

AMENDED
REQUEST FOR PROPOSAL (RFP)
FREMONT COUNTY
EMERGENCY MEDICAL SERVICES
(EMS)

FREMONT COUNTY COMMISSIONERS
450 N. 2ND STREET, ROOM 205
LANDER, WY 82520
307-332-1130

FEBRUARY 17, 2021

1. SUMMARY

Fremont County Commissioners are requesting proposals for Ground Ambulance Services in Fremont County.

2. PROPOSAL GUIDELINES

This Request for Proposal represents the requirements for an open and competitive process; however, Fremont County reserves the right to accept or reject any and all proposals and reserves the right to negotiate any and all terms.

Proposals will be accepted at the Fremont County Commissioners' Office at 450 N. 2nd Street, Room 205; Lander, WY 82520 until 5:00 p.m. on **April 15, 2021 (extended from March 19, 2021)**. If the proposal is mailed, it must be received in the Commissioners' office by the above-listed date and time. Any proposals received after this date and time will be not be considered and will be returned to the sender. All proposals must be signed by an authorized agent or representative of the company submitting the proposal. All sealed proposals will be opened on **April 20, 2021** at 10:00 a.m. MST in the Fremont County Commissioners' Office. All proposals will then become public documents. Responders may submit multiple proposals.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted. This information shall also include such details about work which will be outsourced to other offices, branches, or subsidiaries of the proposing entity which are outside of Wyoming.

All amounts must be itemized to include an explanation of all fees and costs.

Contract terms and conditions may be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will be subject to review by Fremont County's legal department and will include scope, budget, schedule, and other necessary items pertaining to the project.

3. PROJECT SCOPE

The scope of this project includes all aspects of running the Fremont County EMS. It is up to each participant on what to propose. You may submit multiple proposals, but they will each be considered individually.

The successful provider will be additionally required to contract with Fremont the Fremont County Sheriff's Office for exclusive dispatch services, with Fremont County for maintenance of each ambulance rig, and will have the option to contract with Fremont County for maintenance of building facilities. The successful entity shall not dispatch their own vehicles or response teams. All maintenance of rigs shall either be performed by Fremont County or shall be performed with the permission of Fremont County Commissioners or Vehicle Maintenance.

The successful provider will be required to use Fremont County Map Server in conjunction with Fremont County Dispatch in order to locate the premises to where it has been dispatched. Fremont County Map Server contains the current addressing and location of addresses and lands within the county.

The successful provider shall contract with BCBS and other major insurance providers for the provision of air services, and with the hospital(s) to provide TXXV patient transport.

4. BUDGET

All costs and fees must be clearly described in each proposal.

5. BIDDER QUALIFICATIONS

Bidders should provide the following items as part of their proposal for consideration:

- List of how many full time, part time, and contractor staff in your organization
- List of qualifications and certifications for emergency services staff
- Proof of licensure from the State of Wyoming, or application for licensure
- Examples of ambulance services you provide ground services to (now or in the past)
- Testimonials from past clients or organizations in regard to running a ground ambulance
- Anticipated resources you will assign to this project (total number, role, title, experience)
- Timeframe for completion of the project
- Project management methodology and plans for sustainability
- State whether you have or are currently under Medicare review within the last 5 years
- References to include experience running a ground ambulance and contact information from counties, municipalities, etc.
- Technical expertise and experience: Bidders must provide descriptions and documentation of staff technical expertise, qualifications, and experience.
- Bidders shall submit all subcontractors if they will be used.
- Bidders shall include pertinent financial information about their company for the County Treasurer's review for financial stability. This should include P&L statements, business plans, etc.

6. PROPOSAL EVALUATION CRITERIA

Fremont County Commissioners will evaluate all proposals based on the following criteria:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner.
- Organizational Experience: Bidders will be evaluated on their experience as it pertains to the scope of this project.
- Previous work: Bidders will be evaluated on examples of their work pertaining to ground ambulance services as well as client testimonials and references.
- Value and cost: Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of this project.

Each bidder must submit 6 copies of their proposal to the address below by 5:00 p.m. MST on April 15, 2021 to:

Fremont County Commissioners
Emergency Services RFP
450 N. 2nd Street, Room 205
Lander, WY 82520

