Administrative Staff:** (Describe what would be included - e.g., basic physical exam, vital signs, laboratory testing, vision/hearing screening, etc.)
- **Per-Participant Rate for Administrative Staff Screening:** \$_____
- **Estimated Maximum Number of Administrative Personnel Accommodated:** _____
- **Volume Discount (if applicable):** Describe any volume discounts if the City purchases both Firefighter mandatory services and optional administrative staff screenings:

4.1.8. Pricing Requirements & Terms

Pricing Requirements

All per-participant pricing shall be fully inclusive and include all costs associated with service delivery, including but not limited to:

- All clinical personnel, equipment, and supplies
- Mobile unit operation and transport to City facility (if applicable)
- All laboratory testing and analysis (including MCED test)
- Travel and mileage
- Report preparation and delivery (individual and aggregated reports)
- Technology platform access or data management systems
- All administrative costs

Proposals shall not include separate administrative fees, facility fees, technology platform fees, surcharges, travel charges, or any other pass-through costs. The City will evaluate proposals based on the total per-participant price for each cycle. Vendors proposing itemized add-on fees or conditional pricing will be considered non-responsive.

Exception: The only separate line items permitted are the optional services listed in the Optional Services Pricing section.

Pricing Terms

- Pricing shall remain firm for the duration of the agreement (through March 29, 2028) unless otherwise approved in writing by the City
- Annual price escalation or surcharges shall not be permitted without express written approval by the City
- The City shall pay only for services actually rendered based on confirmed participation
- Payment will be made on a per-participant basis upon completion of services and receipt of participation tracking log

5. SECTION V

5.1. EVALUATION AND AWARD

5.1.1. Evaluation Criteria

City will evaluate the proposals received based on the following criteria outlined below and may utilize various weighting factors for different criteria or sub-criteria. Respondents who are not actively engaged in providing services of the nature proposed in their response to this request and/or who cannot clearly demonstrate to the satisfaction of the City their ability to satisfactorily perform the work in accordance with the requirements set forth in this request will not be considered. The City shall be the sole judge of the qualifications and services and its decision shall be final. Discussions may be conducted with respondents who submit qualifications determined to be reasonably acceptable of being selected for award.

City will evaluate the proposals received based on the criteria listed in the Evaluation Criteria Section.

The City will select a firm based upon the completeness and adherence to RFP instructions, responding firms' qualifications and experience, project management approach and work plan or implementation plan, as well as responses to any requests for information as set forth herein to this RFP. If any addenda are made to the RFP, the information provided will be considered as well. It should be noted that none of these factors in and of themselves are determinative, and the City reserves the right to select a firm on any basis that is in the best interests of the City.

The City may contact firms in response to questions raised in their proposals and the City reserves the right to cancel this solicitation without selecting any firms.

5.1.2. Evaluation Procedure

An Evaluation Committee will be selected to review and evaluate all proposals. The Evaluation Committee will be comprised of City staff and may include outside consultants to review all proposals submitted. The City of Fullerton reserves the right to request clarification of additional information from any firm at any time. After the proposals are evaluated, the City may elect to interview all, some, or none of the firms to help clarify and better evaluate each proposal. Firms may be asked to submit additional documentation at or after the interview stage or prepare a presentation. *Please note that Interviews are at the City's sole discretion and are not a requirement to make any recommendation to award an agreement.*

Based upon evaluation of the proposals and any interviews (if conducted), the Evaluation Committee will recommend the top-ranked firm to award an agreement to the City Manager and/or City Council (if necessary).

The City reserves the right to select a firm without conducting interviews or abandon this RFP. **Final selection of firm and authority awarding agreements to proceed with these services shall be at the sole discretion of the City and if required, City Council.**

5.1.3. Award

After conclusion of the evaluation period, a **"Notice of Intent to Award"** will be sent to all proposers to this RFP identifying the top firm selected. Award to any firm selected is *contingent upon* the successful negotiation of final agreement terms and the approval of City. The City reserves the right to negotiate final agreement terms with the selected firm prior to award, and expressly reserves the right to negotiate with several firms simultaneously. However, since the selection and award may be made without discussion with any firm, the Proposer's proposal submitted should contain firm's most favorable terms and conditions.

Negotiations shall be confidential and not subject to disclosure to competing Proposers until an agreement is reached. If contract negotiations cannot be concluded successfully, the City may negotiate an agreement with the next best qualified Proposer or withdraw the RFP. *In the event the City does not approve the recommendation to award, the RFP may be cancelled without any cost or obligation of City.*

City Manager and/or City Council action will be requested by City staff to award agreements to the selected firm

5.1.4. Notification of Award

Firms who submit a proposal in response to this RFP shall be notified regarding the firm(s) awarded an agreement. Such notification shall be made within seven (7) days of the date the agreement is awarded. **Notice of Intent to Award** will be sent to all firms who submitted a proposal via OpenGov, the City’s eProcurement platform, and will also be available on the City’s Bid Webpage .

5.2. EVALUATION CRITERIA

Evaluation Criteria I

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	<p>Adherence to RFP Proposal is complete, responsive, properly formatted, includes all required documents, signed transmittal letter, and acknowledgment of all addenda. Proposals will automatically fail and be rejected if they: Are submitted after the deadline Do not include required signatures Include itemized add-on fees or surcharges in mandatory services pricing (Section 4.1.8) Fail to provide pricing for all three mandatory cycles Do not acknowledge federal grant compliance requirements (Section 6.1, Question 7)</p>	Pass / Fail	100 (100% of Total)

Evaluation Criteria II

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	<p>Firm Qualifications, Staffing, and Oversight Proven experience with NFPA 1582 evaluations and MCED screening programs of similar scale. Demonstrated success with municipal fire departments or comparable high-demand public safety clients. Qualifications and availability of the Medical Director and key clinical staff. Ability to provide required equipment, labs, and staffing</p>	Points Based	20 (19.6% of Total)

	reliably throughout all cycles.		
2.	<p>Technical Approach & Work Plan Quality and feasibility of the work plan, including on-site clinical flow, throughput capacity, staffing plan, scheduling approach, operational coordination and scheduling flexibility, and the logic and completeness of the 3-cycle model. Strength of privacy approach and non-clinical participation tracking for billing and grant documentation. Quality of anonymized aggregate reporting deliverables.</p>	Points Based	35 (34.3% of Total)
3.	<p>Data Security, Reporting & Compliance Strength of HIPAA compliance framework; quality of data protection controls; clarity of reporting methods; ability to support City and federal grant documentation and audit requirements.</p>	Points Based	10 (9.8% of Total)
4.	<p>Fee/Cost Proposal In evaluating the Fee/Cost Proposal, the City will consider the competitiveness, reasonableness, and overall value of the proposed pricing relative to the scope of services and prevailing market conditions.</p>	Points Based	37 (36.3% of Total)

6. SECTION VI

6.1. VENDOR QUESTIONNAIRE

1. Technical Proposal*

Please submit your COMPLETE proposal, NOT to include the Fee Proposal, according to the instructions in .

**Response required*

2. Fee Proposal*

Please submit your Fee Proposal, according to the instructions in .

**Response required*

3. Status of Past and Present Contract Form*

Firm shall list the status of past and present contracts specifically related to the provision of occupational health, fire service wellness, or medical screening services where either the firm has

provided services as a prime contractor or a sub-consultant during the past five (5) years and the contract has ended or will end in termination, settlement, or litigation.

Public Agency city/county/other:

Contact Name:

Phone:

Project Award Date:

Original Contract Value:

Term of Contract:

Status of Contract:

Identify claims/litigation or settlements associated with the contract:

**Response required*

4. Federal Compliance Verification (UEI)*

This project is partially funded by a federal Assistance to Firefighters Grant (AFG). To comply with federal regulations, the City of Fullerton must verify that the selected vendor is not suspended, debarred, or otherwise excluded from receiving federal funds. The most efficient way to perform this check is through the federal System for Award Management (SAM.gov) using a Unique Entity Identifier (UEI).

Please provide your firm's 12-character Unique Entity Identifier (UEI) below. If your firm does not have a UEI, please type "NONE." *(Note: If no UEI is provided, the selected vendor will be required to sign a separate certification of eligibility prior to contract award.)*

**Response required*

5. Certification Regarding Debarment and Suspension*

The City is prohibited from awarding contracts to parties that are presently suspended, debarred, or otherwise excluded from federal procurement.

Does the Firm certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency?

Yes

No

**Response required*

6. HIPAA Compliance and Privacy Controls*

Does the Firm acknowledge that it will comply with applicable privacy requirements, including HIPAA, and maintain appropriate administrative, technical, and physical safeguards to protect participant information?

Yes

No

***Response required**

7. Acknowledgment of Federal Grant Provisions*

This project is supported by the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG). As a condition of this funding, the contractor must agree to the following federal standards:

- **Access to Records:** Granting the City, FEMA, and the DHS Office of Inspector General (OIG) the right of access to any documents or records pertinent to this contract for audits or examinations.
- **Record Retention:** Maintaining all records related to this contract for at least three (3) years from the date the City submits the final Federal Financial Report, and longer if required due to audit, litigation, or other circumstances under 2 C.F.R. § 200.334.
- **Compliance:** Adhering to all applicable federal statutes and regulations, including the 2 C.F.R. Part 200 procurement standards.
- **Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352):** The Firm certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352.

Question: Does the Firm acknowledge and agree to comply with these federal provisions?

Yes

No

***Response required**

8. Exceptions*

If your company is taking exception to any of the specifications, terms or conditions (including insurance indemnification and/or proposed contract language) stated in this Request for Proposal, please indicate below:

Select all that apply

- No exceptions taken.
- Exception taken to the scope of work or specifications.
- Exception taken to indemnification and insurance requirements.
- Exception to proposed contract language.
- Exception to Federal Grant Provisions.
- Other

***Response required**

9. Exception Explanation*

If you selected any exception in the previous question, please explain the details here. If no exceptions were taken, please type "N/A."

****Response required***

10. Confirmation*

The Firm confirms that all the information provided is true and accurate.

Please confirm

****Response required***