

**Questions and Answers Pertaining
To
Request for Proposals for Medical Board Services**

Answers to Questions are in Bold.

1. Per V. Terms and Conditions, letter L, no proposal received after the specified date and time will be considered, unless the specified date and time included in this document is extended or all proposals are rejected and a subsequent Request for Proposals is issued.
 - a. Would the ERS City of St. Louis consider extending the Date of Closing a later date in June, perhaps June 16th or 17th or the following week? **No.**
2. Section I. MEDICAL BOARD, the Medical Board must be composed of three (3) physicians who shall arrange for and pass upon all medical examinations required under the Chapter 4.16 of the Revised Code of the City of St. Louis (the “Code”), shall investigate all essential statements and certifications made by or on behalf of a member in connection with an application for disability retirement and shall report in writing to the Board of Trustees its conclusions and recommendations upon all the matters referred to it.

Such Medical Board acts as a body and not as three individual physicians. Its written medical findings and professional conclusions rendered to the Board of Trustees are given the exceptional legal force of being admissible as evidence in and of themselves and do not require the presence and oral supporting testimony of any member of the Medical Board.

- a. Does ERS interpret a “medical examination” as an actual “hands-on” examination or can “medical examination” also be considered a medical claim review for these circumstances not requiring a “hands-on” examination? **Generally, a hands on exam by at least one physician is required. However, in certain circumstances where it is clear the participant is “totally disabled,” a review of sufficient medical records to make the requisite certification to the ERS Board of Trustees will suffice. For example, when a participant is terminally ill and not expected to recover.**
- b. Does ERS require the Medical Board of three physicians to each provide a separate report in writing to the Board of Trustees its conclusions and recommendations upon all matters referred to it? **It may be done either way, but generally all three (3) members of the Medical Board sign one report certifying whether or not the participant is wholly prevented from engaging in any occupation for wage or profit.**
- c. Would the ERS consider a medical claim review of the disability application if it can be clinically determined that a medical examination is

NOT needed? For example, a disability application submitted for Stage IV cancer. **See answer to 2(a).**

- d. Please clarify the Medical Board acts as a body and not as three individual physicians? **The Medical Board acts as a body, at least two members of the Medical Board (physicians) must agree and certify whether or not the participant is wholly prevented from engaging in any occupation for wage or profit.**
 - e. How does the ERS currently assess a member who is wholly prevented from “engaging in any occupation”? **See Section 4.16.040(D)(2) of the Revised Code of the City of St. Louis 1994, as amended (the “Code”).** Is any form of Transferable Skills Analysis completed as part of the current process? **Unknown.**
 - f. Does the ERS currently utilize any type of Vocational Assessments to assess “engaging in any occupation”? The Medical Board may, but ERS does not. At ERS’ request a functional capacity exam may be performed.
 - g. Does the ERS currently utilize any type of Vocational Assessments to assess transferable skills or alternative job availability within a labor market? **The governing plan provisions do not authorize transferable skills or job availability to be taken into account.**
3. How many medical examinations were performed in 2015? **20**
 4. How many functional capacity examinations were performed in 2015? **None.**
 5. Per the SERVICES TO BE PROVIDED section, it is estimated but not guaranteed, that approximately forty (40) medical evaluations may be required annually.
 - a. Would the forty (40) medical evaluations estimated annually include New Claims and Annual Reviews? **Yes.** If so, would you provide the breakdown of New Claims versus Annual Reviews annually? **The overwhelming majority are new exams. Annual Reviews are rare. There were only 2 Annual Reviews in the past 3 years.**
 6. Price Proposal - where would the City like Vendor to provide the price for the requested services in the RFP and other service fees believed to be pertinent but not specifically asked for in RFP? Would the City like Vendor to provide a separate Price Proposal for cost associated with the RFP and any additional cost details for proposed services not within the scope of this RFP? **The Bidder may supply additional cost information as perceived by the Bidder to be necessary to carry out the requirements of the applicable Code in its response to question 6. WARNING: The Board of Trustees of ERS has no authority to exceed the requirements of the applicable Code provisions.**
 7. The Bidder requires, upon contract award, an Implementation Program be completed for which there is a cost associated with this effort. Shall this one-time

implementation cost be part of the Cost Proposal or shall it be listed directly in the proposal response? **Please describe and set out in Bidder's response to question 6.**

8. Please provide the ERS's current fee schedule for the services currently being utilized to fulfill the services as required in the RFP. **A one time fee of \$395 per participant for basic exam, medical review, disability exam, and narrative report with certification. This is per participant and not per physician examining the participant. Functional capacity exams when requested are \$170 per hour, but not to exceed \$679. Additional medical review is \$24 per every 6 minutes. Hourly fees for appearances at hearings or court as an expert witness is \$365 per hour.**
9. What is the ERS's preferred method of transmitting claims to the contractor and receiving final claims back from the contractor? **Either U. S. Mail or hand delivery in sealed containers or envelopes.**
10. Is it expected that the disability retirement program will require technological implementation (i.e. web-portal,)? **No, but emails must be password protected.**
11. Who is the incumbent that currently provides the services as required in the RFP? **BarnesCare.**
12. If the applicant resides in a rural area, what is the ERS's expectation for maximum travel distance from the member's primary residence for a Medical Examination? **Most participants reside within the Greater St. Louis Metropolitan Area (the "Metro Area"). However, on at least one occasion a re-examination was conducted out of the Metro Area where BarnesCare arranged for an exam by physicians in the participant's local area.**
13. Would the ERS be open to the Vendor proposing other service offerings that could potentially enhance the Medical Board Services? If so, would the ERS like each service offering to be detailed within the RFP along with a detailed Cost Proposal? **The Board of Trustees of ERS has no authority to exceed the requirements of the applicable Code provisions and is not open to anything that exceeds those requirements.**