



**ALASKA RAILROAD CORPORATION**  
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February 16, 2023

**Addendum Number 1**  
**ITB 23-08-210439**  
**Medical Services Fairbanks**  
**Bid Closing: February 22, 2023**

**This addendum is issued to provide information as follows:**

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**Bidders Questions:**

1. Fit for duty physicals exams - Could you please clarify if this is a full musculoskeletal assessment by a Physical Therapist or just a form to sign off release? **An employee could be sent to do a "fit for duty" exam for many reasons. This could be for a full musculoskeletal assessment, however most often for a specific concern. One example is an employee who was brought to our attention for falling asleep at the wheel while driving a company vehicle. We sent this individual in for a "fit for duty" exam to get an assessment. The employee was seen and then referred to do a sleep study. The fit for duty exam was paid for by the railroad, however any cost incurred for the sleep study or any further testing would be the employee's responsibility. Once the employee completes the sleep study, they would provide the information and CPAP readings back to the provider to have the "Fit for Duty" form signed off.**
2. Prescription Review - please elaborate on the scenarios where prescription reviews would need to be conducted via fax?  
**We have many employees who work in "safety sensitive" positions, such as train engineers, conductors, track laborers and heavy equipment operators. The FRA requires "regulated" employees to get certain prescriptions reviewed prior to working if they are taking them. This includes both prescription and OTC drugs. An example is an employee who was prescribed a muscle relaxer. We were advised that this employee must wait 12 hours after taking the last dose before he can safely work in his position. We typically email these forms to our current provider, however can also be faxed if it's the preferred method. Below is the link to the Code of Federal Regulations for further clarification.**  
<https://www.ecfr.gov/current/title-49/subtitle-B/chapter-II/part-219/subpart-B/section-219.103>
3. Consultation- please elaborate on the type/s of consultation needed? Would they prefer connecting with our Medical Director **This is most often our HR Department reaching out to the provider for clarification on the physical results.**
4. Photocopying of medical records -please expand on the need for photocopying? Records are initially provided to Patient and employer following initial appointment. **Human**

Resources is currently emailed the results of all of our employee's appointments. Another provider has a secure portal that we are able to download the information from. Our current arrangement is that any medical record requests that are coming directly from employees,, need to go through Human Resources and the employee must sign a release form. The HR Compliance Administrator would then contact the provider's office with the request. Email is also an option if the employee prefers that. This is something we would work with the provider on.

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Please acknowledge receipt of this and all addendums via email. **All other dates, terms and conditions remain unchanged.**

**Please direct all responses and/or questions concerning this solicitation to Candice Humphrey, via email [HumphreyC@akrr.com](mailto:HumphreyC@akrr.com).**

Respectfully,

Candice Humphrey  
*Contract Administration Specialist*