



## Request for City Council Committee Action From the Finance Department

Date: May 5, 2007  
To: Ways and Means Committee  
Referral to: None

**Subject:** 1-Authority to extend the contract with Encore Unlimited, LLC for Workers' Compensation (WC) case management services.  
2-Authority to release a Request for Proposals (RFP) for WC case management, consulting for medical liability & employment services.

**Recommendation:** 1-Authorization to extend the contract with Encore Unlimited, LLC for an additional ninety days for Workers' Compensation case management services, under the same fee arrangements. This will be payable from Fund 6900, Agency 820, & Fund 6900, Agency 145.  
2-Authorization to release an RFP for case management and consulting services.

Prepared or Submitted by: Ellen Velasco-Thompson, Director, 612 673-3994

Approved by: Patrick Born, City Finance Officer \_\_\_\_\_

Steven Bosacker, City Coordinator \_\_\_\_\_

Presenters in Committee: Ellen Velasco-Thompson, Director, Risk Mgmt. & Claims

**Financial Impact** (Check those that apply)

No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

**Community Impact** (use any categories that apply)

Neighborhood Notification

City Goals

Comprehensive Plan

Zoning Code

Other

\_X\_ Not applicable

**Background/Supporting Information Attached:**

The present contract for Workers' Compensation (WC) case management services will expire on May 15, 2007.

The essential extension of the contract terms are as follows:

1. The extension of the contract will be for a ninety day term, commencing on May 15, 2007 to August 15, 2007 under the same fee arrangements.
2. Encore Unlimited will provide the City with telephonic early intervention/triage services and field case management services. There will be 1-2 day/week onsite triage nurse/account manager placed in the Risk Mgmt & Claims to assist the WC Unit and be a resource to Dept. representatives for Employment Services.

This extension will allow the City, Risk Management & Claims and the City Attorneys Office to RFP services to potential vendors for the provision of WC nursing case management services as well as consulting on medical liability claims or employment services.