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<b>TO:</b>	<b>CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON DECEMBER 9, 2013</b>
<b>FROM:</b>	<b>SANDRA DATARS BERE MANAGING DIRECTOR HOUSING SOCIAL SERVICES AND DEARNESS HOME</b>
<b>SUBJECT</b>	<b>RFP13-34 PROVIDE PHYSIOTHERAPY &amp; OCCUPATIONAL THERAPY SERVICES AT THE DEARNESS HOME</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director Housing, Social Services and Dearness Home, the following actions **BE TAKEN** with respect to Physiotherapy and Occupational Therapy Services at the Dearness Home, RFP13-34:

- (a) The RFP submission received by Achieva Health, 355 Eglinton Ave., East, Toronto, Ontario M4P 1M5, **BE ACCEPTED**;
- (b) That Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this contract; and
- (c) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order relating to the subject matter of this approval.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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- Physiotherapy Services – Dearness Home (July 22, 2013)

<b>BACKGROUND</b>
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**Purchasing Process**

A request for proposal for the Physiotherapy and Occupational Therapy Services at the Dearness Home was issued and seven (7) submissions were received on October 3, 2013.

An Evaluation Committee consisting of five (5) staff members evaluated the submissions based on pre-determined criteria. The criterion was based on the following requirements:

- Experience in Long Term Care
- Physiotherapy Services offered maximizing the dollars allowed under the new program models
- Occupational Therapy Services provided including the number of occupational therapists, number of on-site hours and projected costs
- Innovative ideas, approaches, resources and programs
- Reference letters

Upon completion of the evaluation of proposal submissions, two (2) Proponents scored exceptionally higher than the other submissions. The Evaluation Committee requested the two (2) Proponents participate in an Interview/Presentation with the Evaluation Committee.

The Evaluation Committee scored both of the Proponents based on answers to questions, overall presentation, and their suitability to be able provide excellent service to the Dearness Home Residents.

Upon completion of the Interview/Presentation, the Evaluation Committee unanimously scored Achieva Health as the highest Proponent and recommend Achieva Health to provide the Physiotherapy Services and Occupational Therapy Services to the Dearness Home Residents.

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**Discussion**

In April of 2013 the Ministry of Health and Long Term Care announced changes effective August 2013 to the physiotherapy model in long term care to move from an OHIP funded model to a single bed allocation model. At this time the Ministry suggested that, on an exceptional basis, homes may be able to find provisions within their procurement policies that allow them to continue with the current provider under the same terms on an interim basis until they are able to procure the required services under a competitive process.

In July of 2013 Civic Administration presented a report to Community and Protective Services to seek approval to amend the contract with the incumbent physiotherapy and occupational therapy service provider in order to accommodate the new terms announced by the Ministry under the single bed allocation model. The approved amendment was an interim measure to give time for a competitive process. The amended contract is set to expire on January 31<sup>st</sup>, 2014 and the new contract will be awarded to Achieva Health as the successful Proponent of the competitive process.

**Financial Impact**

Funding for physiotherapy services is received from the Ministry of Health and Long Term Care and is based on \$750 per year per bed or \$182,250 on an annualized basis. These funds are restricted to providing physiotherapy services and are reconciled as part of the annual reconciliation reporting process.

The cost of occupational therapy services will be funded from existing Ministry funding.

There will be no net increase in cost to the City of London associated with these services.

**Acknowledgements:**

This report was prepared with the assistance of Terri Sue Wyatt, Procurement Officer, Purchasing and Supply.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<b>JANICE BROWN FINANCIAL BUSINESS ADMINISTATOR</b>	<b>SANDRA DATARS BERE MANAGING DIRECTOR HOUSING, SOCIAL SERVICES &amp; DEARNESS HOME</b>
<b>CONCURRED BY:</b>	
<b>MIKE TURNER DEPUTY CITY TREASURER</b>	

cc:      A.L. Barbon, Manager Financial & Business Services  
           Cindy Sheppard, Administrator, Dearness Home  
           John Freeman, Manager Purchasing and Supply  
           Joy Jackson, Risk Management