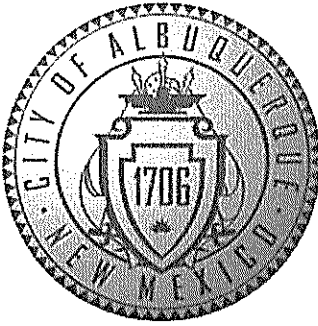


EC-22-100



CITY OF ALBUQUERQUE

Albuquerque, New Mexico


Office of the Mayor

Mayor Timothy M. Keller

INTER-OFFICE MEMORANDUM

May 26, 2022

TO: Isaac Benton, President, City Council

FROM: Timothy M. Keller 

SUBJECT: Approval of On-site Medical services with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers

Transmitted herewith for City Council consideration and approval is On-site Medical services with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers and the City of Albuquerque Department of Finance and Administrative Services, Risk Management Division for On-site Medical services for the City of Albuquerque.

The City of Albuquerque Department of Finance and Administrative Services, Risk Management Division, has agreed upon temporary use of Contractor's Singer location and to expand provided services to the City.

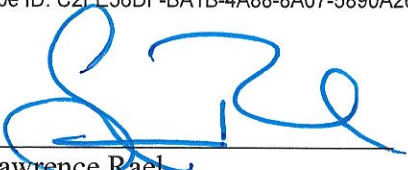
This proposed supplement with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers, is for On-Site Medical services for Six Hundred Thousand Dollars (\$600,000.00).

Immediate action is needed in order to ensure on-going services being delivered by Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers continues without any disruption.

SUBJECT: Approval of On-site Medical services with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers

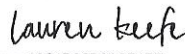
Approved:

Approved as to Legal Form:


Lawrence Rael
Acting Chief Administrative Officer

DS
BMR

DocuSigned by:



5/31/2022 | 4:42 PM MDT


1A21D98D32C74EE...
Esteban A. Aguilar, Jr.
City Attorney

Date: 6/16/22

Date: _____

Recommended:

DocuSigned by:



5/27/2022 | 9:24 AM PDT

FE311EBF1D8E43C...

Stephanie Yara
Director, Department of Finance & Administrative Services

Date: _____

Reviewed:

DocuSigned by:



6393AC1BB5C845E...

Risk Manager

Date: 5/27/2022 | 9:49 AM MDT

Cover Analysis

1. What is it?

This is a request for approval to add additional funds and services with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers.

2. What will this piece of legislation do?

This legislation will authorize Risk Management to add additional funds into the contract with Occupational Health Centers of the Southwest P.A, dba Concentra Medical Centers for: 1) the City's temporary use of Contractor's Singer medical facility; 2) moving expenses to and from the temporary space; 3) increased operating and labor costs associated with adding physical therapy and radiology services to the on-site Employee Health Center ("EHC"); and 4) to purchase additional equipment and supplies for the expanded portion of the EHC.

3. Why is this project needed?

Supplement is needed to continue providing employee health services seamlessly and improve quality of service by expanding the Employee Health Center by adding the additional services of physical therapy and radiology.

4. How much will it cost and what is the funding source?

An estimated annual cost for On-site Medical services is \$600,000.00.

The funding source is Risk Management Fund 705, Account 520500, and Department 2542003

5. Is there a revenue source associated with this Plan? If so, what level of income is projected?

N/A.

FISCAL IMPACT ANALYSIS

TITLE: Concentra Extension

R:
FUND: 705

DEPT: 2542003

O:

- ☒ No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- ☐ (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	Fiscal Years			
	2022	2023	2024	Total
Base Salary/Wages				-
Fringe Benefits at	-	-	-	-
Subtotal Personnel	-	-	-	-
Operating Expenses		-		-
Property		-	-	-
Indirect Costs	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -
<div><input checked="" type="checkbox"/> Estimated revenues not affected</div> <div><input type="checkbox"/> Estimated revenue impact</div>				
Revenue from program				0
Amount of Grant		-	-	
City Cash Match				
City Inkind Match				
City IDOH	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -

These estimates do not include any adjustment for inflation.
* Range if not easily quantifiable.

Number of Positions created

COMMENTS:

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY: Alan R. Gutowski, Risk Finance Manager

DocuSigned by:

Alan R. Gutowski

5/27/2022 | 10:11 AM MDT

6D78DE9533434F3...

FISCAL MANAGER

APPROVED:

DocuSigned by:

Sophya M...

5/27/2022 | 9:24 AM PDT

1E27F0740E43C...

DIRECTOR (date)

REVIEWED BY:

DocuSigned by:

Jayne Aranda

5/31/2022 | 4:07 PM MDT

518A97282A354C7...

EXECUTIVE BUDGET ANALYST

DocuSigned by:

Lawrence L. Davis

5/31/2022 | 4:31 PM MDT

8027ED78ED05495...

BUDGET OFFICER (date)

DocuSigned by:

Christina Baumer

5/31/2022 | 4:32 PM MDT

E02C282343CC47D...

CITY ECONOMIST

FOURTH SUPPLEMENTAL AGREEMENT

THIS FOURTH SUPPLEMENTAL AGREEMENT is made and entered into as of the date of the last signature below, by and between the City of Albuquerque, New Mexico, a municipal corporation (hereinafter referred to as the "City"), and Occupational Health Centers of the Southwest, P.A., dba Concentra Medical Centers, whose address is PO Box 9009, Broomfield, CO 80021 (hereinafter referred to as the "Contractor").

RECITALS

WHEREAS, the City and Contractor entered into an Agreement, dated April 24, 2019, hereinafter referred to as the "Original Agreement", whereby the Contractor agreed to render certain professional services to the City; and

WHEREAS, the City and the Contractor entered into a First Supplemental Agreement, an update to changes made to Exhibit D – Fee Schedule for Onsite Medical services to reflect an updated rate for the Medical Director; and

WHEREAS, the City and the Contractor entered into a Second Supplemental Agreement to add the required annual funds of \$1,400,000.00, increasing the total contract amount to a total of \$2,800,000.00; and

WHEREAS, the City and the Contractor entered into a Third Supplemental Agreement to add the required annual funds of \$1,400,000.00, increasing the total contract amount to a total of \$4,200,000.00; and

WHEREAS, the City has determined the need to add an additional \$600,000.00 to the agreement, increasing the total contract amount to \$4,800,000.00, for the City's temporary use of Contractor's Singer medical facility located at 3811 Commons Avenue NE, Albuquerque, New Mexico 87109 (the "Singer Center"), moving expenses to and from the temporary space, increased operating and labor costs associated with adding physical therapy and radiology services to the on-site Employee Health Center ("EHC"), and to purchase additional equipment and supplies for the expanded portion of the EHC.

NOW, THEREFORE, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

1. The Original Agreement is amended by deleting Exhibit C and replacing it with the attached Exhibit C incorporated by reference.

2. Section 2(A) of the Original Agreement is hereby amended to read as follows:

Compensation. The City agrees to pay the Contractor Service Fees as defined in Exhibit D and Exhibit D-1, and attached hereto, up to the total amount of Four Million Eight Hundred Thousand and No/100 Dollars (\$4,800,000), which amount includes an applicable gross receipts taxes and which amount shall constitute full and complete compensation for the Contractor's Services under this Agreement. The Contractor agrees to maintain rates as set forth in the attached Exhibit D and Exhibit D-1, for the twelve (12) months following the execution of this Agreement.

3. Section 2(B)(3) of the Original Agreement is hereby amended to read as follows:

(3) Reimbursement for actual purchase price of specialized supplies, equipment, and furnishings pre-approved in writing by the City shall be made only if invoiced to the City after costs were incurred, along with back-up documentation to identify the items purchased. Additional back up documentation shall be provided if requested by the City. Upon reimbursement, any supplies, equipment, and furnishings reimbursed by the City shall immediately become the property of the City. Contractor shall be responsible for such supplies, equipment, and furnishings while in the possession and control of the Contractor and the Contractor agrees to reimburse the City for any loss or damage to the supplies, equipment and furnishings that is beyond reasonable wear and tear, as determined by the City in its sole discretion.

4. Section 28 of the Original Agreement is hereby amended to read as follows:

28. **Temporary Employee Health Center Shutdown.** The term "Temporary Shut-down" shall include: (i) a furlough (of any nature) imposed by City; (ii) maintenance or construction at City's business location that prohibits reasonable access; (iii) an unforeseen conflict at the Employee Health Center not caused by Contractor or its personnel, which prohibits reasonable access; (iv) any other closure of the Employee Health Center or City's business location for reasons outside of Contractor's control. When a Temporary Shut-down is in effect, the parties may mutually agree to temporarily relocate the onsite Employee Health Center to an off-site location. Any temporary relocation of the on-site Employee Health Center shall not exceed 364 days. The parties shall mutually agree on any temporary Employee Health Center location and the duration of the temporary relocation. The parties shall mutually agree on when a temporary relocation of the onsite Employee Health Center shall cease and when the onsite Employee Health Center shall be relocated back to the City's regular business location. In the event of a Temporary Shut-down for which the City chooses not to relocate the onsite Employee Health Center, City shall compensate the Employee Health Center personnel, pursuant to Exhibit B, any amounts that would have been owed but for the closure of the Employee Health Center for that Temporary Shut-down; provided that the Contractor relocates Employee Health Center personnel to another location and continues to provide services.

5. The Original Agreement is hereby amended to add the following sections:

31. **Temporary Offsite Location.** Contractor agrees to temporarily provide the Services of the Agreement at its Singer Center. The parties agree that Contractor shall have no obligation to continue providing Services at the Singer Center but may choose to do so in its sole discretion. The parties agree that Contractor shall provide the City with no less than sixty (60) days' written notice prior to discontinuing Services at Contractor's Singer Center

6. Except as herein expressly amended, the terms and conditions of the Original Agreement, as amended, shall remain unchanged and shall continue in full force and effect unless there is a conflict between the terms and conditions of the Original Agreement any supplemental agreement, in which event, the terms and conditions of this Fourth Supplemental Agreement shall control.

7. This Fourth Supplemental Agreement shall not become binding upon the City until approved by the highest approval authority of the City required under this Agreement.

IN WITNESS WHEREOF, the City and the Contractor have executed this Fourth Supplemental Agreement as of the date of the last signature below.

CITY OF ALBUQUERQUE

Approved By:

Lawrence Rael
Acting Chief Administrative Officer

Date:_____

Stephanie Yara, DFAS Director

Date:_____


Risk Manager

Date:_____

Jennifer Bradley
Chief Procurement Officer

Date:_____

**CONTRACTOR: Occupational Health
Centers of the Southwest, P.A., dba
Concentra Medical Centers**

By: DocuSigned by:

801189CF35924C55
Robert G. Hassett, DO, MPH
President, Treasurer, & Corporate
Secretary

Date: 5/23/2022

Exhibit C**Onsite Services****Performed at 3811 Commons Avenue NE, Albuquerque, New Mexico 87109****1. Location.** Services provided at the following location:

Temporary Health Center address	City, State, Zip	Onsite Contact
3811 Commons Avenue NE	Albuquerque, New Mexico 87109	Celina Martinez (505) 768-3098

2. Description of Services. The Contractor shall perform the following Services in a satisfactory and proper manner, as determined by the City:

A. Employee Health Center. The City shall be temporarily located at the Contractor's business locations of 3811 Commons Avenue NE, Albuquerque, New Mexico 87109 to conduct the Services required under this Agreement.

B. Standards. The Contractor shall furnish Services as if such Services were still being performed at the on-site locations to care for the City employees who incur on-the-job injuries or occupational diseases, subject to legal restrictions and professional ethics and judgment and otherwise in accordance with the Medical Practice Standards defined by Contractor in Exhibit B and the list of Services set forth in Exhibit C.

C. Scheduling and Staffing. The Contractor shall make best efforts to maintain scheduling in such a manner as to maximize utilization and efficiency and provide adequate professional personnel to staff the Employee Health Center with personnel qualified as defined by Contractor in Exhibit B, to provide the Services set forth in Exhibit C from 7:00 A.M. to 5:00 P.M., Monday through Friday, except designated holidays. The operation of the Contractor Center including hours of operation and staffing may be subject to change by notice to City by Contractor.

D. Treatment of On-the-job Injuries and Occupational Diseases.

- i. The Contractor shall furnish on-site medical care to City employees who incur on-the-job injuries or occupational diseases, subject to legal restrictions and professional ethics and judgment. The Contractor shall emphasize the following: earliest possible return to work, employee health and wellness, ergonomic assessments, and permanent impairment assessments.
- ii. The Contractor shall develop written procedures for Contractor staff to follow for the review of City job descriptions and physical capacity requirements to determine the likelihood of an injured worker's recovery sufficient to permit a return to work or modified work, and to devise rehabilitation plans complying with statutory and administrative requirements. The Contractor shall advise the Risk Management Division immediately if any clarification of job descriptions and physical capacity requirements are required. The Contractor shall make initial effort to contact Risk Management Division by phone and follow up by e-mail if necessary.
- iii. The Contractor shall emphasize medical management (coordination) to facilitate the best therapeutic result as well as the earliest possible return to work for injured employees.
- iv. The Contractor shall provide oversight and coordination of medical care on any case that requires a referral to an outside medical specialist, specifically including but not limited to chronic pain management. This section includes the following requirements:
 - a. For workers' compensation referrals, the Contractor shall obtain the City's prior written authorization to make outside medical specialist referrals from the Risk Management Division except where agreed upon by all parties.
- v. The Contractor agrees that timeliness is critical to the provision of medical care and to the proper handling of workers' compensation claims. To that end, the Contractor shall adhere to the following requirements:
 - a. Request adjuster approval within twenty-four (24) hours of the provider's order.
 - b. Schedule outside referral appointments within forty-eight (48) hours of adjuster approval.
 - c. Provide outside referral specialists with medical records and reports in advance of specialists' appointments, where feasible.

- d. Timely obtain outside referral medical records and reports; as well as, emergency room reports, and primary care provider records when deemed appropriate to avoid duplication of care.
- vi. The Contractor shall establish injury causation, physical capacity related to the job and activities of daily living, motivation of the injured employee, and recommendation for return to regular duty or light duty work.
- vii. The Contractor shall establish target dates for course of treatment for each injured worker: return to work dates; maximum medical improvement dates.
- viii. The Contractor shall assess and document the medical conditions unrelated to work for the City, as well as pre-existing conditions.
- ix. The Contractor shall develop written procedures to have direct and ongoing communications with the injured employees and every doctor or specialist treating the injured employees.
- x. The Contractor's staff shall assist directly in return-to-work efforts by offering medically appropriate encouragement, assistance, and authorization of return-to-work with/without restrictions.
- xi. The Contractor shall notify the Risk Management Division within one (1) working day of the appointment in the Employee Health Center, of any alleged work-related injury or condition that may not be legitimately caused by a job-related illness or injury as defined by the Workers' Compensation Act.
- xii. The Contractor shall make all pertinent medical records available for any workers compensation legal proceedings.
- xiii. The Contractor shall provide live testimony and participate in depositions when requested by the City at the City's sole expense. The City shall not incur additional fees for these litigation related services over and above the contractual rates contained in this Agreement, unless the Contractor's participation in litigation necessitates the hiring of Back-Fill Personnel as provided in Section 5(E) of the Agreement.
- xiv. The Contractor shall ensure that its physicians shall either actively pursue or maintain certification as Independent Medical Examiners, (CIME)™ and perform impairment rating evaluations as determined by medically or scientifically demonstrable findings as presented in the American Medical Association's "Guides to the Evaluation of Permanent Impairment" pursuant to the New Mexico Workers' Compensation Act and shall apportion the extent of any pre-existing condition and the on-the-job injury in determining permanent impairment resulting from on the on-the-job injuries.
- xv. The Contractor shall perform comprehensive medical examinations (six-month evaluation reviews) of injured employees as directed by the New Mexico Workers' Compensation Administration or Risk Management Division. As part of these reviews, the Contractor shall review medical records from outside providers, provide a medical summary and give medical opinions regarding work relatedness of diagnoses, treatment, medications, work restrictions, maximum medical improvement and impairment ratings and address written questions submitted by counsel representing the City or injured worker.
- xvi. The Contractor shall provide oversight and coordination of medical care on any case that requires a referral to an outside medical specialist. The Contractor shall continue to oversee the management of the patient's care and will remain the authorized health care provider during the time of performance of this Agreement.

E. Physicals

- i. The Contractor acknowledges that physicals are an essential part of both the employment process and for support of a preventative program to track any medical condition that begins to appear and immediately identify non-work-related conditions, offer appropriate referrals for treatment and ultimately protect the employee from further complications.
- ii. The Contractor shall perform on-site pre-employment medical examinations as required for particular positions.
- iii. The Contractor shall perform on-site in-service, periodic, transfer and promotional medical examinations as required for particular positions.
- iv. The Contractor shall perform fitness for duty examinations each year to determine if employees with personal medical conditions can safely return to work.

- v. As required for particular positions, the Contractor shall perform commercial driver's license medical/physical examinations each year in accordance with the requirements of the Federal Motor Carrier Safety Regulations and the U.S. Department of Transportation.
- vi. For pre-employment, in-service, periodic, transfer and promotional physicals, the Contractor shall obtain prior written authorization to make outside medical specialist referrals from the Risk Management Division.

F. Other Services.

- i. The Contractor shall ensure the Medical Director oversees the medical examinations and the medical care delivered in the Employee Health Center and provide quality control over the Employee Health Center. The Medical Director shall provide and maintain current evidence based written medical protocols as procedures to be followed by all the Contractor's medical staff.
- ii. The Contractor shall ensure a physician is certified and perform as the Medical Review Officer (MRO) for the City for any alcohol and drug testing to include tests for anabolic steroids and otherwise in accordance with 49 CFR Part 40 as amended. The MRO shall provide testimony or other information and cooperate as requested by the Risk Management Division or City legal representatives, in any City pre-disciplinary hearing, disciplinary hearings, grievance hearings, appeals processes, etc. The Contractor shall not be required to provide any information or live testimony in violation of medical records confidentiality standards unless the patient signs a release authorizing the disclosure.
- iii. The Contractor shall assist the City in reviewing job descriptions, physical capacity and functional job requirements.
- iv. The Contractor shall assist the City in developing a hearing conservation program following Federal requirements such as O.S.H.A. mandated audiometric testing and medical surveillance.
- v. The Contractor shall provide inoculations as indicated by an employee's occupational title and job requirements. Inoculations will be provided during pre-employment, in-service, periodic, promotional, commercial driver's license or coordinated vaccine clinic. The Contractor will provide the employee with educational materials regarding the inoculation as well as follow up (reminder) cards for any inoculation that is administered in a series or requires a follow up titer. The Contractor shall send by e-mail a report detailing employees (by name and employee identification number) who require follow up inoculations every month to each Department's Personnel Officer (HR rep) with a copy to Risk Management Division.
- vi. The Contractor shall follow blood borne pathogen exposure protocols, per requirements set forth by OSHA, the Centers for Disease Control and New Mexico Department of Health.
- vii. The Contractor shall maintain a written up-to-date inventory of all medical supplies, medical equipment and medications within the Employee Health Center, and shall supply such inventory to the City upon request. The Contractor agrees that all medical supplies, medical equipment and medications purchased by the City shall remain the property of the City and shall remain in the Employee Health Center at all times. This section includes the following requirements:
 - a. Recommend to the Risk Management Division the proper stock of medical supplies and medicines for the Employee Health Center, including limited prescription and non-prescription drugs, which are for use solely in the clinic.
 - b. Recommend to the Risk Management Division additional medical equipment necessary for the operation of the Employee Health Center.
 - c. After obtaining written approval from the Risk Management Division for purchase of additional medical equipment, supplies, drugs, and medicines, all such items shall be provided by the Contractor at cost. The Contractor shall have no authority to incur expenses or obligations on behalf of the City unless specifically authorized in writing.
- viii. The Contractor shall assist the Risk Management Division in the analysis of medical claims to identify potential problem areas which can be controlled through loss prevention and safety implementation and shall assist in conducting training about medical exposures.

3. Types of Services.

Occupational Health

- Work-related injury and illness assessment
- Examination and Management
 - Pre-placement physical
 - Fitness for duty physical
 - DOT Physical
 - Firefighter physical
 - Police physical

- Hazmat physical
- OSHA physical
- Return to work physical
- Medication and Injections
- Laboratory Collection
- Care Coordination/Case Management
- Special Testing - Diagnostic:
 - Audiogram
 - Pulmonary function
 - Chemical exposure
- Assessments
 - Respiratory clearance
 - Injury Prevention Training
- LOA return to work physical
- Transfer physical
- Bloodborne pathogens
- EKG
- Visual acuity - Titmus
- TB skin test
- X-ray
- Ergonomic Assessments
- Job Analysis

Pharmacy

4. Staffing: The Contractor agrees to provide the following staff:

Physician/Mid-Level			
	FTE Count	Hours Per Week	Backfill
Center Medical Director	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Physician(s)	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
General & Support Staff			
	FTE Count	Hours Per Week	Backfill
Center Operations Director	1.0	40	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Medical Assistant (MA)	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Medical Assistant (MA)	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Medical Assistant (MA)	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Medical Assistant (MA)	1.0	40	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Care Coordinator	1.0	40	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

5. Hours of Operation:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7am-5pm	7am-5pm	7am-5pm	7am-5pm	7am-5pm	Closed	Closed

*The hours of operation set forth in this Exhibit C are the general hours the Employee Health Center will be open. Specific services may be offered at various times within the hours of operation as agreed to by the parties in writing and as adjusted from time to time.

6. Holidays:

New Year's Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Martin Luther King Jr. Day	<input checked="" type="checkbox"/> Staffed	<input type="checkbox"/> Not Staffed
President's Day	<input checked="" type="checkbox"/> Staffed	<input type="checkbox"/> Not Staffed
Memorial Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Independence Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Labor Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Veterans' Day	<input checked="" type="checkbox"/> Staffed	<input type="checkbox"/> Not Staffed
Thanksgiving Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Day After Thanksgiving	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed
Christmas Day	<input type="checkbox"/> Staffed	<input checked="" type="checkbox"/> Not Staffed

7. Eligible Participants: Employees

8. Fees to Patients for Services at Onsite:

Co-Pay: None

Third-Party Billing: None

Processing Fees: None

9. Electronic Medical Records: Contractor Electronic Medical Records

Exhibit D

Fee Schedule – Onsite

Services performed at 3811 Commons Avenue NE, Albuquerque, New Mexico 87109

<u>Labor Fees</u>				
Role	# of Positions	Year 4 Hourly Fee	Year 4 Monthly Fee	Year 4 Annual Fee
Medical Director (MD or DO)	1.00	\$186.35	\$32,300.08	\$387,600.96
Center Operations Director	1.00	\$64.25	\$11,135.88	\$133,630.50
Medical Doctor (MD or DO)	1.00	\$160.49	\$27,817.80	\$333,813.58
Technicians/Medical Assistants	4.00	\$27.34	\$18,952.47	\$227,429.60
Care Coordinator (LPN/RN)	1.00	\$55.43	\$9,608.71	\$115,304.49
TELEMEDICINE OFFICE VISIT	As Needed	New Mexico State Fee Schedule (billed to injury claim)		
Role	# of Positions	Year 5 Hourly Fee	Year 5 Monthly Fee	Year 5 Annual Fee
Medical Director (MD or DO)	1.00	\$190.07	\$32,946.08	\$395,352.96
Center Operations Director	1.00	\$65.53	\$11,358.59	\$136,303.11
Medical Doctor (MD or DO)	1.00	\$163.70	\$28,374.15	\$340,489.85
Technicians/Medical Assistants	4.00	\$27.88	\$19,331.52	\$231,978.19
Care Coordinator (LPN/RN)	1.00	\$56.54	\$9,800.88	\$117,610.58
TELEMEDICINE OFFICE VISIT	As Needed	New Mexico State Fee Schedule (billed to injury claim)		

Section B: Estimated Operational Monthly Fees				
Description	Estimated Monthly Fee (no profit)	Notes		Total Estimated Annual Cost

CONSUMABLE SUPPLIES/MEDICAL DISPOSALS (estimated)	\$1,662.00	Concentra will pass through actual cost without additional markup or management fee. Passed through items include, but are not limited to: medical supplies, office supplies, printing, postage	\$19,944.00
LABORATORY ANALYSIS (estimated)	\$1,479.00	Concentra will pass through actual cost without additional markup or management fee. Items include, but are not limited to, laboratory fees, supplies and shipping of specimens.	\$17,748.00
PHARMACEUTICALS (estimated)	\$2,411.00	Concentra will pass through actual cost without additional markup or management fee	\$28,932.00
RADIOLOGY (estimated)	\$1,042.00	Concentra will pass through actual cost without additional markup or management fee	\$12,504.00
VACCINATIONS (estimated)	\$0.00	Vaccination costs included in supply cost above.	\$0.00
CARDIOVASCULAR TESTING (estimated)	\$750.00	Concentra will pass through actual cost without additional markup or management fee	\$9,000.00
BIOHAZARD REMOVAL (estimated)	\$50.00	Concentra will pass through actual cost without additional markup or management fee	\$600.00
ONSITE EQUIPMENT REPAIR, MAINTENANCE, ETC. (estimated)	\$750.00	Concentra will pass through actual cost without additional markup or management fee. Passed through items include equipment maintenance, repair, calibration, etc.	\$9,000.00
EMR SYSTEM (Fixed fee)	\$2,408.33	Fee listed for staffing model listed above.	\$28,900
EMR SYSTEM (One time set up fee for Radiology)		Cost of EMR license set up for Radiology Tech	\$1,600.00
Concentra Facility Fee	\$9,000.00	Includes the use of Concentra's Singer location space	\$108,000
Moving company (One time estimated cost)		To prep space in the Singer clinic, movers will be necessary	\$958.64
Data Drop set up (One time estimated cost)		Anticipate needing to add data drops to Singer conference room to convert to a lobby	\$900
Fax Line (annual estimated cost)	\$52.95	Additional Fax line costs at Singer location	\$635.40
Signage		All signage costs to be passed through as incurred	TBD
SECTION B: SUBTOTAL ESTIMATED ONGOING OPERATIONAL FEES			\$235,263.00

Exhibit D-1
Fee Schedule –
Physical Therapy

<u>Labor Fees</u>				
Role	# of Positions	Year 4 Hourly Fee	Year 4 Monthly Fee	Year 4 Annual Fee
Physical Therapist	1.00	\$79.33	\$13,750.00	\$165,000
Radiology Tech	1.00	\$51.44	\$8,916.67	\$107,000

Role	# of Positions	Year 5 Hourly Fee	Year 5 Monthly Fee	Year 5 Annual Fee
Physical Therapist	1.00	\$80.92	\$14,025.00	\$168,300.00
Radiology Tech	1.00	\$52.47	\$9,095.00	\$109,140.00

Section B: Estimated Operational Monthly Fees			
Description	Estimated Monthly Fee (no profit)	Notes	Total Estimated Annual Cost
PT CONSUMABLE SUPPLIES (estimated)	\$169.33	Therapy Related Consumable supplies. Concentra will pass through actual cost without additional markup or management fee.	\$2,032.00
PT EMR License (one-time fixed fee)		Cost of EMR license set up for PT	\$4,900.00
PT EMR LICENSE (fixed)	\$208.33	Cost of EMR license for PT	\$2,500.00
SECTION B: SUBTOTAL ESTIMATED ONGOING OPERATIONAL MONTHLY FEE			\$4,532.00

1. Staffing: The Contractor agrees to provide the following staff:

General & Support Staff				
	FTE Count	Hours Per Week	Backfill	
Physical Therapist (PT)	1.0	40	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Radiological technician (RT)	1.0	40	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

2. Description of Services added with the positions listed above. The Contractor shall perform the following Services in a satisfactory and proper manner, as determined by the City:

Radiology

- X-ray's

Physical Therapy

Injury Assessment & Rehabilitation:

- Electrical Modalities
- Therapeutic Exercise
- Flexible Taping
- Manual Therapy
- Joint Manipulation
- Dry Needling
- Work Conditioning

MSD First Aid Services:

- Early Reporting MSD Assessment

Non-Injury Services:

- Office & Industrial Ergonomic Assessment
- Functional Job Analyses
- Wellness & Preventive Services
- Return to Work & Fit for Duty Management

- First Aid MSD Care

- Injury Prevention Training
- Preventative Musculoskeletal Screening
- Preventive Stretching and Exercise Programs
- Post-Offer, Pre-Placement Functional Testing