

**Question #1**

How many assessments do you predict in each region? Travel costs to each region can have a significant affect on all inclusive fees. This knowledge would help in providing a more realistic cost proposal without the need for added mitigation strategies for costs. We should have some numbers to you by end of Monday next week.

**Answer#1**

Here are the current numbers for this Fiscal Year (April 1 – March 31) up to today's date:

QC – 4 = \$5,451.32  
ON – 52 = \$42,260.87  
MB – 8 = \$8,715.99  
AB – 4 = \$3,469.02  
ATL – 4 - \$2,973.44  
BC - 0

It is important to note:

- National Capital Region (NCR) within the Ontario region has the highest number of ergonomic assessments.
- It is hard for us to predict the number of ergonomic assessments anticipated for FY 2024-25 because:
  - o National Headquarters Complex for the Agriculture Portfolio (NHCAP) will be moving to Tower 7 in the coming months and we are still unclear as to the set up, equipment, and how ergonomic it will be for the majority of employees. We are hoping to bring an ergonomist in prior to the move to address ergonomic questions, concerns, and identify solutions prior to which we hope will eliminate the need for as many assessments, and thus lowering costs.
  - o Winnipeg will be starting their renovations shortly. As noted above for NHCAP, we are still unclear as to the set up and equipment. We hope to again have an ergonomist support this renovation by providing guidance and tips/tricks on how to accommodate without requiring additional ergonomic assessments and thus lowering costs.
  - o Additionally Ergonomic Assessments – virtually or in person when not possible virtually and could be home and-or office depending.
  - o The other regions we expect will remain at the same level.

**Question #2**

Which region would have the most assessments?

**Answer #2**

National Capital Region

**Question #3**

Which region has the most employees?

**Answer #3**

The National Capital Region has approximately 2,500 employees.

**Question #4**

M2 - *The Bidder must demonstrate that it can offer services at all AAFC locations in Canada. We would like M2 revised to indicate specific locations of coverage by multiple approved suppliers versus 1 provider. As such, we would like the RFP revised to reflect regional coverage with multiple providers.*

**Answer #4**

Request denied.

**Question #5**

R3 - *The Bidder should demonstrate Case management capabilities in locations where AAFC employees are located, either in person or virtually – What is the relevance to ergonomic services as it relates to Case management capabilities? Are you able to expand on this requirement as it relates to ergonomic services? Are you referring to ergonomic job coaching, ergonomic accommodation cases, ergonomic RTW cases.....etc? If so, how do you want the suppliers to respond to R3 – with example reports, copies of CV, WSIC case files....etc?*

**Answer #5**

When we refer to Case Management, it refers to managing an employee's accommodation needs, and ergonomics is a part of that case management. When an ergonomist is involved in a case, they provide ergonomic supports, assessments, recommendations, ergonomic return to work reports, as well as WCB (Worker's Compensation Board) case support to assist in returning employees to work following a workplace injury. Suppliers can respond by providing examples of previous ergonomic reports, or report templates so we can review the information they will be able to provide.

**Question #6**

Bid results – Are you able to provide the name of the previous bid winner of ergonomic services to AGR?

**Answer #6**

Workplace Health and Cost Solutions/Oncidium Inc.

**Question #7**

Ergonomic Assessments – Do you only require virtually or in person? How about home assessments?

**Answer #7**

We require both virtual as well as in person.

**Question #8**

can you provide historical information regarding the number of ergonomic assessments performed at the locations listed in Annex E.

---

**Answer #8**

We are unable to provide the information to this question separated by actual locations. This is not tracked as a metric however we do track by region. Also note that there are many ergonomic requests that also occurred at employee's homes, which were not tracked either. We can however provide data by region which we will provide for Q1.(see answer #1)