

3/16/23

**CONTRACT BETWEEN
COUNTY OF GLOUCESTER
AND
AMERICAN WORKCARE, P.C.**

THIS CONTRACT is effective the 6th day of **March, 2024**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as "**County**", and **AMERICAN WORKCARE, P.C.** of 1125 North Delsea Drive, Glassboro, NJ, 08028-0736, hereinafter referred to as "**Contractor**".

RECITALS

WHEREAS, there exists a need for the County to contract for certain medical services, as set forth in **RFP-24-015**, and Contractor represents that it is qualified to perform said services and desires to so perform pursuant to the terms and provisions of this Contract, which services include:

(a) Post offer/pre-employment drug screenings and physical examinations for DOT and NON-DOT, drug screen collection for random, post-accident, return to duty, follow-up and reasonable suspicion testing and breath alcohol tests (as needed) for the Human Resources Department. Contractor is obligated to comply with all applicable requirements and procedures pursuant to Federal Regulations 49 CFR Part 40.

(b) Fitness for duty examinations.

(c) NON-DOT specimen collection that follows DOT/SAMHSA guidelines utilizing non-dot "Custody and Control" forms for Emergency Response and EMS employees. This procedure and test will mirror DOT drug screening and collection.

(d) Haz-Mat physicals for the Office of Emergency Response.

(e) Non-DOT post-offer/pre-employment physicals for the Prosecutor's Office, to include a review of past medical history, general physical examination including vital signs, laboratory testing consisting of a complete blood count, CMP with lipid panel and routine urinalysis (fasting studies), electrocardiogram, audiogram (hearing test).

(f) Rabies Titers and Rabies Vaccines for the Animal Shelter.

(g) Respirator Clearance Examinations and RBC blood tests for the Public Works and Mosquito Control Departments.

NOW, THEREFORE, in consideration of the mutual promises, agreements and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

TERMS OF AGREEMENT

1. **TERM.** This Contract shall be effective for a period of one (1) year from March 1, 2024 to February 28, 2025.

2. **COMPENSATION.** Contractor shall be compensated for estimated units of service, as per the Contractor's 2024 price lists dated February 7, 2024, identified as Exhibit A, with total compensation for the contract period not to exceed \$50,000.00.

It is agreed and understood that this is an open-ended contract, thereby requiring the County to use Contractor's services only on an as-needed basis. There is no obligation on the part of the County to make any purchase whatsoever.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

3. **DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for the provision of various medical services at the County's request, as per **RFP-24-015**, and pursuant to Contractor's 2024 price lists identified as Exhibit A and incorporated in its entirety and made a part of this Contract.

Contractor agrees that it has to or will comply with, and where applicable shall continue throughout the period of this contract to comply with, all of the requirements of any specifications, which may have been issued by Gloucester County Human Resources Department, in connection with the services to be performed.

4. **FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following:

employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

f. The Contractor shall notify County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor or its agents.

5. LICENSING AND PERMITTING. If the Contractor or any of its agents is required to maintain a license, or to maintain in force and effect any permits issued by any governmental or quasi-governmental entity in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to County a copy of its current license and permits required to operate in the State of New Jersey, which license and permits shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor or its agents.

6. TERMINATION. This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and

incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **PROPERTY OF THE COUNTY.** All materials developed, prepared, completed, or acquired by Contractor during the performance of the services specified by this Contract, including, but not limited to, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports, shall become the property of the County, except as may otherwise be stipulated in a written statement by the County.

8. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County and no obligation on the County's part to the assignee shall arise, unless the County shall elect to accept and to consent to such assignment or subcontract.

9. **INDEMNIFICATION.** The Contractor, where applicable, shall be responsible for, shall

keep, save and hold the County of Gloucester harmless from, shall indemnify and shall defend the County of Gloucester against any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disabilities, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract. The Contractor's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

10. INSURANCE. Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builder's insurance, and Workers' Compensation insurance in amounts, for the coverages, and with companies deemed satisfactory by County, and which shall be in compliance with any applicable requirements of the State of New Jersey. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming County as an additional insured.

If Contractor is a member of a profession that is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract. The County shall review the certificate for sufficiency and compliance with this paragraph, and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

11. SET-OFF. Should Contractor either refuse or neglect to perform the service that Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expense shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

12. PREVENTION OF PERFORMANCE BY COUNTY. In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

13. METHODS OF WORK. Contractor agrees that in performing its work, it shall employ such methods or means as will not cause any interruption or interference with the operations of

County or infringe on the rights of the public.

14. **NONWAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

15. **PARTIAL INVALIDITY.** In the event that any provision of this Contract shall be or become invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provision of this Contract.

16. **CHANGES.** This Contract may be modified by approved change orders, consistent with applicable laws, rules and regulations. The County, without invalidating this Contract, may order changes consisting of additions, deletions, and/or modifications, and the contract sum shall be adjusted accordingly. This Contract and the contract terms may be changed only by change order. The cost or credit to the County from change in this Contract shall be determined by mutual agreement before executing the change involved.

17. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

18. **GOVERNING LAW, JURISDICTION AND VENUE.** This contract agreement and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

19. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor and is not an agent of the County.

20. **CONFLICT OF INTEREST.** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services pursuant to this Contract. The Company further covenants that in the performance of this Contract, no person having any such interest shall be employed.

21. **CONFIDENTIALITY.** Contractor agrees not to divulge or release any information, reports, or recommendations developed or obtained in connection with the performance of this Contract, during the term of this Contract, except to authorized County personnel or upon prior

approval of the County.

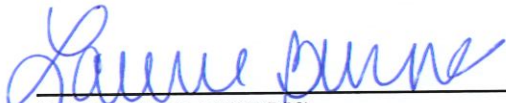
22. **BINDING EFFECT.** This Contract shall be binding on the undersigned and their successors and assigns.

23. **CONTRACT PARTS.** This Contract consists of this document, RFP-24-015, and Exhibit A, all of which are referred to and incorporated herein by reference. Should there occur a conflict between this form of Contract, RFP-24-015, and Exhibit A, then this Contract and RFP-24-015 shall prevail.

THIS CONTRACT is effective as of **March 6, 2024.**

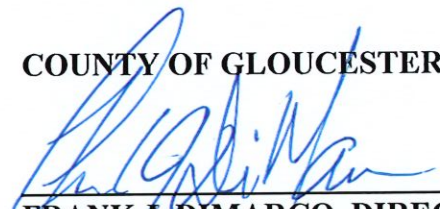
IN WITNESS WHEREOF, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

ATTEST:



LAURIE J. BURNS,
CLERK OF THE BOARD

COUNTY OF GLOUCESTER



FRANK J. DIMARCO, DIRECTOR

ATTEST:



AMERICAN WORKCARE, P.C.



By: **SAIRA AHMED, M.D.** (print)
Title: *owner*

EXHIBIT A

AMERICAN WORKCARE

1125 North Delsea Drive

P.O. Box 736

Glassboro, NJ 08028-0736

Julia Coleman, PA-C Sermet Demir, NP-C

Saira Ahmed, M.D.

Medical Director

Phone: (856) 218-7600

Fax: (856) 218-7800

February 7, 2024

County of Gloucester
Attn: Joann Schneider
P.O. Box 337
Woodbury, NJ 08096

PRICE LIST FOR 2024

FIT FOR DUTY EXAMINATIONS:

Low Complexity Eval: approximately 15 minutes with patient	\$140.00
Moderate Complexity Eval: approximately 30 minutes with patient	\$160.00
Moderate to High Complexity: approximately 45-60 minutes with patient	\$180.00
High Detailed Complex Case: greater than 60 minutes with patient	\$200.00
No Show Fee: \$50.00	

*** Prices may be adjusted based on the degree and complexity of the case

*** Lifting Assessment may be performed in addition to evaluation based on the case for \$35.00

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PRICE LIST FOR 2024

RESPIRATOR CLEARANCE FOR MOSQUITO CONTROL

(Clearance given for 1 year)

Respiratory Clearance Exam:	\$70.00
Includes urinalysis, vision check, vitals, and review of questionnaire	
Respiratory Clearance Exam:	\$85.00
Includes urinalysis, vision check, review of questionnaire, and history and physical exam	
Pulmonary Function Study:	\$45.00
Respirator Fit Test	\$40.00
RBC Cholinesterase Blood Level	\$70.00
Chest X-Ray	\$35.00
Not required test – to be determined by doctor at time of exam if necessary	

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PRICE LIST FOR 2024

PRE EMPLOYMENT DOT/NON-DOT PHYSICALS AND DRUG TESTING

Non-Dot Physical Examination:	\$85.00
Includes hearing test, urinalysis, vision check and history and physical exam	
DOT Physical Examination:	\$110.00
Includes hearing test, urinalysis, vision check and history and physical exam along with DOT medical card and form	
5 Panel Instant Drug Test:	\$40.00
10 Panel Instant Drug Test:	\$47.00
12 Panel Instant Drug Test:	\$50.00
Breath Alcohol Test:	\$25.00
Confirmation Breath Alcohol Test:	\$25.00
Drug Test Collection Only (pre-emp, random, post-accident, return to duty, follow up, reasonable cause)	\$20.00
Observed / Witnessed Drug Test Collection Fee	\$30.00
After Hours Drug Test Collector Fee	\$150.00/hour
Rabies Antibody Blood Test	\$100.00

Rabies Vaccine (price may vary due to manufacturer)	\$395.00
No Show Fee: \$50.00 (applies only to appointments scheduled with the doctor)	
Blood Sugar Check for glucose found in urine	\$14.00
Hemoglobin A1C for elevated blood sugars	\$45.00
Blood Pressure re-check only	\$30.00

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PRICE LIST FOR 2024

PRE EMPLOYMENT PHYSICALS FOR THE PROSECUTOR'S OFFICE

Pre-Employment Physical Examination:

\$220.00

Includes fasting lab tests (CMP with Lipids and CBC), hearing test, electrocardiogram, urinalysis, vision check, vitals, review of past medical history and physical exam

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PRICE LIST FOR 2024

**Gloucester County Office of Emergency Response
HAZMAT Physicals**

HAZMAT EXAM - \$250.00

This exam includes: review of past and current medical and occupation history, fasting routine blood tests (CBC, CMP, Cholesterol(Lipids) and Urinalysis), distance and color vision, hearing test(audiogram), pulmonary function study (spirometry/PFT), electrocardiogram, and physical exam.

CHEST X-RAY - \$35.00

We follow OSHA guidelines for chest x-rays done along with HAZMAT exams – based on the person's age and previous study. Chest X-rays are not done every year unless necessary. We have an x-ray unit at our office.

BACK EVALUATION - \$35.00

This is a lifting assessment performed by the doctor at the time of exam. The person is required to safely lift required weight amounts with proper technique.

DOT PHYSICAL – included with HAZMAT. (If done by itself with no other tests - \$110.00)

If the person that is getting the HAZMAT exam done also needs a DOT re-cert, the price is only \$15.00 extra for the DOT paperwork and processing. We provide the DOT medical examiner's form and card.

HEPATITIS PROFILE #6462 - \$75.00

HEP B SURFACE ANTIBODY - \$45.00

HCV RNA by PCR – automatic test performed by lab only when Hepatitis Profile is positive - \$200.00

NON-DOT DRUG TEST - \$40.00

DOT DRUG TEST - \$45.00

HEPATITIS B VACCINE - \$95.00 per vaccine, series of 3. Vaccine is offered to employees that do not have immunity to Hepatitis B based on their blood work results.

HEPATITIS A VACCINE - \$95.00 per vaccine, series of 2. Vaccine is offered to employees that do not have immunity to Hepatitis B based on their blood work results.

STRESS TEST – We do not perform stress tests at our facility. We can refer the patient out to a cardiology office if needed.