Minutes – Executive Policy Committee – July 15, 2011

REPORTS

Minute No. 405 Single Source Negotiation – Supply of Occupational Health Physician Services

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee concurred in the recommendation of the Winnipeg Public Service and approved the single source negotiations with Joseph Polimeni Medical Corporation and Dr. Christa Mason for the supply of Occupational Health Physician services for a three year period from July 28, 2011 to July 28, 2014 as follows:

1. Each Physician will be compensated at the rate of $200.00 per hour (approximately $140,000 in total for both physicians per year);

2. Each Physician to provide medical services seven (7) hours per week or as otherwise mutually agreed upon;

3. The terms of this Agreement shall be three (3) years from the date of the signing of the Agreement, with a provision for the City to terminate the contract without cause and without compensation upon three months' notice.

DECISION MAKING HISTORY:

Moved by Councillor Fielding,

That the recommendation of the Winnipeg Public Service be concurred in.

Carried

ADMINISTRATIVE REPORT

Title: **Single Source Negotiation for the Supply of Occupational Health Physician Services for the City of Winnipeg.**

Critical Path: **Executive Policy Committee**

AUTHORIZATION

Author	Department Head	CFO	CAO
J. Halliburton	L. Burch	M Ruta CFO	A Robinson Deputy CAO

RECOMMENDATIONS

That the Executive Policy Committee approves single source negotiations with Joseph Polimeni Medical Corporation and Dr. Christa Mason for the supply of Occupational Health Physician services for a three year period from July 28, 2011 to July 28, 2014 as follows:

1. Each Physician will be compensated at the rate of $200.00 per hour (Approx. $ 140,000 in total for both physicians per year);

2. Each Physician to provide medical services seven (7) hours per week or as otherwise mutually agreed upon;

3. The terms of this Agreement shall be three (3) years from the date of the signing of the Agreement, with a provision for the City to terminate the contract without cause and without compensation upon three months' notice.

REASON FOR THE REPORT

Approval of Executive Policy Committee is required for any single source negotiations for Consultant Services where the estimated value of the Consultant Service, other than those relating to capital projects, exceeds $35,000 in total, including all phases of any given project (as per Administrative Standard FM-002).

IMPLICATIONS OF THE RECOMMENDATIONS

Occupational Heath Physician services are used by all City departments. Occupational Health is seen as a value-added service particularly in the areas of safety sensitive positions, fitness for duty, return to work issues and substance abuse. Occupational Health services are also required for legal (e.g. immunizations) and legislated purposes (e.g. annual audiograms).

The expenditure for the first year of the term is within approved current budgets. As the contract to be negotiated with the Physicians will allow for termination without cause upon three (3) months' notice, there is no absolute commitment for future budgets.

HISTORY

The Occupational Health Program consists of occupational health nurses assigned to specific departments working with an occupational health physician. The City requires occupational health physician services two days per week. A number of the occupational health services we are mandated to deliver require oversight of a physician (e.g. annual audiometric testing; immunizations).

The organization has identified the need for access to health related resources to expedite the return to work process and wanted to see a broader spectrum of health professionals available to City departments. Based on these identified needs, the organization felt it would be beneficial to acquire the services of more than one Occupational Health Physician to provide the two days per week of service required.

The previous occupational health physician who worked two days per week had advised the organization that he would no longer provide services after February 2011. An RFP (753-2010) was issued for occupational health physician services but no responses were received.

Subsequently, two physicians indicated an interest. On February 23, 2011, their services as consultants were engaged for a 5 month period under the authority of the Director of Corporate Support Services. Short term contracts were utilized to initially engage the two new physicians to prevent a gap in service.

The short term contracts expire July 27, 2011. To enter into long term agreements, Executive Policy Committee approval is required.

FINANCIAL IMPACT

Financial Impact Statement **Date:** June 15, 2011

Project Name: **First Year of Program** **2011**

Single Source Negotiation and Award of Contract for the Supply of Occupational Health Physician Services for the City of Winnipeg

	2011	2012	2013	2014	2015
Capital					
Capital Expenditures Required		$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Operating	$ 58,333	$ 140,000	$ 140,000	$ 81,667	$ -
Debt & Finance (I/P Payments)					
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 58,333	$ 140,000	$ 140,000	$ 81,667	$ -
Less: Existing Budget Amounts	58,333	140,000	140,000	81,667	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

1. Budget is available through Corporate Support Services Department approved Operating budget, Deptid 346404.
2. The suppliers are GST & PST Exempt.
3. 3-year operating cost is $420,000 from July 28, 2011 to July 28, 2014. 2011 has been prorated to 5 months operating costs of $58,333 and 2014 has been prorated to 7 months operating costs of $81,667.

original signed by J. Romaniuk for R. Abeysekera

R. Abeysekera
Manager of Finance (Campus)
Corporate Finance Department

CONSULTATION

In preparing this report there was consultation with:

Legal Services
Corporate Finance, Materials Management Division

SUBMITTED BY

Department:	Corporate Support Services
Division	Human Resource Planning and Services
Prepared by:	J. Halliburton
Date:	June 24, 2011
File No.	