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*Delivering the Promise of a Brighter Future*

## REQUEST FOR PROPOSAL FOR PHYSICIAN SERVICES

May 30, 2024

All completed Physician Services proposals **MUST** be returned to the Gouverneur Central School District Business Office, 133 East Barney St., Gouverneur, NY 13642 **NO LATER than 3:00 PM Thursday, June 20, 2024** at which time they will be publicly opened and read aloud.

The Board of Education reserves the right to award services based on the proposal that best meets the district's needs. The company with the successful proposal will be named the district's school physician at the reorganizational Board of Education meeting held on July 1, 2024. Services will commence as soon as possible thereafter.

## **Gouverneur Central School District Profile**

The district currently serves approximately 1,500 students in its three public and one private school. The athletic program is large, with approximately 300 students participating in at least one interscholastic sport through the year.

### **Service Needs**

The district's student medical service provider serves the district as its chief medical officer. Duties include performing medical services in the exam and care of children, supervise routine examinations of children by the school nurse to detect presence of contagious diseases and physical defects, serve as an on call member of the Committee on Special Education, report to the Board of Education on school health services, coordinate scheduling of physical examinations for all students participating in interscholastic athletics, develop the program of health service in accordance with Board of Education policy and direction of the Superintendent of Schools, attend Varsity home football games, make, as provided in Education Law, examinations as are required for the issuance of employment certificate and work permits for district pupils and recommend the exclusion or readmission of pupils in connection with any infectious or contagious disease or otherwise.

### **Service History**

The following services were estimated to be required of the student medical service provider in the school year (July-June). This should ONLY be used as an idea of what workload MAY be required of the medical professional with the successful proposal. The district has a history of allowing students to participate in age level and athletic physicals with their primary care physicians which lowers ACTUAL workload of the school physician. It is estimated that physicals take place over 15 days, each 3 hours long spread throughout the year. The snapshot does not in any way obligate the district for payment to the successful bidder for additional services.

<b>Service</b>	<b>Estimated Level of Service</b>
Grade level physicals (preK, K, 1, 3, 5, 7, 9 and 11)	750 students
Athletic Physicals	375 students
Nurse Consult	40 hours
District Consultation	10 hours
Special Education Consultation	10 hours

### **Requirements of Providing Service**

It is imperative for students and employees to receive service in a timely manner. Most services are required in order for the student to start school, return to school, participate in athletics, or return to play. Appointments are often made last-minute with urgency to have services provided in the very near future. A company proposing service shall be able to provide all services required by this RFP. Partial proposals will not be considered.

The company with the successful proposal will be considered an independent contractor of the district and no employees of the company will be considered employees of the school district nor be eligible for worker's compensation, disability, unemployment, health insurance, retirement, or any other benefits provided by the district.

## **License to Practice Medicine**

A list of names and proof of certification to practice medicine of all employees expected to assist with providing services to the district shall be included in the proposal.

## **Proof of Insurance**

All responses to this proposal should include proof of General Liability insurance coverage at the following levels: \$1,000,000 per claim, \$3,000,000 annual aggregate. The company with the successful proposal will be required to provide the district with a certificate of insurance naming the district as additional insured prior to the commencement of services.

## **Terms of Agreement**

The district reserves the right to accept or reject any proposals. Upon awarding the service to the company with the successful proposal, the district, in conjunction with the company, will create a service agreement. The agreement is likely to span more than one year, with an option to update costs proposed on the Summary Page for the second year.

## **References**

Please provide a listing of school districts, municipalities and other public entities you have represented in the last five years, including dates of service. Also provide names, addresses and phone numbers for persons within these districts or municipalities familiar with your work.

# COST SUMMARY

Parties interested in providing physician services for students may propose an all-inclusive annual fee, an hourly and/or fee per service structure, or any other structure under which the district's physician needs will be covered in full.

**1) All-inclusive annual fee**

**Annual Fee for 2024-25** \_\_\_\_\_

**Annual Fee for 2025-26** \_\_\_\_\_

**Annual Fee for 2026-27** \_\_\_\_\_

or

**2) Fee based service**

<b>Service</b>	<b>Provider Type</b> (ex. Doctor, PA, Nurse)	<b>Fee</b> (Per service, student or hour)
<b>1) Student Physicals</b>	_____	_____
<b>2) Medical Consultation</b>	_____	_____
<b>3) Student Clearance</b>	_____	_____
<b>4) Work Permits</b>	_____	_____
<b>5) Other Misc Needs as described in RFP</b>	_____	_____