



Potomac Healthcare
Solutions™

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April 10, 2023

Attn: Matthew C. McGregor
Vice President, Administration and Finance
Longwood University
201 High Street
Farmville, Virginia 23909

Subject: Contract #LU214-20-014 Strategic Healthcare Partnership

Mr. McGregor,

Potomac Healthcare Solutions, LLC, (PHS) hereby submits budget projections for the upcoming contract option period 1 July 2023 – 30 June 2024. Our estimate is based on continuation of current services, with removal of Athletic Trainers from the Health Center budget. Athletic Trainers will be provided under the current contract separately budgeted. Our review of costs included salary increases as well as projected other costs for the period of performance July 1, 2022 through June 30, 2023. The budgeted amount for July 1, 2022 through June 30, 2023 had, by agreement, remained the same as the previous period of performance July 1, 2021 through June 30, 2022.

We have utilized the Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers (CPI-U) – February 2023, Medical Care Services component rate of 2.1%. We applied the annual rate of 2.1% to the July 1, 2022 through June 30, 2023 contract amount adjusted for the removal of Athletic Trainers \$1,115,193.39 (previous contract value \$1,231,963.77) which resulted in a \$1,138,612.45 projection for the period of service July 1, 2023 through June 30, 2024.

Potomac Healthcare Solutions hereby submits our proposal for the provision of Athletic Trainer Services for the 2023-2024 year. The period of performance will be July 1, 2023 through June 30, 2024. Our estimate is based on terms and conditions set forth in the current service contract #LU214-20-014 Strategic Healthcare Partnership. Potomac proposes six (6) full-time Athletic Trainers providing forty (40) hours of service each per week. These positions include current Athletic Trainer staff of two (2) on the current contract. Athletic Trainers base rate is proposed at \$50,000.00 annually plus fringe benefits. Based on current recruitment efforts we have determined to attract and retain staff recruitment and relocation funds are required.

July 1, 2022 – June 30, 2023 Contract Base	\$1,231,963.77
Amount upon removal of Athletic Trainers	\$1,115,193.39
Increase by CPI-U, Medical Care Services	<u>\$ 23,419.06</u>
July 1, 2023 – June 30, 2024 Contract Base	\$1,138,612.45
Additional Services (six Athletic Trainers)	<u>\$ 467,895.03</u>
Total Amount July 1, 2023 – June 30, 2024	\$1,606,507.48

Please find attached supporting schedules. Proposed contract value with six Athletic Trainers is \$1,606,507.48 annually or rounded amount \$133,875.62 per month or \$1,606,507.44 total rounded amount.



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The annual budget amounts for Athletic Trainers above can be adjusted to commence sooner and match remaining months of current contract period. The annual amount above would then be applicable to the period of performance July 1, 2023 – June 30, 2024.

If you have any questions please do not hesitate to contact me at 703-946-0234.

A handwritten signature in black ink, appearing to read "Robert L. Askew, Jr.", written in a cursive style.

Robert L. Askew, Jr.
Executive Vice President