



Response to Request for Proposal 2024-RFP-291 for Workers' Compensation Third-Party Administrator for **City of Pittsburgh**

Cost Proposal

October 31, 2024

Submitted by:
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Cost Proposal

Provide a total cost proposal for all services to be delivered, and a breakdown of costs delineated by major phase and/or deliverable as described in your project plan. Include a schedule of hourly rates for all proposed staff and the amount of time each person will be devoted to this project. Define any reimbursable expenses (e.g., travel) requested to be paid by the City. Note: If travel expenses are included, the rate assumptions generally should not exceed the United States General Services Administration (GSA) rates for Pittsburgh.

PLEASE NOTE: The City does not agree to late fees, penalties, interest, attorney's fees or other contingent liability. In no event shall the City be liable for special, indirect, incidental, reliance, lost profits or other business interest damages.

Please see *Cost Proposal* immediately following.

Annual Flat Rate Fee		
Year	Contract Year	Annual Fee
Year 1	1/1/2025 to 12/31/2025	\$1,195,796
Year 2*	1/1/2026 to 12/31/2026	\$1,231,670
Year 3*	1/1/2027 to 12/31/2027	\$1,268,620
Year 4*	1/1/2028 to 12/31/2028	\$1,306,678

**An annual assessment for years 2-4 between Workpartners and the City of Pittsburgh to determine if the staff structure be cut because of a reduction in new claims, legacy claims and scope of work.*

Flat Rate Fee: Scope of Services	
<ul style="list-style-type: none"> • Claim Administration & Adjudication for Workers' Compensation and Heart and Lung 	<ul style="list-style-type: none"> • 24/7 Claim Reporting of New Losses
<ul style="list-style-type: none"> • Litigation Management 	<ul style="list-style-type: none"> • Consumer Portal Access - Online Claims Viewer/Relay Reporting
<ul style="list-style-type: none"> • Infectious Disease Management 	<ul style="list-style-type: none"> • WCAIS FROI & SROI Transactions
<ul style="list-style-type: none"> • Nurse and Medical Case Management 	<ul style="list-style-type: none"> • OSHA Record Keeping
<ul style="list-style-type: none"> • Pharmacy Management 	<ul style="list-style-type: none"> • Major Event Tracking
<ul style="list-style-type: none"> • Medical Director Oversight and Coordination 	<ul style="list-style-type: none"> • Claim Indexing
<ul style="list-style-type: none"> • WC Healthcare Provider Panel Management 	<ul style="list-style-type: none"> • Self-Insurance Renewal Reports
<ul style="list-style-type: none"> • Subrogation Investigation & Recovery 	<ul style="list-style-type: none"> • Annual Stewardship w/Presentation
<ul style="list-style-type: none"> • Settlement Evaluation and Negotiation 	<ul style="list-style-type: none"> • Weekly/Monthly/Quarterly Reporting with customization
<ul style="list-style-type: none"> • Civil Service Examination Arrangements 	<ul style="list-style-type: none"> • Section 111 Medicare Reporting
<ul style="list-style-type: none"> • Drug & Alcohol Testing Oversight 	<ul style="list-style-type: none"> • Excess Reporting and Loss Runs
<ul style="list-style-type: none"> • Claim Review/Steering Meetings/Litigation Reviews 	<ul style="list-style-type: none"> • Claim Review/Steering Meetings/Litigation Reviews
<ul style="list-style-type: none"> • Pension/Union Due Deductions from indemnity Payments 	<ul style="list-style-type: none"> • Postage
<ul style="list-style-type: none"> • Retro Payments 	

Workpartners Direct Staffing				
Staff Position	FTE	BASE	FRINGE (27%)	TOTAL
Claims Supervisor	1.0	\$110,053	\$29,714	\$139,767
Lost Time Adjuster 1	1.0	\$66,473	\$17,948	\$84,421
Lost Time Adjuster 2	1.0	\$66,473	\$17,948	\$84,421
Lost Time Adjuster 3	1.0	\$66,473	\$17,948	\$84,421
Lost Time Adjuster 4	1.0	\$66,473	\$17,948	\$84,421
Med Only Adjuster	1.0	\$58,350	\$15,755	\$74,105
Case Manager	1.0	\$78,000	\$21,060	\$99,060
Staffing Totals	7.0	\$512,295	\$138,320	\$650,614

Please note, Indirect staffing charges for the Claims Manager, System Supervisor, System Coordinator, and Business System Analyst are processed through the administration allocation across all external clients.

Additional Services				
Medical Cost Containment	Year 1	Year 2	Year 3	Year 4
Per Line Fee (no min/max)	\$1.35	\$1.35	Up to \$1.45	Up to \$1.45
Per Bill for Part A/Inpatient Hospital Bills	\$35.00	\$35.00	Up to \$45.00	Up to \$45.00
Medical Bill Audit, Bill Negotiation and PPO Reduction <i>(Below PA Fee Schedule)</i>	29% of savings	29% of savings	Up to 29.5% of savings	Up to 29.5% of savings
Trauma Bill Reductions <i>(Below gross charges)</i>	29% of savings	29% of savings	Up to 29.5% of savings	Up to 29.5% of savings
Other Services	Year 1	Year 2	Year 3	Year 4
Actuarial Evaluation <i>(Pass through fee)</i>	\$16,800	Up to \$17,000	Up to \$17,200	Up to \$17,400
Ad Hoc Report	\$165.00/hr.	\$165.00/hr.	\$170.00/hr.	\$170.00/hr.
Risk Control Services	\$165.00/hr.	\$165.00/hr.	\$170.00/hr.	\$170.00/hr.