



**REQUEST FOR PROPOSAL PS- #1146
ERGONOMIC PROGRAM CONSULTING**

QUESTIONS AND ANSWERS

September 7, 2011

Q1 – How many employees does the County of San Luis Obispo have?

The County has approximately 2700 employees that could benefit from this program. Included in this count is some number (200-300) of temporary or seasonal employees.

Q2 – Are all employees subject to the current Ergonomics program as it is outlined in the RFP?

Yes.

Q3 – Does the proposed ergonomics program focus specifically on a single work environment such as the office? Or does the program encompass other work environments such as field workers, meter readers, police, fire, General Services, etc.? If the program does incorporate these other environments, what is the expected utilization ratio of the program in office: non-office environments? In other words, how much of this proposed project is devoted to office ergonomics?

The program is intended to address the ergonomic needs of all employees. It is not limited to those with 'desk jobs'. However, due to the nature of local government work, a majority of workers spend a significant amount of time working at a computer workstation.

Q4 – What has the County budgeted for this program and all of its parts?

It is not in the interest of the County to disclose this during the RFP process. We prefer bids come in based upon a vendors' understanding of the scope of work, and their concept for reaching the goals therein, as opposed to setting a bid to match our budget.

Q5 – What has the County budgeted for only those services outlined in the RFP?

It is not in the interest of the County to disclose this during the RFP process. We prefer bids come in based upon a vendors' understanding of the scope of work, and their concept for reaching the goals therein, as opposed to setting a bid to match our budget.

Q6 – Is the County self-insured and self-administered for workers' compensation? If not, what is the current structure of the County's workers' compensation system?

The County is self-insured for Worker's Compensation. The County contracts with a third party administrator to handle claims.

Q7 – Does the County currently have a contracted vendor that is providing the services outlined in the RFP?

The County utilizes a mix of in-house and contractor services to provide the services outlined in the RFP.

Q8 – Can you provide an estimate of historical and forecasted utilization for the services outlined in the RFP?

An optimal utilization rate (one that maximizes program outcomes per dollar or year) has not been determined to date. The County would like to see the potential variety of approaches advocated by vendor proposals.