



CITY OF MISSION

"Home of the Grapefruit"

July 6, 2018

RE: **Addendum No. 2/ City of Mission Proposal: Ambulance Services
Request for Proposal No.: 18-249-07-19**

Dear Prospective Proposer:

The following is to be corrected/added/changed/clarified: Addendum is being sent out in response to the following questions:

- a. Corrected: Under Conditions of Proposal (#3). The successful proposer agrees to provide Ambulance Service within the CITY OF MISSION at no cost to the City of Mission.
- b. Corrected: Under Minimum Requirements (#3). Minimum of three (3) years corporate experience without any bankruptcy proceedings or filings.
- c. See attached corrected pages 1 and 2.
- d. The proposal due date has not changed. The date for receipt of proposals is Thursday, July 19, 2018 at 2:00 p.m. CST
- e. No other changes result from this Addendum No. 2.

NOTE: This form must be completed and submitted with your bid response. WARNING: Failure of an Offeror to acknowledge receipt of this Addendum, as described herein, may result in REJECTION OF THE OFFER.

We apologize for any inconvenience this may have caused. Authorized signature is needed. Everything else shall remain the same. If you have any questions, please contact me at (956) 580-8667.

Sincerely,


Eduardo Belmares
Purchasing Director

_____ Acknowledge receipt of Addendum No. 2
Authorized Signature

Printed Name

Company Name

City of Mission
Instructions to Proposer – General Terms & Conditions/Scope of Service
Proposal Name/No.: Ambulance Services / 18-249-07-19

I. INTRODUCTION

Intent and Purpose

The CITY OF MISSION seeks proposals from qualified providers for 911 Emergency Medical Services with Mobile Intensive Care Ambulance Service.

In Summary, the purpose of the proposal process is to determine from the proposals received which provider can best ensure that properly trained and certified personnel will provide timely emergency medical care to patients at the scene of their illness or injury, and then transport the patient to an appropriate treatment facility in the shortest practicable time utilizing safe, reliable and clean vehicles, and provide the most reliable, safe and effective pre-hospital care services to those served.

Conditions of Proposal

1. Proposals must be received no later than 2:00 P.M. on July 19, 2018 at the Office of the Purchasing Director, City Hall Purchasing Department 1201 East 8th Mission, TX. 78572

2. Twelve (12) copies of your proposal must be submitted on the forms furnished and in a sealed envelope clearly marked on the outside with the proposer's name and the title: **AMBULANCE SERVICE PROPOSAL**

As part of the proposal each firm must submit:

- a. Supplemental Information Form, with attachments as necessary
- b. Rate Structures and Billing and Collection Procedures
- c. Proposal Form
- d. Certificates of Insurance

3. The successful proposer agrees to provide Ambulance Service within the CITY OF MISSION at no cost to the City of Mission.

4. The successful proposer shall comply with all applicable Federal, State, and Local laws and regulations, and warrant that they are familiar with all laws, regulations or ordinances that may be applicable and shall ensure that all their employees continue to maintain such familiarity and compliance.

5. All words, signatures, and figures submitted on the proposal shall be in ink. Proposals that are conditional, obscure or contain additions not called for, erasures, alterations, or irregularities may be rejected as informal. More than one proposal from the same firm will not be considered. Proposals from all those submitting will remain sealed and confidential up to the opening date and time. Proposals may be corrected, revised or supplemented (e.g. should materials, attachments referenced be missing) up to the time before opening of proposals).

6. The CITY OF MISSION reserves the right to reject any or all proposals, in whole or in part, as it determines to be in the best interests of the CITY OF MISSION.

Awarding of Contract

One contract award is anticipated under this solicitation. Multiple contract awards shall not be made. It is the intent of the City of Mission to award the contract to the most advantageous proposer who provides goods or services at the best value for the municipality. Upon the City's issuing an award of this proposal, this proposal shall be countersigned by an authorized representative of the City which will result in a binding contract without further action by either party.

Award of Contract

- (a) If the competitive sealed bidding requirement applies to the contract for goods or services, the contract must be awarded to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality.
- (b) In determining the best value for the municipality, the municipality may consider:
 - 1) the purchase price;
 - 2) the reputation of the bidder and of the bidder's goods or services;
 - 3) the quality of the bidder's goods or services;
 - 4) the extent to which the goods or services meet the municipality's needs;
 - 5) the bidder's past relationship with the municipality;
 - 6) the impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
 - 7) the total long-term cost to the municipality to acquire the bidder's goods or services; and
 - 8) any relevant criteria specifically listed in the request for bids or proposals.

Minimum Requirements:

- 1. Currently licensed by the TEXAS DEPARTMENT OF STATE HEALTH SERVICES to operate an ambulance service providing services at the Paramedic Level pursuant to Texas Administrative Code 157.11
- 2. Minimum of five (5) years corporate experience in the operation of an ambulance service without any license suspension, revocation, or refusal to renew by Texas Department of State Health Services Administrative Code 157.16
- 3. Minimum of three (3) years corporate experience without any bankruptcy proceedings or filings.
- 4. Minimum of three (3) years of experience providing first line 911 EMS service to at least three (3) other comparable communities, including size and population, within Texas, said service to include an MICU response.
- 5. Ability to provide three (3) positive references for each of the following categories:
 - a. Municipal Official