

**REPORT NO. 216 of the  
SOCIAL DEVELOPMENT,  
HEALTH & CULTURE STANDING COMMITTEE**  
of its meeting held March 5, 2014

**Present:**  
Councillor Ed Sleiman, Chair  
Councillor Jo-Anne Gignac  
Councillor Alan Halberstadt  
Councillor Al Maghnieh  
Councillor Fulvio Valentinis


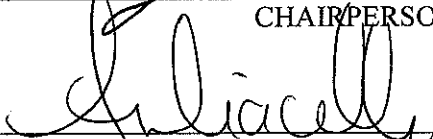
That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Valentinis, seconded by Councillor Gignac,  
**THAT** the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign the Service Agreement between Huron Lodge and the successful proponent, Centric Health for RFP #130-13 Physiotherapy Services – Huron Lodge subject to the approval by the City Solicitor as to form; subject to approval as to financial content by the City Treasurer, and approval as to technical content by the Acting Administrator of Huron Lodge.

Carried.

**Livelinek 17029, AH/11782**

Clerk's Note: The report authored by the Director of Residents Services dated February 11, 2014 entitled "*Physiotherapy Services for Huron Lodge*" is attached as background information.

  
\_\_\_\_\_  
CHAIRPERSON  
  
\_\_\_\_\_  
COUNCIL SECRETARIAT

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX

**THE CORPORATION OF THE CITY OF WINDSOR**  
**Social Development, Health and Culture Standing Committee- Huron Lodge**

**MISSION STATEMENT:**

*"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."*

<b>LiveLink REPORT #: 17029 AH/11782</b>	<b>Report Date: February 11, 2014</b>
<b>Author's Name: Nancy Musson</b>	<b>Date to Standing Committee: March 5, 2014</b>
<b>Author's Phone: 519 253-6060 ext. 8244</b>	<b>Classification #:</b>
<b>Author's E-mail: nmusson@city.windsor.on.ca</b>	

**To: Social Development, Health and Culture Standing Committee**

**Subject: Physiotherapy Services for Huron Lodge**

**1. RECOMMENDATION: City Wide: \_\_\_\_\_ Ward(s): \_\_\_\_\_**

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign the Service Agreement between Huron Lodge and the successful proponent, Centric Health for RFP #130-13 Physiotherapy Services-Huron Lodge subject to the approval by the City Solicitor as to form; subject to approval as to financial content by the City Treasurer, and approval as to technical content by the Acting Administrator of Huron Lodge.

**EXECUTIVE SUMMARY:**

N/A

**2. BACKGROUND:**

Huron Lodge has contracted physiotherapy services for the residents since April of 2008. Initially the Ministry of Health and Long Term Care (MOHLTC) was involved as a third party along with Huron Lodge and the service provider. Since that time, the signing of the first agreement, there has been some changes that have transpired. The initial agreement allowed for the service provider Active Health (subsequently renamed Centric Health) to bill the Ministry of Health directly for \$600.00 per resident per year.

In March 2010 the agreement then changed so that Centric Health would bill Ontario Health Insurance Plan (OHIP) for the services. This allowed an increase in service provision for the residents. In April, 2013 the MOHLTC again changed the method of physiotherapy service provision, not only in the community, but also in long term care. They determined that, in the long term care sector they would return to providing funding dollars per bed per year. They announced homes would receive \$750.00 per bed per year to provide physiotherapy.

This new system began August 22, 2013. Total funding on an annualized basis is now \$168,000. Centric Health remained as the provider through a Delegation of Authority approval notice CAO2499 dated October 18, 2013 with a short term service agreement put into place. This agreement was to end in March of this year with the possibility of a month to month extension if needed while a Request for Proposal for physiotherapy services for Huron Lodge was disseminated.

**3. DISCUSSION:**

Request for Proposal No. 130-13, Physiotherapy Services-Huron Lodge, was made public on December 6, 2013. (See Appendix A). This request clearly outlined the physiotherapy services required for residents at Huron Lodge. The closing date was Friday, January 10, 2014.

Seven proposals were received at Purchasing by the deadline. The proponents that submitted are listed on Appendix B. A committee consisting of Nancy Musson, Director of Resident Services, Terri Knight Lepain, Acting Manager of Program Services and Corinne Whitford, Adjuvant was struck to review proposals to determine who the successful proponent would be. This committee was facilitated by Rose Willie, Buyer from Purchasing and Risk Management.

The evaluations occurred on February 6, 2014 using the following matrix:

Evaluation Criteria	Maximum Points
Particular Areas of Expertise to be Demonstrated	30
Organization of Proponent Team	10
Key Personnel	10
Understanding of Assignment and Methodology	20
Experience and References	25
Additional or Value-Added Services	<u>5</u>
Total	100

Of the seven (7) proponents two (2) did not pass having a combined total score of less than 70%. Of the five (5) that did pass, Centric Health, the current provider was deemed to be the successful proponent based on the highest score.

**4. RISK ANALYSIS:**

N/A

**5. FINANCIAL MATTERS:**

The total cost of the contract will be \$168,000 annually. There will be no cost to the Corporation as the total amount of money will flow from the Ministry of Health and Long Term Care through the Local Health Integration Network to Huron Lodge.

The term of the service agreement, as outlined in the RFP will be for three (3) years with two (2) subsequent one-year renewals. If the funding levels were to change the terms of the agreement would be renegotiated at our option.


Under this agreement residents will receive on a weekly basis, 37.5 hours of a Registered Physiotherapist and a total of 80 hours comprising of two (2) full time Physiotherapy Assistants. These hours will be of great benefit to those residents on a program.


**6. CONSULTATIONS:**

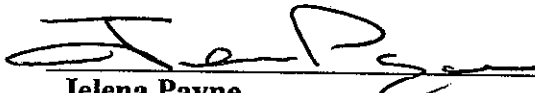
Rose Willie, Buyer, Purchasing and Risk Management  
Terri Knight Lepain as Acting Manager of Program Services  
Corinne Whitford, Adjuvant, Huron Lodge

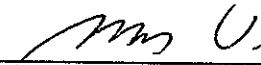
**7. CONCLUSION:**

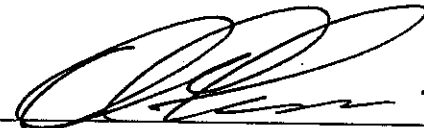
In conclusion, of the proposals submitted for RFP #130-13 and in accordance with the City of Windsor's Purchasing By-Law, Administration recommends the highest scoring proposal submitted by Centric Health to provide physiotherapy services to Huron Lodge.


*for*   
Nancy Musson  
Director of Resident Services

  
Mary Bateman  
Acting Administrator of Huron Lodge

  
Jelena Payne  
Community Development and Health  
Commissioner

*for*   
Shelby Askin Hager  
City Solicitor

*MP*   
Onorio Colucci  
Chief Financial Officer & City Treasurer

  
Helga Reidel  
Chief Administrative Officer

/ja

**APPENDICES:**

- A - Proposal No. 130-13 Physiotherapy Services - Huron Lodge
- B - Response Sheet - Physiotherapy Services

**DEPARTMENTS/OTHERS CONSULTED:**

Name:  
Phone #: 519 ext.

**NOTIFICATION :**

Name	Address	Email Address	Telephone	FAX



THE CORPORATION OF THE CITY OF WINDSOR

OFFICE OF THE CITY SOLICITOR

GEORGE WILKKI  
City Solicitor

Shelby Askin-Hager  
Manager of Purchasing and Risk Management

CS19188-6272  
TELEPHONE NUMBER

December 6, 2013

**PROPOSAL NO. 130-13, PHYSIOTHERAPY SERVICES-HURON LODGE**

Dear Sir/Madam:

Sealed proposals, clearly marked as to contents, will be received by the Purchasing Supervisor, 400 City Hall Square East, Suite 403, Windsor, Ontario, N9A 7K6, until **ELEVEN-THIRTY AND FIFTY-NINE SECONDS (11:30:59) A.M. (E.S.T.), FRIDAY, JANUARY 10, 2014**, to provide Physiotherapy Services to the residents of Huron Lodge Long Term Care Home as per Ministry of Health and Long Term Care guidelines.

Proposal documents will be available on Monday, December 9, 2013, upon payment of a \$50.00 non-refundable fee, at the Purchasing Division, 400 City Hall Square East, Suite 403, Windsor, Ontario, ore-mail; [purchasing@city.windsor.on.ca](mailto:purchasing@city.windsor.on.ca).

**There will be no public opening of this proposal.** Acceptance or rejection of any proposal will be made according to City of Windsor Purchasing By-Law No. 93-2012.

This procurement is subject to Annex 502.4 of the Agreement on Internal Trade.

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

*Elaine Castellan*

Elaine Castellan  
Purchasing Supervisor

EC/rw

**NO PUBLIC OPENING****RESPONSE SHEET**

<b>ITEM:</b>	<b>PHYSIOTHERAPY SERVICES</b>
<b>PROPOSAL NO.:</b>	<b>130-13</b>
<b>DEPT.:</b>	<b>Huron Lodge</b>
<b>CLOSING:</b>	<b>January 10, 2014</b>

<b>VENDOR</b>
Achieva Health 355 Eglinton Ave E Toronto, ON M4P 1M5
Arvan Rehab Group 53 Yonge Street, Suite 200 Toronto, ON M5E 1J3
Bayshore Healthcare 2155 Dunwin Drive, Unit 10 Mississauga, ON L5L 4M1
Centric Health 20 Elginton Avenue West Suite 2014 Toronto, ON M4R 1K8
Peeyush Sharma 411-8325 Riverside Dr E Windsor, ON N8S 1E8
Pinnacle Rehabilitation 1270 Walker Rd. Windsor, ON N8Y 4T4
Saint Elizabeth Health Care

*\* All bids are subject to review and evaluation for compliance to all specifications, prior to contract award. As such, the lowest bid recorded at the public opening may not necessarily be the lowest compliant successful bidder.*

**PRESIDING FOR CITY OF WINDSOR:**