

## SUMMARY OF RESOLUTION

### Authorization to Enter into an Agreement with a Pool of Firms for Medical Case Management and Vocational Case Management Services

#### Description

Port Authority of Allegheny County (Authority) requires a pool of firms to provide medical case management and a pool of firms to provide vocational case management services (Services). Services include, but are not limited to, medical management services (including peer review services), and vocational placement services (including labor market surveys and/or funded employment). Work tasks will be assigned to the contractors via task-specific work orders on an as-needed basis. The agreements will be for a three-year period with the option of extending the term of the agreements up to an additional two years at the sole discretion of the Authority.

#### Evaluation Committee

Consistent with the Authority's Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, an Evaluation Committee (Committee) was convened to evaluate proposals and recommend the top-rated proposers to perform Services. Committee was comprised of seven members and represented the Legal and Corporate Services, Human Resources and Finance Divisions.

#### Schedule

Request for Proposal No. 11-06 for Services was publicly advertised and an informational meeting was held on August 19, 2011. Six proposals were received for medical case management services and six proposals were received for vocational case management services on September 7, 2011, and were distributed to Committee.

#### Evaluation Process

Committee met to discuss and evaluate the proposals. As a result of the review of the proposals, Committee identified the following firms as the proposers with the highest rated proposals to perform respective Services:

#### **Medical Case Management Services:**

- 1) Wellco Rehab, Inc.
- 2) Alternative Careers and Transitions, Inc.
- 3) Disability Care Management Professionals of Western Pennsylvania, Inc.
- 4) Associates in Rehabilitation Management, Inc.

### **Vocational Case Management Services:**

- 1) Wellco Rehab, Inc.
- 2) Alternative Careers and Transitions, Inc.
- 3) Associates in Rehabilitation Management, Inc.
- 4) Disability Care Management Professionals of Western Pennsylvania, Inc.

Summations of Committee for each of the categories follows.

### **Medical Case Management Services**

In general, Committee determined that the four firms recommended for selection in the category of medical case management services possessed relevant experience in this category. The recommended firms all have a good understanding of the work to be done; staff has excellent experience and appropriate certifications and licenses. Costs are competitive. Wellco Rehab and Alternative Careers and Transitions are both DBEs.

### **Vocational Case Management Services**

In general, Committee determined that the four firms recommended for selection in the category of vocational case management services possessed relevant experience in this category. The recommended firms all have a good understanding of the work to be done; staff has excellent experience and appropriate certifications. Costs are competitive. Wellco Rehab and Alternative Careers and Transitions are both DBEs.

### **Negotiations**

The total not-to-exceed amount recommended for approval for Services is \$300,000 and is to be allocated by the Authority on an as-needed basis through task specific work orders. The agreements will be for a three-year period with the option to extend the term of the agreements up to an additional two years at the sole discretion of the Authority.

## RESOLUTION

**WHEREAS**, Port Authority of Allegheny County (Authority) requires the services of a pool of firms to provide medical case management and a pool of firms to provide vocational case management services (Services). Services include, but are not limited to, medical management services (including peer review services) and vocational placement services (including labor market surveys and/or funded employment); and

**WHEREAS**, in order to obtain qualified firms to perform Services, a Request for Proposal detailing the required scope of services was prepared and publicly advertised; and

**WHEREAS**, six proposals for medical case management services and six proposals for vocational case management services were received on September 7, 2011 and were reviewed and evaluated by the Authority's Evaluation Committee; and

**WHEREAS**, the proposals submitted by Wellco Rehab, Inc.; Alternative Careers and Transitions, Inc.; Disability Care Management Professionals of Western Pennsylvania, Inc.; and Associates in Rehabilitation Management, Inc., have been determined to be the highest-rated proposals for the performance of the medical case management services; and

**WHEREAS**, the proposals submitted by Wellco Rehab, Inc.; Alternative Careers and Transitions, Inc.; Associates in Rehabilitation Management, Inc.; and Disability Care Management Professionals of Western Pennsylvania, Inc., have been determined to be the highest-rated proposals for the performance of the vocational case management services; and

**WHEREAS**, agreements for Services, in a total not-to-exceed amount of \$300,000, which would be allocated on an as-needed basis through task specific work orders, are recommended for approval.

**NOW, THEREFORE, BE IT RESOLVED** that the chief executive officer and/or assistant general manager Legal and Corporate Services/inside general counsel be, and hereby are, authorized to enter into an agreement with the firms listed above for the identified categories of Services, in a form approved by counsel, for a total not-to-exceed amount of \$300,000, to be allocated on an as-needed basis through task specific work orders, and for an initial three-year period with the option to extend the term of the agreement up to an additional two years at the sole discretion of the Authority, and also, to take all such other actions necessary and proper to carry out the purpose and intent of this resolution.