

**ITEMS REQUIRING COUNTY MANAGER APPROVAL  
PER CHARTER RESOLUTION 68  
February 21, 2019**

**ERGONOMIC ASSESSMENTS AND TRAINING -- VARIOUS DEPARTMENTS  
FUNDING -- VARIOUS DEPARTMENTS**

(Request sent to 10 vendors)

RFP # 18-0049 Contract

	Worksafe Physical Therapy, Inc. dba Worksafe Physical Therapy	Humanscale Corporation	ARC Physical Therapy
Assessments	\$375.00 each plus \$150.00 per hour if additional assistance is required	1.5 Hours for \$375.00 Virtual follow up for 30 minutes for \$125.00 Onsite follow up for \$185.00 Plus 3% administration fee on all invoices	<b>\$150.00 per hour</b>
Workshops and Employee Training	12 - 45minute free sessions, thereafter \$275.00 each	\$1000.00 per half day \$1700.00 entire day Minimum group of 20 people for basic training	<b>\$150.00 per hour</b>

The recommendation of Purchasing and various county departments is to **accept the proposal from ARC Physical Therapy at the rates listed above for three (3) years with two (2) one (1) year options to renew, for a not to exceed total amount of \$49,999.99.**

An evaluation team comprised of Catherine French - Risk Management, Rob Lawrence - Project Services, Greg Baker - Human Resources and Kristen McGovern - Purchasing evaluated all of the proposals submitted for qualifications, methodology and cost of service. Interviews were conducted with all three proposers and references checked.

The committee chose ARC Physical Therapy as having the best overall proposal.

Ergonomic assessments will represent the majority of the services required from the chosen vendor. Periodically, training sessions will be scheduled with groups of county personnel for cost savings. The methodology and cost per assessment provided by ARC Physical Therapy was considered best among the evaluation committee.

On average 35 assessments are conducted per year. Each assessment averages approximately 1 hour.

**APPROVED FEBRUARY 28, 2019**