



## ADDENDUM #1

**To:** All Companies Interested in Submitting a Proposal  
**From:** Diane Muench, CPPB, Purchasing Services Manager  
**Proposal:** Occupational Health Program Services, RFP #PUR1017-070  
Dated: November 17, 2017  
**Subject:** Addendum #1 (3 pages)  
**Date:** November 27, 2017

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Please note the following specification changes/additions/clarifications relative to the above Request for Proposal.

- 1) **Question:** In reference to Clandestine lab physicals, can you provide clarification to what these physicals entail?  
**Answer:** See Attachment O.
- 2) **Question:** Can you advise if the Treadmill with interpretation is a full cardiac stress test?  
**Answer:** EKG and TM with interpretation.
- 3) **Question:** For the New police officer ILEA physicals, do these physicals include the fitness portion of the ILEA physicals?  
**Answer:** No.
- 4) **Question:** Does the city still use Corvel as their work comp carrier?  
**Answer:** The City uses EMC Risk Services for third party workers compensation claims handling and all medical bill review for health services related to employment.
- 5) **Question:** For the pricing for the different types of physicals, can you verify the following testing needed for each physical is correct:

<b>Physical for Commercial Driver Fitness Documentation</b>	<b>CPT Code</b>
Physical with vision	N/A
Audiometry	92551
Urinalysis	81002
<b>Transit Driver Physical</b>	<b>CPT Code</b>
Physical with Vision	N/A
Audiometry	92551

**Answer:** Currently, we do not perform Transit Driver Physicals as the new requirement of CDL physicals was implemented. Now each employee is responsible to maintain that license (and medical requirements to hold). The City of Cedar Rapids is not responsible for the CDL physicals, the employees are responsible.

- 6) **Question:** Is qualification as a small business required for this proposal?  
**Answer:** It is not a requirement. If your company qualifies as a Linn County business and a small business, you are awarded additional points on the proposal review.

7) **Question:** Are we able to get yearly volume estimates for the different types of physicals and diagnostic testing listed in the scope of services?

**Answer:**

- Hearing tests - 300 annual
- PFT and Fit testing - 520 annual
- Respirator clearance - Volume estimates are extremely hard to provide as physicals are based on year of last medical exam, age, type of respirator used and current symptoms.
- Bomb Squad - 7
- Clan Lab - 12
- New Fire - routinely around 5
- New Police - routinely around 10-15
- DOT drug and alcohol – based of Federal testing rate (240 in FMCSA and 55 in FTA)
- TB - 375
- Rabies - 11

8) **Question:** Will SCBA fit testing within our clinic be required?

**Answer:** The City desires to have SCBA fit testing performed by the vendor. If you cannot provide it in-house, please provide options for evaluation.

9) **Question:** Attachment D: For the Health Screening transfer, is the employee seen within the clinic (by nurse or provider) and if so is there specific testing needed?

**Answer:** The City's HR Department would provide what testing is needed when an employee is transferring positions.

10) **Question:** Attachment D: Can you clarify what are strength protocols for male/female on the physical qualifications test?

**Answer:**

**Rating Scale ~ 0-1 = limitation. No more  
Than one limitation on test**

- 0 = Unable to perform test**
- 1 = Performs test with limitations**
- 2 = Performs test with no limitations**
- 3 = Performs test above expectations**

**Results:**

<b>Upper Muscular Strength Protocol</b>		<b>Trunk Abdominal Protocol</b>	
<b>Chest Press: Weight pushed/body weight (50%)</b>		<b>Bent Knee Sit-Up</b>	
<b>Male</b>	<b>Female</b>	<b>Male</b>	<b>Female</b>
<b>0 = &lt;0.3</b>	<b>0 = &lt;8</b>	<b>0 = &lt;10</b>	<b>0 = &lt;8</b>
<b>1 = 0.3 – 0.5</b>	<b>1 = 0.4 – 0.5</b>	<b>1 = 11-15</b>	<b>1 = 9-12</b>
<b>2 = 0.5 x .75</b>	<b>2 = 0.6 x 0.8</b>	<b>2 = 16-25</b>	<b>2 = 13-20</b>
<b>3 = &gt;.75</b>	<b>3 = 0.9 – 1.0</b>	<b>3 = 26-30</b>	<b>3 = 21-25</b>

11) **Question:** Attachment D: On current process grid, what is “PSA”?

**Answer:** Physical Requirement Analysis.

12) **Question:** Attachment G: Can you clarify “DIV” testing?

**Answer:** Division

13) **Question:** The Proposal Pricing Submittal Form requests a firm fixed unit price for each service listed. However, some of the services listed include multiple services or may vary situational. An example is Injury Care and Physical Therapy. There could be many different prices depending on location of treatment (clinic, emergency room), severity of injury, and

level of treatment. Can we include an addendum that breaks out some of the common pricing for these services?

**Answer:** Yes, that is acceptable.

14) **Question:** What does EIASFY, SLWST, and WPC stand for? These are located on the Hepatitis Vaccination Distribution List for New Hires under Attachment D.

**Answer:** They are departments within the City:

- EIASFY – Eastern Iowa Airport
- SLWST – Solid Waste
- WPC – Water Pollution Control

15) **Question:** What positions require the Physical Assessment listed under Attachment D? Who currently performs this test?

**Answer:** Physical Assessments are currently performed through Linn County Physical Therapy.

16) **Question:** What do PAF and HAHS stand for? These are located on page 18 of Attachment D.

**Answer:**

- PAF = personnel action form. This form is the official document for employment related actions
- HAHS = another internal personnel action form related to health assessments.

17) **Question:** Can you define Functional Capacity Evaluation. We want to confirm that we are using the term to describe the same service

**Answer:** The City's Personnel Policy contains a section named Fit for Duty which means a medical evaluation for job fitness to ensure that employees are medically fit to perform their job function. This would be relative to an individual who has been off sick or if there is a question about an employee's medical fitness. The term functional capacity evaluation would be an interchangeable term for Fit for Duty as well as used when working with job injuries and a set of tests and observations that determine the ability of an injured worker.

18) **Question:** For the RFP, do the insurance certificates need to be attached with the bid or do you just need the Certification Regarding Ability to Obtain Required Insurance filled out and get the certificates prior to the contract being approved.

**Answer:** The Certificate Regarding Ability to Obtain Insurance is the only document required for the proposal submittal.

19) **Question:** For physical ability testing portion, will we be expected use the test that has already been developed or will we be able to do our own job analysis and develop our own test?

**Answer:** The City is looking to collaborate with the occupational health provider in order to update testing as needed.

20) **Question:** Could you tell me what you currently do for the Commercial driver fitness determination? We can do this, but not sure you want this as part of a physical therapy program.

**Answer:** A new requirement for CDL physicals has been implemented by the City. Now each employee who is required to maintain a CDL license is responsible for obtaining their own physical and medical requirements.

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All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment B). The deadline for sealed proposals is Friday, December 1, before 3:00 pm CST at the Office of the City Clerk, 101 First Street SE, Cedar Rapids, IA 52401.