



January 17, 2018

REQUEST FOR PROPOSAL

Fire and Life Safety
Ambulance Transport Services
RFP # 2004

ADDENDUM #1

The City of Springfield is hereby amending the above mentioned RFP. The original document can be found on the City's website at www.springfield-or.gov. By selecting the hyperlink *Purchasing/Contracts* from the menu on the left side of the home page, interested parties will be linked to the RFP/ITB page.

1. The schedule for this RFP process has been updated. Please see below for the updated timeline.

V. Schedule for Selection Process

RFP Package Available	December 21, 2017
Request for Clarification Due (if applicable)	January 11, 2018, noon local time
Response to Clarification Due (if applicable)	January 17, 2018
Proposals Due by:	January 23, 2pm local time
Review & Interview (if applicable)	February 6, 2018 9 a.m.
Intent to Award Notice (approximate)	February 7, 2018
Contract Award (approximate)	March 6, 2018

2. **Question:** Page 17 - How many of the BLS/ILS transport figures were considered "transfers" and not 911 transports? Can the City break out the BLS/ILS figures into individual counts of BLS and ILS?

City's Response: Our CAD records indicate 5.52% of these transports result from 911 scene call locations; these calls were at the BLS and ILS level of service. Therefore, 94.48% would be transfers from one facility to another.

3. **Question:** Did the incumbent provide any ALS 911 response services to the City in 2017?

City's Response: The current subcontractor did not provide any ALS 911 responses in CY2017. Per contract, they cannot respond to anything that was ALS.

4. **Question:** Page 18 - Are the ALS and CCT transports listed in the RFP to be considered "transfers" since both charts indicate "out of area transports"?

City's Response: The numbers listed in tables 6.2 and 6.3 are inter-facility transfers, not scene call transports.

5. **Question:** Does the City have a “payor mix” for all transports in the last 12 months? Can the City provide a payor mix from either the incumbent provider or based on the 911 transports by the City for the past 12 months?

City’s Response: The Cities’ payor mix for CY 2017 is shown below. Note that “Contract” payors include FireMed and hospice; government payors such as Veterans Affairs and Tricare comprise 2 percent of the “Insurance” payor percentage.

	Private Payor		Contract		Insurance		Medicaid		Medicare		Total	
1/2017	63	3.26%	11	0.57%	302	15.62%	470	24.30%	1,088	56.26%	1,934	100.00%
2/2017	49	3.11%	11	0.70%	256	16.23%	373	23.65%	888	56.31%	1,577	100.00%
3/2017	44	2.72%	10	0.62%	232	14.33%	404	24.95%	929	57.38%	1,619	100.00%
4/2017	49	3.26%	7	0.47%	239	15.90%	379	25.22%	829	55.16%	1,503	100.00%
5/2017	49	2.88%	12	0.71%	279	16.41%	408	24.00%	952	56.00%	1,700	100.00%
6/2017	50	3.18%	11	0.70%	240	15.29%	373	23.76%	896	57.07%	1,570	100.00%
7/2017	66	3.87%	23	1.35%	277	16.26%	430	25.23%	907	53.23%	1,704	100.00%
8/2017	48	2.75%	11	0.63%	269	15.39%	435	24.89%	985	56.35%	1,748	100.00%
9/2017	62	3.58%	9	0.52%	275	15.90%	427	24.68%	957	55.32%	1,730	100.00%
10/2017	73	4.29%	11	0.65%	278	16.32%	393	23.08%	948	55.67%	1,703	100.00%
11/2017	101	6.12%	7	0.42%	244	14.79%	385	23.33%	913	55.33%	1,650	100.00%
12/2017	106	5.85%	9	0.50%	250	13.80%	384	21.19%	1,063	58.66%	1,812	100.00%

6. **Question:** Page 30 of the RFP indicates a charge of \$30.92 per dispatch “plus 20% handling fee” per call. Does this mean the actual dispatch fee is \$37.10 per call? If not, what figure is the 20% referring to? Please confirm these fees are below the City’s direct cost?

City’s Response: Dispatch fees are set by Central Lane Communications. The 20% is to pay for the administrative support. Yes, this fee is below the Cities’ direct cost.

7. **Question:** Page 30 – What are the historical fees paid to the City by the incumbent for dispatch services?

City’s Response: Below are the last six months of dispatch fees.

Month	Fee (\$)
Jun 17	6,085
Jul 17	6,085
Aug 17	7,106
Sep 17	6,237
Oct 17	4,233
Nov 17	4,044

8. Question: Page 30 of the RFP references a fee per transport of \$20, \$40 or \$60 depending on the level of care. How much did the incumbent provider pay to the City in these fees during the past 12 months, by month? Also, please clarify what this charge covers? Please confirm this is below the City's direct cost.

City's Response: The current contract does not include a remuneration fee. The fee is to support first response EMS by the fire department on the same calls to which the provider is responding.

9. Question: Page 41 - Is the City base rate quoted in the RFP for ALS level 911 services? Does the City have a rate schedule for all levels of service (emergency and non-emergency) provided (ALS, BLS, CCT)?

City's Response: The following fee schedule applies to both Eugene and Springfield ASAs:

Type of Call	Fee (\$)
Base Rate (ALS/BLS/SCT)	1,859.00
Aid calls (treatment no transport)	929.50
Non-Resident Base Rate	2,079.00
Non-Resident Aid Calls	1,039.50
Mileage (per mile)	24.18

10. Question: Page 34 - Is the City receptive to the provider contracting with the same medical director that the City uses? If so, can the City provide the current contact information for the medical director?

City's Response: Yes, we are willing to allow our current medical director to work for our subcontracted agency. Our current medical director is Dr. Melissa Doherty. We can provide Dr. Doherty with contractor contact information and have her contact the interested contractor directly.

11. Question: With respect to the 100 page limit, are attachments and exhibits included in the total page count?

City's Response: No, attachments and exhibits will not be included in the page count. It is the preference of the Cities that bidders remain conservative with the number of pages submitted. Please include all pertinent information as no proposal will be eliminated for exceeding the 100-page limit.

12. Question: Standing orders and medical direction are referenced in Section 111, Letter E. #3. Do we need to submit copies of these in our proposal, and will they contribute to our 100 page limit?

City's Response: The department's preference is to receive standing orders and medical direction via hyperlinks within the response or via other forms of media (disc, jump drive, etc).

13. Question: Will the successful bidder be able to submit one bond for all awarded contracts and both cities? Or will the successful bidder be required to submit a bond for each City and every contract they are awarded?

City's Response: If there are multiple providers for the contract(s) we would require multiple bonds.

14. Question: Under Section 16.9, what is the purpose and intent of adding the Railroad Protection requirement?

City's Response: This is standard insurance language, and if it doesn't apply to the engagement, we will not be asking for Railroad Protection coverage in the Certificate of Insurance.

15. Question: Will the membership revenue be shared with the successful contractor?

City's Response: The membership revenue will not be shared. However, potential negotiation of reimbursements for FireMed write-offs may be considered.

16. Question: Can you advise the tentative start date for any contract awarded under RFP #2004 Ambulance Services?

City's Response: Per Section III, B, No. 5, the start date will be July 1, 2018.

17. Question: Section IV. Evaluation and Selection Criteria – a committee comprised of representatives from both cities and the county will review the Proposals. Can you identify who specifically will be on that committee? If not, can you identify their respective positions?

City's Response: The evaluation team will consist of representatives from City of Springfield Fire Administration, City of Eugene Fire Administration, Eugene Springfield Fire Management Staff, Eugene Springfield Fire Labor and Lane County Health Division.

18. Question: Section IV. B. Oral Presentation. Can you identify who the audience will be if invited to make an oral presentation to the committee?

City's Response: The evaluation team will consist of representatives from City of Springfield Fire Administration, City of Eugene Fire Administration, Eugene Springfield Fire Management Staff, Eugene Springfield Fire Labor, Lane County Health Division, and potentially the Chief of the department.

In the event that it is necessary to further amend, revise or supplement any part this ITB, additional addenda will be posted on the City's website at <http://www.springfield-or.gov> (select the **Purchase Contracts** hyperlink and RFP 2004 Addendum 1 Ambulance Transport Services). As stated in the original solicitation, City will make a reasonable effort to provide the addenda to all Proposers to whom City provided the initial RFP. This addendum shall be considered part of the specification of the RFP. The City is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addenda issued by City.

ALL BIDDERS SHOULD ACKNOWLEDGE AND INCLUDE THIS ADDENDA #1 AS PART OF THEIR SUBMITTAL PACKAGE.