

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
7/5/2016

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| SUBJECT: | SUBMITTED BY: |
| Fire Department Fit for Duty Exams | James Jackson Fire Chief |

SYNOPSIS

A motion is requested to authorize award of a contract for the annual Fire Department Fit for Duty Medical Exams to Amita Bolingbrook Hospital, Bolingbrook, Illinois.

STRATEGIC PLAN ALIGNMENT

The goals for 2015-2017 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY16 budget includes \$37,000 in the General Fund for this contract.

RECOMMENDATION

Approval at the July 5, 2016 consent agenda.

BACKGROUND

The Fire Department conducts annual Fit for Duty Medical Exams for all fire suppression personnel in accordance with the National Fire Protection Association (NFPA) Standard 1582: Medical Requirements for Firefighters. The exams serve two purposes: (1) to determine if a firefighter is medically able to perform the duties of a firefighter without medical restriction and (2) to determine if a firefighter is medically cleared to wear a respirator. The annual exams have been conducted by the fire department since 1996 and are a contracted service.

In accordance with the Village purchasing policy, an RFP was published and proposal were received from Amita Bolingbrook Hospital, Advocate Good Samaritan, and Edward-Elmhurst Healthcare. Fire administration and the union executive board reviewed the responses. The parties selected Amita Bolingbrook Hospital, Bolingbrook, Illinois as the preferred vendor as its proposal offered the lowest fees as well as offering all components of the required Fit for Duty Exams.

ATTACHMENTS

Contract Documents



® REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: AMITA Health Adventist Medical Center-Bolingbrook

Project Name: Annual Occupational Medical Evaluation
Fitness for Duty Examination

Proposal No.: RFP-0-16-2016/TT

Proposal Due: March 10, 2016, 2 P.M.

Pre-Proposal Conference: N/A

Required of Awarded Contractor:

Certificate of Insurance: Yes

Legal Advertisement Published: February 25, 2016

Date Issued: February 25, 2016

This document consists of 25 pages.

Return **one original, one duplicate copy** plus an **electronic CD or flash drive** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

THERESA H. TARKA
PURCHASING ASSISTANT
VILLAGE OF DOWNERS GROVE
801 BURLINGTON AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5530
FAX: 630/434-5571
www.downers.us

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Village Hall, 801 Burlington Avenue, Downers Grove, IL 60515.

SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.

The Village Council reserves the right to accept or reject any and all proposals, to waive technicalities and to accept or reject any item of any proposal.

The documents constituting component parts of this Contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP (Professional Services)
- V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, and 2 additional paper copies of the total proposal. Upon formal award of the proposal this RFP document shall become the Contract, the successful Proposer will receive a copy of the executed Contract.

I. REQUEST FOR PROPOSALS

1. GENERAL

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to Wednesday, March 10, 2016 at 2 P.M..
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: **Theresa Tarka**, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.
- 1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax Proposals will not be accepted.
- 1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

2. PREPARATION OF PROPOSAL

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.
- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.

2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

3.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature or name of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

4. RESERVED RIGHTS

4.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

II. TERMS AND CONDITIONS

5. VILLAGE ORDINANCES

- 5.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

6. USE OF VILLAGE'S NAME

- 6.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

7. INDEMNITY AND HOLD HARMLESS AGREEMENT

- 7.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

8. NONDISCRIMINATION

- 8.1 Proposer shall, as a party to a public contract:

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.

- 8.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.

9. SEXUAL HARASSMENT POLICY

9.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

- 9.1.1 Notes the illegality of sexual harassment;
- 9.1.2 Sets forth the State law definition of sexual harassment;
- 9.1.3 Describes sexual harassment utilizing examples;
- 9.1.4 Describes the Proposer's internal complaint process including penalties;
- 9.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
- 9.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

10. EQUAL EMPLOYMENT OPPORTUNITY

10.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:

- 10.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 10.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 10.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, or an unfavorable discharge from military services.

- 10.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 10.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

11. DRUG FREE WORK PLACE

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

- 11.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

- 11.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 11.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 11.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 11.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 11.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- 11.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

12. PATRIOT ACT COMPLIANCE

- 12.1 The Proposer represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

13. INSURANCE REQUIREMENTS

- 13.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this Contract and for which the Proposer may legally liable:

- 13.1.1 Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;
- 13.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;
- 13.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;
- 13.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;
- 13.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- 13.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- 13.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.
- 13.2 The Proposer shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).
- 13.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.
14. **CAMPAIGN DISCLOSURE**
- 14.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.
- 14.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 14.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

under its
general liability
coverage
initial

- 14.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

15. SUBLETTING OF CONTRACT

- 15.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Proposer from its obligation or change the terms of the Contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

16. TERM OF CONTRACT

- 16.1 The term of this Contract shall be as set forth in the Detail Specifications set forth in Section III below. This Contract is subject to the Village purchasing policy with regard to any extensions hereof.

17. TERMINATION OF CONTRACT

- 17.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for any other reason, and/or that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

18. BILLING & PAYMENT PROCEDURES

- 18.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.
- 18.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 18.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

19. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

19.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

20. STANDARD OF CARE

20.1. Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.

20.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

20.3 For Professional Service Agreements: Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contractor(s') failure to perform its work in accordance with contract documents.

21. GOVERNING LAW

21.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

22. SUCCESSORS AND ASSIGNS

22.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

23. WAIVER OF CONTRACT BREACH

23.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

24. AMENDMENT

24.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

25. NOT TO EXCEED CONTRACT

25.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the Contract.

26. SEVERABILITY OF INVALID PROVISIONS

26.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

27. NOTICE

27.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

28. COOPERATION WITH FOIA COMPLIANCE

28.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. (5 ILCS 140/1 et. seq.)

III. DETAIL SPECIFICATIONS

Annual Occupational Medical Evaluation – Fitness for Duty Examination

INTRODUCTION

The Village of Downers Grove is seeking proposals for Annual Occupational Medical Evaluation – Fitness for Duty Examination for up to a two-year term (June 2016-2018), with a one year renewable option for approximately 77 employees.

The Village of Downers Grove invites proposals from qualified organizations that are familiar with and have demonstrated the ability to meet the requirements of administering Annual Occupational Medical Evaluations in compliance with NFPA Standard 1582, and IDOL/OSHA Standards 1910.134 and 1910.120. Proposers are required to have a minimum of five years of experience in providing and administering this type of service.

SCOPE OF SERVICE

Please submit a detailed proposal describing how you will provide services and the associated pricing to the Village of Downers Grove.

The Annual Occupational Medical Evaluation – Fitness for Duty Examination will consist of a thorough physical examination and medical history evaluation by an individual qualified to provide professional expertise in the area of occupational safety and health as they relate to public safety services, and NFPA Standard 1582 as well as IDOL/OSHA Standards 1910.134 and 1910.120. It is required that a licensed physician, board certified in occupational medicine, internal medicine, or family practice perform these examinations. A board certified physician must also possess experience in administering physical exams in compliance with NFPA Standard 1582 and IDOL/OSHA Standards 1910.120 and 1910.134: Medical Requirement for Firefighters. Additionally, a complete health risk analysis and fitness evaluation designed to provide the individual with useful information regarding lifestyle, nutritional habits, and physical conditioning as it relates to overall health and fitness will be conducted. This information shall be reviewed by the Physician with each Fire Department member receiving the Annual Occupational Medical Evaluation – Fitness for Duty Examination. All testing shall be conducted in a manner that preserves the privacy of the employee (patient). Prospective vendors shall submit a listing of physicians and their qualifications that will be used in administering this program.

If warranted, the medical provider will provide such follow-up procedures as are necessary to monitor referred employee's adherence to a recommended course of treatment. Such reports will respect each employee's (patient's) right to confidentiality.

The Fire Department utilizes Peer Fitness Trainers who can work with the designated vendor Physician in establishing a fitness prescription for Department members.

The Annual Occupational Medical Evaluation – Fitness for Duty Examination for new hires and the positions of Firefighter, Firefighter/Paramedic, Lieutenant, and Chief Officers shall consist of the following:

Physical Examination. The annual physical examination shall include each of the following components:

1. Vital Signs
2. Head, eyes, ears, nose and throat
3. Neck
4. Cardiovascular
5. Pulmonary
6. Breast
7. Gastrointestinal (includes rectal exam for mass, occult blood)
8. Genitourinary (includes pap smear, testicular exam, rectal exam for prostate mass)
9. Hernia
10. Lymph nodes
11. Neurological
12. Musculoskeletal
13. Skin (includes screen for cancers)
14. Vision

Blood Tests. Blood tests shall be performed annually and shall include the following:

1. CBC with differentials, RBC indices and morphology, and platelet count
2. Electrolytes (Na, K, Cl, HCO₃, or CO₂)
3. Renal Function (BUN, creatinine)
4. Glucose
5. Liver function tests, (ALT, AST, direct and indirect bilirubin, alkaline phosphatase)
6. Total cholesterol, HDL, LDL, clinically useful lipid ratios (e.g. percent LDL) and triglycerides
7. Prostate specific antigen (PSA) after age 40 for positive family history, if African American, or if otherwise clinically indicated; after age 50 for all other male members

Urine Laboratory Tests. The urine laboratory tests required shall include the following:

1. Dipstick analysis for glucose, ketones, leukocyte esterase, protein, blood and bilirubin
2. Microscopic analysis for RBC, WBC, casts, and crystals if indicated by results of dipstick analysis
3. Analysis for occupational chemical exposure if indicated.

Audiology. Hearing thresholds shall be assessed annually in each ear at each of the following frequencies:

1. 500 Hz
2. 1000Hz
3. 2000 Hz 4. 3000 Hz 5. 4000 Hz 6. 6000 Hz
7. 8000 Hz

The Fire Department physician or other qualified medical evaluator shall compare audiogram results obtained during yearly evaluations with baseline and subsequent test results.

Standard threshold shifts shall be corrected for age as permitted by OSHA.

Spirometry. Pulmonary function testing (spirometry) shall be conducted annually to measure the member's forced vital capacity (FVC), forced expiratory volume in one second (FEV1) and the FEV1/FVC ratio.

The Fire Department physician or other qualified medical evaluator shall compare spirometry results obtained during yearly evaluations with baseline and subsequent test results.

Results shall be corrected according to American Thoracic Society (ATS) guidelines and normative equations found in Knudson et al. (1983) and the American College of Occupational and Environmental Medicine (2000).

Chest Radiographs. Chest x-rays shall include an initial baseline and shall be repeated every five years or as medically indicated. A list of department members required to complete a chest x-ray will be provided annually to the provider.

The Fire Department physician or other qualified medical evaluator shall compare any chest radiographs with baseline and subsequent radiographs.

Electrocardiograms (EKG). A resting EKG shall be performed as part of the baseline medical evaluation and shall be obtained annually thereafter.

The Fire Department physician or other qualified medical evaluator shall compare EKGs obtained during yearly evaluations with baseline and subsequent EKGs.

Stress EKG with or without echocardiography or radionuclide scanning shall be performed as clinically indicated by history or symptoms. A list of department members required to complete a stress test will be provided annually to the provider.

Members that do not pass their stress test will be scheduled for a follow up visit with a cardiologist located on campus, within the next three business days after the stress test. The cardiologist appointment shall be scheduled by the provider before the member leaves the stress test. Same day appointments are preferred.

Mammography. Mammography shall be performed annually on each female member over the age of 40.

A qualified radiologist shall compare mammograms to prior mammograms.

The Fire Department physician shall compare mammography reports to prior reports.

Immunizations and Infectious Disease Screening.

1. Tuberculosis screen (PPD) annually
2. Hepatitis C virus screen
3. Hepatitis B virus vaccinations and titers
4. Tetanus/diphtheria vaccine – booster every ten years
5. Measles, mumps, rubella vaccine (MMR) as indicated
6. Polio vaccine as indicated
7. Hepatitis A vaccine as indicated
8. Varicella vaccine – as indicated
9. Influenza vaccine – annually as indicated

STORAGE OF RECORDS

Please describe how you will accomplish storage of patient records per HIPAA Compliance

CUSTOMER SERVICE

Please describe how you will resolve customer service related issues.

FEES AND BILLING

Please provide fees associated with each of the preceding services. The vendor shall provide to the Village one invoice per Department member for all services rendered to that member.

REPORTS

The vendor shall supply the following Reports:

I. Employer

A. Employee is/is not medically cleared to perform the duties of a firefighter without physical-medical restrictions.

B. Employee is/is not medically cleared to wear a respirator.

The above reports shall be sent to the Fire Chief or his designee. If a member is found "not fit for duty" or "not cleared to wear a respirator", the detailed report will be sent to the Director of Human Resources for the Village of Downers Grove.

II. Employee

A. Summary of medical report.

B. Lab analysis of blood work.

The employee reports will be mailed from the vendor directly to the Fire Department member via United States Postal Service or via email address given by employee during registration.

The vendor and representative shall review and approve the style and format of all reports submitted.

If for any reason, a member is found "Not Fit for Duty" by the examining Physician, the Physician shall meet with the member to explain the portion of the exam with which the member is not in compliance. The Physician shall also forward a letter confirming his/her findings to the Director of Human Resources for the Village of Downers Grove.

All reports shall be filed within 30 days of the examination.

Stress Test and EKG results shall be reviewed by a Board Certified Cardiologist

V. PROPOSER'S RESPONSE TO RFP

AMITA Health, Bolingbrook Medical Center is pleased to present a proposal to provide the Annual Occupational Medical Evaluation and the Fitness for Duty Examination for new hires and the positions of Firefighter, Firefighter/Paramedic, Lieutenant, and Chief Officers. The physicals shall consist of all required components: vital signs; head, neck, ears, and throat; gastrointestinal; genitourinary; hernia; lymph nodes; neurological; musculoskeletal; skin (with cancer screen); and vision.

All physicals will be performed in our private, state of the art Executive Health Department at Bolingbrook Medical Center. This environment has worked well for Fortune 500 Executives as well as members of several local Fire Districts. For the annual physicals, typically the blood and urine tests as well as the spirometry are done at the various fire houses approximately 1-2 weeks before the physicals begin. This is the preference of most fire departments so that the physician can review the results with the patient at the same time as the visit. Flu shots can also be given at this time, if desired. The physicals include all elements listed above, a vision assessment, audiometric screening performed in audiology booth, and EKGs. Chest x-rays, stress tests, follow-up cardio visits, and Mammograms will be provided as requested in the RFP. All immunizations and screenings will be performed as requested.

The physicals will be performed by licensed and board certified physicians who specialize in Occupational Health, Internal Medicine or Family Practice. The spirometry will be interpreted by a board certified pulmonologist. EKGs and stress tests will be interpreted and monitored by board certified cardiologists. Chest x-rays will be read by board certified radiologist.

Storage of Records

Storage of all Occupational Health records will be in locked cabinets in the Executive Health Department at Bolingbrook Medical Center, as required by HIPAA.

Customer Service

The Executive Health Department at Bolingbrook Medical Center is dedicated to providing the best possible customer service to every patient, every time. All patients will be directed to address any issues, question, or concerns to Tammy Saucedo, Coordinator of Executive Health. She can be reached at 630-312-2007.

Fees and Billing

The Fee schedule is as attached. There will be no additional fees for copying records or mailing reports. The vendor shall provide the Village one invoice per Department member for all services rendered to that member.

Reports

All reports will be supplied as specified by the proposal.

All reports will be filed within 30 days of the examination.

All stress tests and EKGs will be reviewed by a Board Certified Cardiologist. If stress test is abnormal follow-up visit with a cardiologist will be arranged by Executive Health as requested.

If, for any reason, a member is found "Not Fit for Duty" by the examining physician, the physician will meet with the member to explain what part of the exam is not in compliance.

The physician shall forward a letter confirming his finding to the Director of Human Resources for the Village of Downers Grove.

RFP VILLAGE OF DOWNERS GROVE

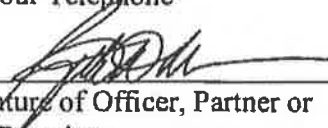
| | Cost |
|--|------|
| Physical Exam | 125 |
| Includes Audiology and Vision Screening | |
| Blood Tests | |
| CBC | 14 |
| Comprehensive Metabolic Panel | 20 |
| Includes: Electrolytes (Sodium, Potassium, CO2, Chloride) | |
| Renal Function (BUN, Creatinine) | |
| Glucose | |
| Liver Function (ALT,AST, Alkaline Phosphate, Bilirubin) | |
| Occult Blood Screening | 15 |
| Total cholesterol, HDL, LDL ,lipid ratio and triglycerides | 20 |
| PSA | 35 |
| Urine Laboratory Tests | |
| Dipstick analysis | 5 |
| Microscopic analysis for RBC, WBC, casts, crystals, etc... | 11 |

| | | |
|--|-------------------------------|------------|
| Analysis for Heavy Metal Exposure | | |
| | Mercury | 29 |
| | Arsenic | 34 |
| | Lead | 21 |
| | | |
| Audiology | Included with physical | 0 |
| 500 Hz | | |
| 1000Hz | | |
| 2000Hz | | |
| 3000Hz | | |
| 4000Hz | | |
| 6000 Hz | | |
| 8000Hz | | |
| | | |
| Spirometry | | 35 |
| | | |
| Chest Radiographs | | |
| | | |
| Chest 2v | | 48 |
| | | |
| Mammography Screening, Digital | | 60 |
| | | |
| EKG | | 25 |
| | | |
| Stress Test | | 250 |
| | | |
| Immunizations | | |
| Tuberculosis screen | | 15 |
| Hepatitis C virus screen | | |
| Hepatitis B Titer | | 15 |
| Hepatitis B vaccinations (60x3) | | 180 |
| Tetanus/diphtheria vaccine | | 60 |
| MMR | | 85 |
| Polio vaccine as indicated | | 60 |
| Hepatitis A vaccine as indicated | | 65 |
| Varicella vaccine as indicated | | 125 |
| Influenza vaccine as indicated | | 25 |

V. PROPOSAL/CONTRACT FORM

***THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.

Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award

| | |
|--|---|
| PROPOSER: AMITA Health, Adventist Medical Center-Bolingbrook | |
| Company Name | Date: <u>March 28, 2016</u> |
| 500 Remington Blvd | <u>Kathleen.Sievertsen@ahss.org</u> |
| Street Address of Company | Email Address |
| <u>Bolingbrook, IL 60440</u> | <u>Kathleen Sievertsen</u> |
| City, State, Zip | Contact Name (Print) |
| <u>630-312-6015</u> | <u>630-312-5000</u> |
| Business Phone | 24-Hour Telephone |
| <u>630-312-6800</u> |  |
| Fax | Signature of Officer, Partner or Sole Proprietor |
| | <u>Rick D. Mace, President/CEO</u> |
| | Print Name & Title |
| ATTEST: If a Corporation | |
| Signature of Corporation Secretary | |

VILLAGE OF DOWNERS GROVE:

Authorized Signature

Title

Date

ATTEST:

Signature of Village Clerk

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.



VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: AMITA HEALTH ADVENTIST MEDICAL CENTER-BOLINGBROOK

ADDRESS: 500 REMINGTON BLVD.

CITY: BOLINGBROOK

STATE: ILLINOIS

ZIP: 60440

PHONE: 630-312-6015 **FAX:** 630-312-6800

TAX ID #(TIN): 65-1219504

(If you are supplying a social security number, please give your full name)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____

ADDRESS: _____

CITY: _____

STATE: _____ **ZIP:** _____

TYPE OF ENTITY (CIRCLE ONE):

- | | |
|-----------------------------|---|
| Individual | Limited Liability Company -Individual/Sole Proprietor |
| Sole Proprietor | Limited Liability Company-Partnership |
| Partnership | Limited Liability Company-Corporation |
| Medical | <u>Corporation</u> |
| <u>Charitable/Nonprofit</u> | Government Agency |

SIGNATURE: [Handwritten Signature]

DATE: 3/31/2016

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Annual Occupational Medical Evaluation Fitness For Duty Exam, Proposer Kathleen Sievertsen hereby certifies

(Name of Project)

(Name of Proposer)

the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment

PROPOSER'S CERTIFICATION (page 2 of 3)

of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: _____
Proposer's Authorized Agent

6 5 - 1 2 1 9 5 0 4

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number



Subscribed and sworn to before me
this 31st day of March, 2016

Notary Public

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Proposer is a corporation organized and existing under the laws of the State of Illinois, which operates under the Legal name of AMITA Health Adventist Medical Center-Bolingbrook, and the full names of its Officers are as follows:

President: Rick Mace, CEO

Secretary: N/A

Treasurer: Rebecca Mathis, CFO

and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Signatures and Addresses of All Members of Partnership:

CEO
500 Remington Blvd.
Bolingbrook, IL 60440

PROPOSER'S CERTIFICATION (page 3 of 3)

The partnership does business under the legal name of: Adventist Medical Center Bolingbrook
which name is registered with the office of Secretary of State in the state of
Illinois.

(c) Sole Proprietor

The Proposer is a Sole Proprietor whose full name is: _____
and if operating under a trade name, said trade name is: _____
which name is registered with the office of _____ in the state of
_____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? _____

Insurer's Name _____

Agent _____

Street Address _____

City, State, Zip Code _____

Telephone Number _____

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: AMITA Health Adventist Medical Center-Bolingbrook

Print Name and Title of Authorizing Signature: Rick D. Mace, CEO

Signature: _____

Date: _____

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: AMITA Health Adventist Medical-Bolingbrook

Address: 500 Remington Blvd.

City: Bolingbrook Zip Code: 60440

Telephone: (630) 312-6015 Fax Number: (630) 312-6800

E-mail Address: Kathleen.Sievertsen@ahss.org

Authorized Company Signature: _____

Print Signature Name: Rick D. Mace Title of Official: CEO

Date: 3/31/2016

Campaign Disclosure Certificate

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate.

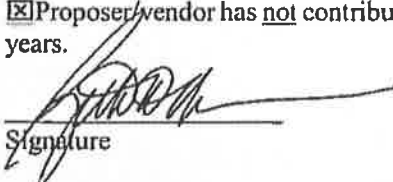
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Proposer/vendor has not contributed to any elected Village position within the last five (5) years.



Signature

Rick D. Mace, CEO
Print Name

Proposer/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

GEOFFERY KUHLMAN, MD
 BOLINGBROOK FAMILY MEDICINE
 329 REMINGTON, SUITE 100
 BOLINGBROOK, IL 60490
 OFFICE: 630-759-4800

| EDUCATION | |
|---------------------|---|
| EDUCATION | |
| UNDERGRADUATE | University of California Los Angeles, (B.S. Kinesology 1991) |
| MEDICAL SCHOOL | Loyola University Chicago, Stritch School of Medicine (MD 1995) |
| RESIDENCY | Hinsdale Family Medicine Practice Residency Chief Resident (1995-1998) University of Oklahoma Primary Care Sports Medicine Fellowship (1998-1999) |
| BOARD CERTIFICATION | Family Medicine American Academy of Family Physicians Sports Medicine American Medical Society of Sports Medicine |
| MEDICAL LICENSURE | State of Illinois |
| EXPERIENCE | Bolingbrook Family Medicine 2010-present Northwestern Convenient Care, moonlighting 2007-present Advanced Occupational Health Medicine Specialists (2009-2010) Hinsdale Orthopaedic Associates, July 2004-2009 Director of Sports Medicine, Hinsdale Hospital and Family Practice Residency 1999-2004 Teacher of the Year (2002-2003) Hinsdale Sports Medicine (1999-2004) Team Physician and Medical Director for multiple sports teams, (2000-present) Research and Multiple Medical Journal Publications Multiple Leadership Roles |

RAMADEVI DAVARAPALLI, MD
 AMITA MEDICAL GROUP
 235 REMINGTON BLVD.
 BOLINGBROOK, IL 60440
 OFFICE: 630-861-6800

| EDUCATION | |
|---------------------|--|
| UNDERGRADUATE | Timpany School Visakhapatnam, India 1987 |
| MEDICAL SCHOOL | Siddhartha Medical College Graduate Degree Medicine and Surgery, MD 1987-1994 |
| RESIDENCY | Providence Hospital Internal Medicine, Chief Resident Southfield, Michigan 1996-1999 |
| BOARD CERTIFICATION | American Board of Internal Medicine current |
| MEDICAL LICENSURE | State of Illinois |
| EXPERIENCE | Internal Medicine Practice 2005-present Medical Director, Season's Hospice and Palliative Care North American Emergency Medical Center Michigan Associates Scientific Meeting Member Planning Committee Member providence Morbidity and Mortality Multiple Medical Lectures and Presentations |

GREGORY ADAMS, DO
 CORWIN MEDICAL CENTER
 15728 S. ROUTE 59 PLAINFIELD, IL 60544
 OFFICE: 815-436-8831

| | |
|-----------------------------------|--|
| EDUCATION | Valedictorian of Petone High School Class of 1997 |
| UNDERGRADUATE | University of Illinois, Champaign James Scholar B.S. Biology 2001 |
| MEDICAL SCHOOL | Chicago College of Osteopathic Medicine Doctor of Osteopathy 2005 |
| RESIDENCY | Hinsdale Hospital Family Medicine Residency July 2005-June 2008 |
| MEDICAL LICENSURE | American Board of Family Medicine State of Illinois |
| EXPERIENCE | Corwin Medical Center October 2012-present Multiple Medical Lectures and Presentations Medical staff Operations Committee January 2014-present Central DuPage Hospital Convenient Care Center July 2008-September 2012 |
| PROFESSIONAL ORGANIZATIONS | American Academy of Family Physicians Illinois State Medical Society American Medical Association |

GEORGE PITSILOS, MD
 PREMIER OCCUPATIONAL HEALTH
 550 E. BOUGHTON
 BOLINGBROOK, IL 60440

| | |
|---------------------|--|
| EDUCATION | |
| UNDERGRADUATE | Loyola University, Chicago (B.S. Biology, 1996) |
| MEDICAL SCHOOL | Saba University School of Medicine Netherlands-Antilles (MD 2002) |
| RESIDENCY | Advocate Illinois Masonic Medical Center Internal Medicine Residency (July 2002-June 2005) |
| BOARD CERTIFICATION | American Board of Internal Medicine (ABIM) Certified National Registry of Certified Medical Examiners (FMCSA) Certified |
| MEDICAL LICENSURE | State of Illinois |
| EXPERIENCE | Premier Medical Care 2008-present Occupational Health Clinic Medical Director Advocate Medical Group, Downers Grove, IL Attending Physician Immediate Care and Occupational Health MacNeal Hospital Clearing Clinic, Chicago, IL Attending Physician Immediate Care and Occupational Health Multiple Medical Presentations |
| ORGANIZATIONS | Will County Board of Health American College of Physicians American Medical Association American College of Occupational and environmental Medicine |

| CERTIFICATE OF COVERAGE | | Issue Date: 04/01/2016 | | | |
|--|---|---|------------------|-------------------|--|
| Adventist Health System Risk Management 900 Hope Way Altamonte Springs, FL 32714 (407) 357-2290 | | This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This certificate does not amend, extend or alter the coverage afforded by the AHS Liability Trust or any insurance policies listed below. | | | |
| Named Participant: Adventist Bolingbrook Hospital 500 Remington Blvd. Bolingbrook, IL 60440 | | COMPANIES AFFORDING COVERAGE Company Letter A: AHS Liability Trust Company Letter E: State National Company Company Letter G: AHS Workers Compensation Liability Trust | | | |
| | | (Empty table rows for additional coverage details) | | | |
| Coverages | | | | | |
| This is to certify that the coverage below has been issued to the Named Participant listed above for the time period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies. Limits shown may have been reduced by paid claims. | | | | | |
| Co. Ltr | Type of Insurance | Policy Number | Policy Effective | Policy Expiration | Limits |
| A | X Hospital Professional/Comprehensive General Liability & MCO E&O | 8528-2016 | 04/01/2016 | 04/01/2017 | Each Occurrence Annual Aggregate \$1,000,000 \$3,000,000 |
| A | X Claims Made (HPL & Managed Care Errors) | | | | |
| A | X Occurrence (CGL Only) | | | | |
| E | X Automobile Liability- All Vehicles | GICV 300557-00 | 11/01/2015 | 11/01/2016 | Combined Single Limit (Bodily Injury & Property Damage) \$1,000,000 |
| G | X Worker's Compensation | CO. FL, GA, IL, KS, KY, NC, TN AHSWC15 | 08/01/2015 | 08/01/2016 | \$1,000,000 |
| Description of Operations/Locations/Vehicles/Special Items: All operations subject to the terms and conditions of the Trust or insurance policies listed above. Coverage provided is a per occurrence aggregate and is not increased by the number of named participants or claimants involved. | | | | | |
| Certificate Holder Adventist Bolingbrook Hospital 500 Remington Blvd. Bolingbrook, IL 60440 | | Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail written notice to the Certificate Holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives or employees. Authorized Representative: <i>Robert Henderson</i> Date: 03/31/2016 | | | |



www.downers.il.us

COMMUNITY RESPONSE
CENTER

630-434-1122/55

March 8, 2016

CIVIC CENTER

801 Burlington Avenue

Downers Grove

Illinois 60515-4782

630-434-5500

TELE 630-434-5511

FAX 630-434-5571

RFP-0-16-2016/TT

ADDENDUM-01

ANNUAL OCCUPATIONAL MEDICAL EVALUATION-
FITNESS FOR DUTY EXAMINATION

FIRE DEPARTMENT
ADMINISTRATION

5420 Main Street

Downers Grove

Illinois 60515-4831

630-434-5980

FAX 630-434-5998

An addendum has been posted to change the due date to March 31, 2016 at 2:00 p.m. for the above RFP. Please sign, and return this with your bid documents.

POLICE DEPARTMENT

823 Burlington Avenue

Downers Grove

Illinois 60515-4783

630-434-5600

FAX 630-434-5600

March 31, 2016

Kathleen Sewerksen

AMITA HEALTH

Adventist Bolingbrook Medical Center

Sincerely,

Theresa H. Tarka

Theresa H. Tarka

Village of Downers Grove

Purchasing

PUBLIC WORKS
DEPARTMENT

5101 Walnut Avenue

Downers Grove

Illinois 60515-4046

630-434-5460

FAX 630-434-5495