



# City of Oceanside

300 North Coast Highway,  
Oceanside, California 92054

## Staff Report

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**File #:** 26-1382

**Agenda Date:** 5/6/2026

**Agenda #:** 5.

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**DATE:** May 6, 2026

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Fire Department

**TITLE: APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ON DUTY HEALTH FOR THE SILVER PACKAGE HEALTH AND FITNESS ASSESSMENT**

### **RECOMMENDATION**

Staff recommends that the City Council approve a Professional Services Agreement (PSA), in the amount of \$99,480, with On Duty Health, PLLC, for the Silver Package Health and Fitness Assessment; approve the procurement as a sole source purchase; and authorize the Financial Services Director, or designee, to execute the change order.

### **BACKGROUND AND ANALYSIS**

On April 9, 2025, the City Manager approved a professional service agreement in the amount of \$94,680 with On Duty Health, PLLC, to provide comprehensive health and fitness assessments for Fire Department personnel.

Since the initial approval, staff has identified the need to continue and maintain the scope of services under the Silver Package Health and Fitness Assessment to ensure continued compliance with applicable National Fire Protection Association (NFPA) standards and to support the health, safety, and operational readiness of sworn personnel. These services include enhanced medical evaluations, expanded diagnostic testing, and related program components necessary to maintain a comprehensive and standardized assessment program for first responders.

Accordingly, a formal Professional Services Agreement for additional services through December 31, 2026 in the amount of \$99,480 is being requested. With approval of this PSA, the total compensation paid to On Duty Health will increase to \$194,160. As the cumulative value exceeds the \$100,000 threshold, City Council approval is required in accordance with the City's purchasing policies.

The continued use of On Duty Health, PLLC ensures consistency in medical evaluation protocols, continuity of care, and efficient program administration. Utilizing the same provider avoids duplication of services, minimizes disruption to personnel scheduling, and maintains standardized health data tracking for departmental use.

On Duty Health, PLLC was selected as a sole source provider due to its specialized expertise in delivering comprehensive, NFPA-compliant health and fitness assessments tailored specifically for first responders, including on-site advanced diagnostics and integrated physician oversight. The

program has served 120 fire department employees to date, with 26 referred for further evaluation and pre-cancer screening. No other known vendor provides this full scope of services in a single, coordinated program that meets the City's operational and compliance needs. Procuring these services from multiple vendors would result in fragmented service delivery, potential inconsistencies in medical evaluation standards, and increased administrative burden, which could impact the effectiveness of the program.

Staff recommends that the City Council approve this procurement as a sole source in accordance with City Code Chapter 28A for the reasons described above.

### **FISCAL IMPACT**

The total amount of PSA is \$99,480, and will be charged to the OFD Health and Wellness Measure X account 150570103.5305. The available balance in the account is \$113,386; therefore, sufficient funds are available.

<b><u>Description</u></b>	<b><u>Account Number</u></b>	<b><u>Amount</u></b>	<b><u>Available Balance</u></b>
PSA	150570103.5305	\$99,480	\$113,686

### **COMMISSION OR COMMITTEE REPORT**

The Police and Fire Commission will receive an update at its regular meeting on June 9, 2026.

### **CITY ATTORNEY'S ANALYSIS**

Purchases shall be made in accordance with Chapter 28A and Administrative Directive AD-21.

Prepared by: Alicia Mendoza, Senior Management Analyst

Reviewed by: David Parsons, Fire Chief

Submitted by: Jonathan Borrego, City Manager

### **ATTACHMENTS:**

- Professional Services Agreement
- Master Terms and Conditions
- Estimate