

**REQUEST FOR PROPOSALS  
RFP No. 08052020**

**FOR**

**ADVANCED LIFE SUPPORT  
EMERGENCY AMBULANCE SERVICES  
CLINCH COUNTY, GEORGIA**

**CLINCH COUNTY BOARD OF COMMISSIONERS**

Roger Metts, Chairman

Debra Thomas

Chad Brown

Kenton McLaine

Henry Moylan

Jaclyn James, County Administrator

Pam Welch, County Clerk

Chad Corlee, County Attorney

**COUNTY REQUEST FOR PROPOSALS OPENING**

**DATE:** August 10, 2020

**PLACE:** Clinch County Commission Office

Clinch County  
22 Court Square, Suite B  
Homerville, GA 31634

**TIME:** 10:00 AM

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**SECTION 1**

**REQUEST FOR PROPOSAL**  
Emergency Ambulance Services

## REQUEST FOR PROPOSALS

The Clinch County Board of Commissioners will receive proposals to provide Emergency Ambulance Service within the unincorporated areas of the County and the municipalities located within the County, as specified in this Request for Proposal (RFP). Proposals must be received by 4:00 PM on August 7, 2020. Late proposals will not be considered or returned.

Proposal packets will be available at Clinch County Board of Commissioners Office, 22 Court Square, Suite B Homerville, Georgia 31516, 912-487-2667 and on Clinch County's website at [www.clinchcountyga.gov](http://www.clinchcountyga.gov). Sealed proposals are to be sent to Clinch County Board of Commissioners, Attn: Jaclyn James at 22 Court Square, Suite B Homerville, GA 31634. Proposals will be opened in the Board of Commissioners Conference Room on August 10, 2020 at 10:00 AM.

The Clinch County Board of County Commissioners reserves the right to reject any and all proposals not in compliance with all prescribed public proposal procedures and requirements, reject any and all proposals upon the finding that it is in the public interest to do so, and waive any and all informalities.

**SECTION 2**  
**INSTRUCTIONS AND CONDITIONS**

## **INSTRUCTIONS AND CONDITIONS**

### **2.1 GENERAL:**

Proposers must study carefully and conform to these "Instructions and Conditions" so that their proposals will be regular, complete and acceptable.

### **2.2 PROPOSALS:**

All proposals must be signed in ink in the blank spaces provided herein (Section 3). If the proposal is made by a firm or partnership, the name and address of the firm or partnership shall be shown together with the names and addresses of the members. If the proposal is made by a corporation, it must be signed in the name of such corporation by an official who is authorized to bind the contract.

### **2.3 SUBMISSION OF PROPOSALS:**

Sealed proposals must be submitted bearing on the outside the name and address of the proposer, the name of the project for which the proposal is submitted and the time and date of the proposal opening. If the proposal is forwarded by mail the proposal, must be enclosed in a package addressed to Clinch County Board of Commissioners, Attn: Jaclyn James, 22 Court Square, Suite B Homerville, GA 31634

### **2.4 RECEIPT AND OPENING OF PROPOSALS:**

Proposals shall be submitted prior to the time fixed in the advertisement for proposals. Proposals received after the time so designated will be considered late proposals and will be returned unopened.

No responsibility will be attached to any official of the County for the premature opening of, or the failure to open, a proposal not properly addressed and identified.

At the time fixed for the opening, the proposals may be opened so as to avoid disclosure of contents to competing offerors during the process of negotiation.

A register of proposals shall be prepared and shall be open for public inspection after contract award. Once the opening time and date arrive, the names of the offerors submitting proposals are read publicly. Other information may be disclosed as deemed advantageous by the Commission.

### **2.5 WITHDRAWAL OF PROPOSALS:**

Proposals may be withdrawn by written or electronic request received from the contractors prior to the time fixed for opening. Negligence on the part of the vendor in preparing the proposal confers no right for the withdrawal of the proposal after it has been opened. The proposal will be irrevocable until the County Board of Commissioners:

1. Specifically rejects the proposal, or
2. Awards a contract and said contract is properly executed.

Contractors' proposals must be valid for at least 120 days.

## **2.6 MODIFICATIONS:**

Any contractor may modify his/her proposal by registered communication at any time prior to the scheduled closing time for receipt of proposals, provided such communication is received prior to the closing time. The communication should not reveal the proposal price but should provide that the final price or terms will not be known until the sealed proposal is opened.

## **2.7 ACCEPTANCE OR REJECTION OF PROPOSALS:**

In the award of the contract, the Clinch County Board of Commissioners will accept the proposal or proposals that in their estimation will best serve the interests of Clinch County, and reserves the right to award the contract to the contractor whose proposal shall be best for the public good. The Clinch County Board of Commissioners reserves the right to accept or reject any or all proposals. Without limiting the generality of the foregoing, any proposal that is incomplete, obscure or irregular may be rejected. Only one proposal will be accepted from any one firm or association. Where multiple options are requested in the proposal response, this shall constitute a single proposal. Any evidence of collusion between proposers may constitute a cause for rejection of any proposals so affected.

## **2.8 ADDENDA AND INTERPRETATIONS:**

No oral interpretations shall be made to any proposer as to the meaning of any of the contract documents or be effective to modify any of the provisions of the contract documents. All requests for an interpretation shall be made electronically and emailed to the County Administrator and, to be given consideration, must be received no later than August 6, 2020. Any and all such interpretations will be sent electronically not later than August 7, 2020. Failure of any proposer to receive any such addendum or interpretation shall not relieve such proposer from any obligation under this proposal as submitted. All addenda so issued shall become as much a part of the contract documents as if bound herein.

**2.9 NONDISCRIMINATION:**

The successful contractor agrees that, in performing the work called for by this proposal and in securing and supplying materials, the contractor will not discriminate against any person based on protected classes specified in federal, state, or local law.

**2.10 FAILURE TO SUBMIT OFFER:**

If no offer is to be submitted, do not return the RFP. Failure of the recipient to offer, or to notify the issuing office that future solicitations are desired, will not result in removal of the name of such recipient from the mailing list for the type of supplies or services covered by the solicitation.

**2.11 PREPARATION OF OFFERS:**

Proposers are expected to examine the specifications, schedules and all instructions.

Each proposer shall furnish the information required by the solicitation. Proposers shall sign the solicitation and print or type their name on other submitted exhibits and each continuation sheet thereof on which an entry is made. Erasures or other changes must be initialed by the person signing the offer. Proposals signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished.

Proposers shall state a definite time for delivery of supplies or for performance of services. Time, if stated as number of days, will include Saturdays, Sundays and holidays.

**2.12 SPECIFICATIONS LIMITING COMPETITION:**

Proposers may comment on any specification or requirement contained within this RFP, which they feel limits competition in the selection of a proposer to perform the services herein defined. Protests shall detail the reasons and any proposed changes to the specifications. Such comments shall be formal in writing and are to be addressed and emailed to:

**Clinch County Board of Commissioners  
Attention: Jaclyn James  
Specification Protest: Ambulance Services  
Clinch County  
22 Court Square, Suite B  
Homerville, Georgia 31634  
jjames@clinchcountyga.gov**



**Such comments shall be submitted to Clinch County no later than August 10, 2020.**  
No comments will be accepted after that time. Any substitutions for items specified will not be accepted without prior written approval of the County Administrator.

**2.13 EXCEPTIONS:**

Responding vendors taking exception to any requirement of this RFP Document shall indicate such exception(s) on a separate page of their proposal. Proposers failing to indicate any exceptions shall be interpreted so that the responding vendor intends to fully comply with all RFP requirement(s) as written and subsequent agreement terms as stated. Explanation must be made for each item for which exception is taken, giving in detail the extent of the exception, and the reason(s) for which it is taken, for consideration to be given to the vendor.

**2.14 EMPLOYEES NOT TO BENEFIT:**

No employee or elected official of Clinch County shall be admitted to any share or part of this contract or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this contract if made with a corporation for its general benefit.

**2.15 COUNTY FURNISHED PROPERTY:**

No material, labor or facilities will be furnished by the County unless otherwise provided for in the Request for Proposals.

**SECTION 3**  
**PROPOSAL CONTENTS AND RESPONSE**

## PROPOSAL CONTENTS AND RESPONSE

### 3.1 **GENERAL:**

The proposal should contain the required elements as stated in Section 3.2. Detailed Submittal Requirements. The County reserves the right to solicit additional information or proposal clarification from the firms, or any one firm submitting proposals, should the County deem such information necessary. Any proposer supplied material that is to be considered confidential, to the extent allowed under Georgia Public Records Law, must be so marked with statutory exemption asserted.

- 3.1.1 The proposals shall be submitted by August 7, 2020 at 4:00 PM to Clinch County Board of Commissioners, Attn: Jaclyn James, 22 Court Square, Suite B Homerville, Georgia 31634
- 3.1.2 One (1) signed original and five (5) copies of the proposal shall be submitted, along with one electronic copy in PDF format.
- 3.1.3 Clinch County reserves the right to solicit additional information or proposal clarification from vendors, or any one vendor, should the County deem such information necessary.
- 3.1.4 This Request for Proposals (RFP) and all supplemental information in response to this RFP will be a binding part of the final contract entered into by the selected vendor and Clinch County.
- 3.1.5 Any Proposer supplied material that may be considered confidential, to the extent allowed under Georgia Public Records Law, must be so marked with statutory exemption asserted.
- 3.1.6 Clinch County reserves the right to reject any and all proposals, and to accept the proposal deemed most advantageous to the County.
- 3.1.7 All costs associated with participation in this procurement process shall be borne by the proposer. The County will not be responsible for any costs incurred by any party because of participation in this process. The County reserves the right to reject any or all proposals.
- 3.1.8 The proposer shall submit executed notarized “investigative authorization forms” for the company(s) whose credentials are submitted for review and for all owners, officers and key personnel. Publicly held companies need only submit the company release and those for the managers and key personnel who would be involved in the fulfillment of the contract or in the preparation of the proposal.

Copies of the required release forms are provided as Appendix 4, Investigative Releases.

**3.1.9** The County specifically makes no representations or warranties regarding the number of requests for ambulance service, ambulance transports, quantities or length of long-distance transports, or frequency of special events coverage that may be associated with this procurement. Any and all historical data related to past volumes of emergency response activity within the Clinch County EMS system are provided to illustrate the historical level of emergency activity only, and not to guarantee future business volume.

**3.1.10** Proposers are cautioned that all inquiries must be made to the Clinch County Administrator at the following address:

Clinch County Board of Commissioners  
Attn: Jaclyn James  
22 Court Square, Suite B  
Homerville, Georgia 31634  
jjames@clinchcountyga.gov

Requests for clarification of the RFP specifications must be made electronically. Answers to questions, if any, raised by any proposer will be sent electronically to every potential proposer who has properly registered with the County. Any information obtained by proposers from any source other than electronic communication from the County should be considered unofficial and possibly in error.

**3.1.11** The Commission reserves the right to amend or clarify this RFP by addenda. Addenda may be issued no later than ten days prior to the due date of the proposals. All addenda issued will become part of the original or modified RFP document. The addenda will be posted to under “Bid & RFP Announcements” on the Commission’s web site.

## **3.2 DETAILED SUBMITTAL REQUIREMENTS AND PROPOSAL CONTENTS**

To ensure that the evaluation of proposals is as equitable as possible, all proposals must be submitted in the following format. Order and numbering conventions should be consistent with the required Table of Contents.

I. Letter of Transmittal

- II. Introduction
  - A. Description of Proposed Organization
- III. Credentials
  - A. Analogous Experience
  - B. Demonstration of Sound Financial Position
  - C. Documentation of Regulatory Compliance and Litigation
- IV. Clinical Performance
  - A. Methods to Ensure Sound Clinical Performance
  - B. Medical Oversight and Direction
- V. Community Service and Education
- VI. Control Center Operations
  - A. Proposed Dispatch Equipment and CAD System
  - B. Proposed Methods of Providing High Quality Dispatch Services.
- VII. Human Resources
  - A. Compensation and Benefits
  - B. Health and Safety Programs
  - C. Recruitment and Retention Strategies
- VIII. First Responder Program Support
  - A. First Responder Equipment and Supply Replenishment
  - B. Training Support for First Responder Program
  - C. Creative Proposals to Enhance Provider / First Responder Partnership
- IX. Fleet and Equipment Issues
  - A. Proposed Vehicles and Equipment
- X. Administrative
  - A. Provision of Insurance
- XIII. Pricing Information

The Proposer will address each item in this section. Programs and offerings will be compared to other proposals. Any proposer whose response fails to incorporate or utilize the minimum standards shall be non-responsive.

### **3.3 EQUAL OPPORTUNITY**

The successful proposer must be an Equal Opportunity Employer and have a policy of nondiscrimination in employment, consistent with federal, state and local law. A statement attesting to this must be included.

## PROPOSAL RESPONSE

Submitted by: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

The undersigned, through the formal submittal of this proposal response, declares that he/she has examined all related proposal documents and read the instruction and conditions, and hereby proposes to supply materials and services for **EMERGENCY AMBULANCE SERVICES FOR CLINCH COUNTY** as specified, in accordance with the proposal documents herein.

The Proposer, by his signature below, hereby represents as follows:

(a) That no Commissioner, officer, agency or employee of Clinch County is personally interested directly or indirectly in this contract or the compensation to be paid hereunder, and that no representation, statement or statements, oral or in writing, of the County, its Commissioners, officers, agents, or employees had induced him to enter into this contract and the papers made a part hereof by its terms;

(b) That this proposal is made without connection with any person, firm or corporation making a bid for the same material, and is in all respects, fair and without collusion or fraud.

(c) The proposer agrees to accept as full payment for the services specified herein, the amount as shown in his/her proposal.

(d) Vendors shall use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this document.

(e) The County is conducting a competitive RFP process for the contract, which must be free from improper influence or lobbying. Proposers are authorized to contact only the County Administrator with comments or questions related to this RFP. No Proposer, including anyone directly or indirectly on behalf of such Proposer, shall attempt to influence any part of the process. From the time the RFP is issued until the Board of Commissioners approves a final

contract award (the "Pre-execution Period"), proposers directly, or indirectly through others, agree not to attempt to influence in any manner the decision-making process, including, but not limited to, contacting or lobbying the Board of Commissioners or County Administrator; contacting RFP evaluators; or answer questions regarding the RFP or their Proposals. Violation of this provision during the Pre-execution Period may subject the Proposal or the Proposer to be rejected from the process.

The names of the principal officers of the corporation submitting this proposal, or of the partnership, or of all persons interested in this proposal as principals are as follows:

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

(If Sole Proprietor or Partnership)

In witness hereto, the undersigned has set his (its) hand this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature of Proposer

(If Corporation)

In witness, whereof the undersigned corporation has caused this instrument to be executed by its duly authorized officers this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Name of Corporation

\_\_\_\_\_  
By

\_\_\_\_\_  
Title



**SECTION 4**  
**GENERAL INFORMATION**

## GENERAL INFORMATION

### INTRODUCTION

Clinch County, Georgia, announces an invitation for qualified proposers to submit proposals for the provision of exclusive emergency ambulance services. The successful proposer will be granted an exclusive contract subject to Clinch County Commission approval for an initial period of one (1) year, beginning immediately and will have the opportunity to earn up to four, 1-year extensions based on performance. The contractor is responsible for the collection of patient transport revenues from appropriate sources other than the County.

#### A. Overview of System Design

Clinch County was created in 1850, and is the third largest county land-wise in the state, with 809 square miles of area. The City of Homerville is the County Seat. Clinch County's population estimate for 2019 is approximately 6,618.

The County currently maintains advanced life support emergency ambulance services in the Clinch County 911 Ambulance Zone. The current level of effort maintains the minimum provision of 3 Advanced Life Support Ambulances, 1 units staffed 24-7. The County provides funding through the General Operating Fund as approved in the annual budget by the Clinch County Board of Commissioners. There are approximately 1,000 emergency requests for service each year. In addition, to the ambulance service provider, multiple first responders within Clinch County respond to emergency medical calls. The Homerville-Clinch FD, staffed with career personnel operates within the jurisdictional limits of Clinch County and the City of Homerville, the Argyle FD, similarly staffed, responds to emergency calls within the City of Argyle, the Dupont FD, similarly staffed, responds to emergency calls within the jurisdictional limits of the City of Dupont, and the Fargo FD, similarly staffed, responds to emergency calls within the jurisdictional limits of the City of Fargo. Clinch County operates multiple fire station facilities throughout the unincorporated areas of Clinch County utilizing volunteer staff.

The County is responsible for providing no less than one (1) Advanced Life Support ambulance crews at any given time.

### III. Service Area Summary, Demographics and Background

#### A. Service Area

The service area is Clinch County, Georgia. Clinch County is the licensed zone provider of ambulance services within Clinch County as prescribed under OCGA 290-5-30-04.

#### B. Demographics

Demographic data is provided in Appendix 1.

**SECTION 5**  
**SCOPE OF WORK**

## **SCOPE OF WORK**

### **A. General Contractor Relationship**

Through this procurement, Clinch County intends to hire a single contractor to provide the services specified within this RFP. Should a proposer intend to utilize one or more subcontractors to provide any of the contractor's primary responsibilities, including, but not limited to, ambulance response, medical transportation, staffing, training, communications, call center management, accounts receivable management, collection activity, fleet or equipment maintenance, or any similar services, the proposer must include detailed information about the subcontractor and its relationship to the proposer to allow the County to evaluate the quality and effectiveness of the subcontractor's proposed role. County will look only to the primary, general contractor to deliver contracted performance.

### **B. Scope of Service**

The contractor will provide all emergency ground ambulance service for the entire population of Clinch County. The County will permit the Clinch County contractor to compete in the non-emergency segment of the ambulance market using resources that are also used to provide emergency service so long as it does not interfere with the efficient and economical delivery of emergency ambulance service within the County.

All ambulance services will be provided at the advanced life support (ALS) level. Additionally, the contractor will furnish standby coverage for special events, as well as reasonable mutual aid services.

The EMS Station will be provided by the county.

The contractor may seek outside obligations, the contractor may use any of the Clinch County EMS system infrastructure or factors of production to provide service for any other purpose not covered by the contract, however under no circumstances will such outside obligations interfere with the contractor meeting its obligations to Clinch County.

### **C. Reporting Requirements**

The contractor will provide, by the fifteenth day of each calendar month, reports detailing its performance during the preceding month as it relates to each of the performance requirements stipulated herein.

#### **D. Equipment Furnished/Infrastructure Available**

To provide an integrated response and improve cost effectiveness of the system the County will provide for the contractor's use of a radio system owned by the County

The Tri-County E-911 Authority currently operates a 9-1-1 Emergency Dispatch System, which is owned and maintained by Atkinson County, Clinch County, and Lanier County. The Contractor will fund any modifications, additions or custom programming to the existing CAD that may be required to meet the requirements of this contract.

#### **E. Contractor Provided Equipment**

Each proposer must specify in their proposal what vehicles and equipment it proposes for this system.

##### **Ambulance Fleet and Clinical Equipment:**

Proposers must provide a detailed plan for the provision and management of the ambulance fleet, support vehicles and equipment. At a minimum, this plan should provide detailed specifications that describe the vehicles and equipment to be used.

Contractor will provide (2) fully operational ambulance units dedicated to specific use for the County and one (1) reserve unit.

The County requires that the specified ambulances meet the State of Georgia minimum standards for vehicles and equipment.

#### **F. Supplies for Basic and Advanced Life Support Services**

It will be the contractor's responsibility to provide all supplies and equipment necessary and/or required to provide basic and advanced life support ambulance services consistent with OCGA § 290-5-30-.05.

#### **G. Integration of First Responders**

Currently, fire agency based first response is available throughout most of the County. The local fire agency having jurisdiction has the responsibility for overall scene safety and management. The contractor shall be included in standard operating procedures within the command system and may, according to the agreement reached, be provided command responsibilities prior to the arrival of the fire agency. Once the fire agency arrives on scene, the command responsibility is transferred to the ranking fire officer. Authority and responsibility for patient care will be the responsibility of the senior paramedic, regardless of rank or agency, on the first arriving first response or ambulance vehicle

Contractor's support of the first responder program shall include:

**1. First Responder Equipment and Supply Replenishment**

The contractor shall develop mechanisms to exchange re-usable orthopedic appliances, and re-stock or reimburse disposable and ALS medical supplies used by first responders when first responder personnel have provided treatment. Whenever possible equipment exchange should be accomplished on scene.

Proposers are encouraged to detail their proposed support to the first responder program including access to proposer's group purchasing programs and other benefits.

**2. Support of First Responder In-Service Training**

The proposer will detail its offer to support in-service training for first responders, which will benefit the EMS system as a whole. This training should, at a minimum facilitate on-scene interactions with contractor's personnel by offering joint EMS training and provide access to the contractor's educational programs needed for the continued certification of first responders. The proposer will provide a detailed description of its proposed support and funding for first responder training.

**H. Communications System Management**

The Tri-County E-911 Authority System is responsible for the dispatch of ambulances to 9-1-1 requests for emergency services. Upon the dispatch of the ambulance, callers are transferred to the contractor's communications center for further instruction and caller communications. The contractor shall furnish and manage its emergency communications center from which it can communicate with the ambulance and personnel responding to emergency calls in Clinch County.

Contractor and the Tri-County E-911 Authority's supervisory personnel will cooperate in the resolution of problems and disputes. Contractor's personnel will comply with normal Communications Center standard operating procedures. Contractor and the Tri-County E-911 Authority's supervisory personnel will cooperate in the resolution of problems and disputes.

**5. Call Screening**

The County does not allow the concept of "call screening." It shall be a major breach of this contract for the contractor to fail to respond to a call or to transport or to render emergency medical patient assessment and treatment, as appropriate, or to otherwise refuse or fail to provide any ambulance services to any location within the regulated service area because of the patient's perceived, demonstrated or stated inability to

pay for such services, or because of an unavailability status or the location of any ambulance unit at the time of the request.

## **I. Data and Reporting Requirements**

The long-term success of an EMS system is predicated upon its ability to both measure and manage its affairs. Therefore, the County will require its contractor to provide detailed operations, clinical and administrative data in a manner that facilitates its retrospective analysis.

### **1. Communication Center Data Capabilities**

The contractor's electronic data system must be capable of producing reports to be utilized by the County in measuring clinical, operational, and financial performance.

### **2. Quality Improvement and Medical Control**

The contractor's electronic data system must be capable of capturing and reporting common data elements used within the EMS system. In addition, it is anticipated that the data system will be capable of reporting adherence to medical dispatch protocols, and provision of pre-arrival instruction.

### **3. Records**

It is understood that the data collection system shall include, but not be limited to, the following generally described sources. It is also understood that the contractor shall make these records available upon request of Clinch County.

- a. A uniform patient care form.
- b. Equipment maintenance and inventory control schedules.
- c. Continuing education and certification records documenting training and compliance with the Medical Director's requirements.

A patient care form is required to be completed for all patients for whom care is rendered at the scene, regardless of whether the patient is transported.

### **4. Monthly Reports Required**

Contractor shall provide, by the fifteenth day of each calendar month, reports detailing its performance during the preceding month as related to the clinical, operational and financial performance stipulated herein. The format of such reports shall be subject to the County's approval.

### **5. Financial Statements**



Annual income statements for the contractor's operation under the County contract shall be provided to the County within 90 days of the end of each calendar year. The income statements shall be in the format specified by Appendix 2 and shall be certified by a certified public accountant that has direct responsibility for financial aspects of the contractor's operations under the County contract. Contractor shall also comply with such other miscellaneous reporting requirements as may be specified by the County.

#### **J. Internal Risk Management/Loss Control Program Required**

The County believes that education and aggressive prevention of conditions in which accidents occur is the best mechanism to avoid injuries to patients and the contractor's staff. Therefore, the County requires the contractor to develop and implement an aggressive loss control program including, at a minimum, physical pre-screening of potential employees (including drug testing), initial and on-going driver training monitoring of driving performance, safety restraints for patients and caregivers, infectious/communicable disease training, lifting technique training, hazard reduction training, as well as involvement of employees in planning and executing its safety program.

#### **K. Stand-By and Special Events Coverage**

Upon request by law enforcement and fire department dispatchers, the contractor shall furnish courtesy stand-by coverage at emergency incidents involving a potential danger to the personnel of the requesting agency or the general public.

Other community service-oriented entities may request stand-by coverage from the contractor. The contractor is encouraged to provide such non-dedicated standby coverage to events if possible. If the contractor is requested to provide such services with a dedicated ambulance, then the contractor may provide such services for a charge. Contractor may also make a paramedic available for pre-scheduled stand-by and special events coverage at an hourly rate. Proposers should provide a plan for the development of a joint special events team utilizing resources provided by the first response agencies that choose to participate, as well as the contractor. Revenues from special events may be used to fund the plan.

#### **L. Community Education Requirements**

The County desires that its contractor take significant steps to improve access to the 9-1-1 system and participate in community education programs emphasizing preventative health care. These programs are to be made available to schools and community groups. It is the County expectation that the contractor will plan such programs working collaboratively with local fire agencies and other public safety-related groups.

## **M. Mutual Aid**

The contractor shall, at a minimum, provide mutual aid as required by O.C.G.A. § 31-11. Additionally, the provider may enter into mutual aid agreements with other agencies which will utilize the other provider's units to occasionally respond to calls within Clinch County, provided that the level of service is substantially equal to that provided by the contractor and the agreement is approved by the County. Mutual aid may be utilized to augment, but not replace, the services that the County is requiring from the contractor. In every case, the contractor will be held accountable for the performance, including response times, of any mutual aid provider used in the County.

The contractor will keep records of mutual and regional aid received and given, including the County or other governing entity and EMS provider that provided or received aid. The county may periodically request that the contractor submit a report detailing all mutual and regional aid responses given and received.

## **N. Disaster Assistance and Response**

The contractor shall be actively involved in planning for and responding to any declared disaster in the County. Both a mass casualty incident plan and an emergency disaster plan following incident command system guideline have been developed.

## **O. Clinical and Employee Provisions**

### **A. Medical Oversight**

The Contractor shall furnish medical control services, including the services of a Medical Director.

#### **1. Medical Protocols**

Contractor shall comply with EMS System medical protocols and policies and other requirements of the system standard of care as established by the Medical Director.

### **B. Minimum Clinical Levels and Staffing Requirements**

All ambulances rendering services shall be staffed and equipped to render paramedic care. Initially, the minimum requirement for the second staff member shall be an EMT-B.

### **C. Demonstrable Progressive Clinical Quality Improvement Required**

The County desires that its contractor develop and implement a comprehensive quality improvement process for the EMS system. That process shall include, at a minimum, transport personnel, and should provide for integration of all responders and caregivers

for each patient care situation. Ideally, the QI process should include all patient contacts and interventions, including: bystander action, AED or other first responders, including law enforcement, 911 call-taking and EMD, multiple agency dispatchers, Fire first responders, Ambulance personnel, online medical advisors, off-line medical advisors and receiving facilities. Quality improvement processes shall be utilized to improve outcome-oriented patient care and facilitate continuing education.

The contractor shall provide in-house or sub-contracted in-service training programs designed to meet employee certification requirements that will be offered at no cost to employees. While the specific compensation strategy utilized by each proposer to attract and retain quality employees is properly left to the expertise of the proposers, the County would like to see the employees compensated for time spent in required training. Such compensation, whether in the form of hourly pay, training bonuses, differential pay or other form should be specifically identified in the proposal.

The contractor shall budget a specific amount each year to be used for non-mandatory clinical upgrades. It is the County's intent to encourage and require its contractor to anticipate increasing internal standards and the funding needs of these enhancements in addition to those that may be externally mandated. Each Proposer will be required to propose a cumulative annual reserve for these upgrades for each year of the contract.

#### **E. Character Competence and Professionalism of Personnel**

The County expects and requires professional and courteous conduct and appearance at all times from the contractor's field personnel, medical communications personnel, middle managers and top executives.

#### **F. Personnel**

The contractor will be expected to furnish the personnel necessary to provide the services identified in the proposal throughout the term of the contract. The contractor is expected to furnish the same personnel or replacement personnel with equal or superior qualifications. Additionally, the proposer is required to provide a proposed organization chart that describes the reporting relationships in each of the positions providing service to Clinch County.

#### **G. Discrimination Not Allowed**

During the performance of this contract, the proposer agrees that it will comply with all applicable provisions of federal, state and local laws and regulations that prohibit discrimination. Specifically, the proposer warrants that it shall:

Not discriminate against any employee or applicant for employment as articulated in federal, state, or local regulation. This shall include, but not limited to the following: employment; upgrading; demotion; transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

### **Employee Affairs – An Employer Matter**

The proposers are expected to employ reasonable work schedules and other conditions to ensure the highest level of safety, competence, and longevity.

The County expects that to attract and retain outstanding personnel, the contractor must offer reasonable compensation. Average salary levels, which may be proposed, at a minimum, shall be equal to or exceed current salary levels. The County in no way intends to restrict the ingenuity of the contractor and its employees from working out new and creative compensation (salary and benefits) programs.

The County emphasizes that the contractor is responsible for conducting the affairs with its employees, including managing personnel and resources safely, fairly, and effectively. The County will not otherwise involve itself in contractor/management/employee relationships.

### **I. Contractor Recruitment and Retention Strategies**

The contractor shall propose creative strategies to recruit and retain employees that meet the goal of minimizing employee turnover.

**SECTION 6**  
**QUALIFICATIONS REQUIREMENTS**

## QUALIFICATION REQUIREMENTS

### II. Minimum Qualifications & Documentation of Credentials

#### A. Overview

This section describes the minimum qualifications that a proposer must meet to be eligible for contract award. This process will require the submission of a single proposal document containing both the proposer's credentials statement and detailed service proposal.

Credentials statements will be evaluated to establish ability of each proposer in the areas of analogous experience, financial depth and stability, and documentation of regulatory compliance. Proposers are cautioned about submitting incomplete or unresponsive credentials statements or proposals. Incomplete or unresponsive credentials or proposals will not be considered.

The County will conduct a verification of the credentials and qualifications of the proposer receiving the best score in the evaluation process. If the County finds any substantial misrepresentation of qualifications or is unable to verify a proposer's credentials, the proposer will not be selected.

#### B. Standard Method for Qualifications

Proposers must provide detailed information and supporting materials to enable the County to fully evaluate their qualifications. Proposers having multiple sites may use information from any site to establish qualifications.

##### 1. Analogous Experience

Each proposer shall provide the following:

- a. Documentation clearly demonstrating that the proposer has experience managing an ambulance service in a community with a population of at least 7,000 persons. Information should include a list of communities in which the service is operated, name(s), address(es) and phone number(s) of the Medical Director(s) and contract officer(s) or designated public official(s) with oversight responsibility.
- b. Documentation of existing sophisticated internal emergency services management systems and personnel that can facilitate its transition to managing such a service.

Proposer shall provide information and documentation of existing management and supervisory strength, including senior management and management bench strength, to demonstrate the organization's ability to manage such a program. The information

provided should be in the form of names and resumes of existing management and supervisory personnel who will be directly responsible and accountable for providing services under this RFP.

## **2. Demonstration of Sound Financial Position**

Proposer shall provide evidence that clearly documents the financial history of the organization. All financial information should be reported for the operational unit responsible for the proposal. If the organization is a multi-site operator or subsidiary operation, it may report consolidated financial information provided that a letter guaranteeing the proposer's performance with the full faith and credit of the parent organization is included with the financial data. The proposer will also provide and document the following:

- a. Access to sufficient capital to provide for implementation and start-up of the contract.
- b. Financial reserves or net worth sufficient to sustain the operation in case the proposer has incorrectly estimated expenses or profits from the operation.
- c. Any issue or potential event that may have a material bearing on the financial condition, solvency, or credit worthiness of the organization. These should include any material contingent liabilities or uninsured potential losses.
- d. Copies of audited financial statements for the last 2 years. If no audited financial statements are available, the company must provide other convincing evidence of financial capability and stability such as financial statements and personal or institutional guarantees of the company's obligations and performance. The burden of proof of financial stability is upon the proposer.
- e. Evidence of the ability to secure insurance coverage required under this procurement. This may be in the form of certificates of insurance or a letter from an appropriate insurance company documenting that coverage will be provided.

## **3. Documentation of Regulatory Compliance and Litigation**

- a. Evidence of a compliance program with Federal payers (Medicare & Medicaid) and third-party payer billing and documentation compliance program. Proposer should identify its program, methods, documentation guidelines, and implementation procedures.
- b. The proposer shall detail all regulatory investigations, findings, actions, complaints and their respective resolutions. Proposer will specifically include details about all emergency (911) contract terminations within the last two years. Additionally, the

proposer will detail the circumstances and resolution of any contract disputes or notices of non-compliance.

- c. Specifically, the proposer will provide a description and documentation of the results of any ambulance license termination or federal programs (Medicare, Medicaid or similar programs) compliance investigations of any of their owned or related organizations.
- d. The proposer will provide a detailed list of all litigation with an anticipated or reserved exposure of \$200,000 or more in which the proposer is involved.



**SECTION 7**  
**EVALUATION AND SELECTION CRITERIA**

## **A. General Submission Information**

### **1. Procurement Time Frames**

The schedule for the Clinch County procurement is outlined in the Schedule found on page 4.

### **2. Cost of Participation**

All costs associated with participation in this procurement process shall be borne by the proposer. The County will not be responsible for any costs incurred by any party because of participation in this process. The County reserves the right to reject any or all proposals.

### **3. County to Investigate Credential and Proposal Submissions**

The proposer shall submit executed notarized “investigative authorization forms” for the company(s) whose credentials are submitted for review and for all owners, officers and key personnel. Publicly held companies need only submit the company release. Copies of the required release forms are provided in Appendix 2, Investigative Releases.

### **4. Own Expertise and Judgment Required**

Each proposer is specifically advised to use its own expertise and professional judgment in deciding upon the methods to be employed to achieve and maintain the level of effort required under the contract. The County recognizes that different proposers may employ different methods with equal success.

### **5. Estimated Business Volumes**

The County specifically makes no representations or warranties regarding the number of requests for ambulance service, ambulance transports, quantities or length of long-distance transports, or frequency of special events coverage that may be associated with this procurement. Historical data related to past volumes of business within the Clinch County EMS system are provided to illustrate the historical level of performance only, and not to guarantee future business volume.

## **B. Evaluation of Proposals**

The Clinch County Board of Commissioners will evaluate proposals with the assistance of the County Administrator and County Attorney.

Investigations of proposers' submissions and services may be conducted as deemed necessary by the County. Such investigations may include a site visit.

Proposals will be evaluated according to the following methodology:

- Compliance with the RFP

Proposals determined to be non-compliant with the RFP will be eliminated. Compliance means that a proposal meets the minimum credentialing criteria, that the proposal was received prior to the deadline for submission, the mandatory table of contents was followed, ordering and numbering conventions are consistent with the required table of contents, programs and offerings described in the proposal meet the prescribed minimum standards, and format stipulated in the RFP.

- Review of Credentials

Credentials statements submitted by all proposers will be evaluated and scored. Then, each proposal will be evaluated and scored. Points accumulated as a result of the credentials review will be included in the final scoring of the proposals.

Credentials scoring will be accomplished by assigning the maximum number of points in each category to the proposer documenting the strongest qualifications. Other proposers will receive proportionately fewer points based on the Selection Committee's evaluation of the relative qualifications of each proposer. Submissions failing to demonstrate minimum qualifications in any category will receive a "0" score for that category and be disqualified.

Points awarded because of credentials review will be added to the proposal points in the final compilation process so that, in the event two or more Proposers receive close scores, the more experienced or qualified firm will receive an advantage for demonstrating superior credentials.

- Review of Proposals to Provide Ambulance Service

A Review of Proposals to Provide Ambulance Service will be conducted by county staff.

**SECTION 8**

**GENERAL CONDITIONS**

## GENERAL CONDITIONS

### VI. Financial and Administrative Provisions

#### A. Terms and Renewal Provisions

The term of the contract ultimately executed by the successful proposer will be for a period of one (1) year beginning immediately. The contract may automatically renew up to four (4) annual periods of one (1) year each unless either party sends written notification of termination.

#### B. Pricing and Rates

Proposers are required to submit pricing information on the forms enclosed in Appendix 5, Pricing Information. Proposers are required to submit an annual maximum average charge for each year of the proposed contract. The proposed maximum average charge will include the base rate for each type of ambulance service and charges for mileage. Specifically, the maximum average charge will represent all categories of transport such as: BLS-Emergency, ALS-1, ALS-1-Emergency, ALS-2, Specialty Care Transport and mileage for all emergency calls resulting from market rights assigned through the ambulance contract. Non-emergency calls, standby's, mutual aid to areas outside of the County and similar sources of revenue will be excluded from the calculation.

In preparing the price proposal, proposers may not escalate the maximum average charge proposal by more than 5% from one year to the next for the level of service rates. In preparing the price proposal, proposers may not escalate the maximum average charge proposal by more than 10% from one year to the next for mileage rates. For the reasonable protection of the contractor, the contract will contain a provision providing that any situation, beyond the reasonable control of the contractor, that significantly causes increased cost to the contractor, may be cause for the contractor to petition the County for a contract rate increase or change in contract terms.

#### C. Insurance and Indemnity Provisions

Proposers will provide satisfactory evidence that if chosen as the County's contractor, the company will be able to provide, throughout the term of the contract insurance coverage meeting or exceeding the following requirements:

1. Commercial general liability insurance in the amount of not less than \$1,000,000 combined single limit per occurrence for personal injury and property damage, for the protection of the County, its officers, commissioners and employees against liability

for damages because of personal injury, bodily injury, death or damage to property, including loss of use thereof in any way related to the contract.

2. Business automobile liability insurance in the amount of not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage for the protection of the County, its officers, commissioners, and employees against liability for damages because of bodily injury, death or damage to property, including loss of use thereof in any way related to the contract.
3. Professional liability insurance in the amount of not less than \$1,000,000 combined single limit per occurrence for medical professional liability coverage for the protection of the County, its officers, commissioners and employees against liability for damages because of personal injury, bodily injury, death, or damage to property, including loss of use thereof and damages because of negligent acts, or errors and omissions, in any way related to the contract.
4. The commercial general liability and automobile liability insurance shall include the County as an additional insured and refer to and support the Contractor's obligation to hold harmless the County, and its officers, commissioners and employees. All the above insurance shall provide sixty days written notice to the County in the event of a cancellation or material change and include a statement that no act on the part of the insured shall affect the coverage afforded to the County under the insurance. These policies shall be primary insurance with respect to the County. Any insurance or self-insurance maintained by the County shall be excess and shall not contribute to it.
5. Additionally, the successful proposer must agree to the following:
  - a) The Contractor agrees to defend, indemnify and save harmless the County, their officers, agents, employees and representatives from any and all claims, demands, liabilities, penalties, damages, expenses and judgments of any nature and description based on the negligence of the Contractor and arising out of the performance by the Contractor, its employees, subcontractors or agent in providing ambulance services under the contract for the County.
  - b) Contractor expressly understands and agrees that any insurance protection required by the contract or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, defend, save and hold harmless the County or its elected officials, officers, employees, agents, assigns, and instrumentalities as herein provided.
  - c) The County has no obligation to provide legal counsel or defense to Contractor or its subcontractors, agents or employees in the event that a suit, claim or action of any

character is brought by any person not a party to the contract against Contractor as a result of or relating to performance or obligations of the services under the contract.

d) Except as expressly provided herein, the County has no obligation for the payment of any judgment or the settlement of any claims against Contractor as a result of or relating to obligations under the contract.

e) Contractor shall immediately notify the County of any claim or suit made or filed against Contractor or its subcontractors regarding any matter resulting from or relating to Contractor's obligations under the contract, and will cooperate, assist and consult with the County in the defense or investigation thereof.

indemnity clause in the agreement: Contractor shall indemnify, hold harmless and defend the County, its Commissioners, officers, agents and employees, from and against all claims and actions, and all expenses incidental to the investigation and defense thereof, arising out of or based upon damage or injuries to persons or property resulting from the Contractor's operations under this agreement, or caused by the errors, omissions, fault or negligence of the Contractor or its employees or subcontractors.

#### **D. Contractor Breach and Provisions for Early Termination**

Conditions and circumstances that constitute a breach of the contract include but are not limited to the following:

1. Failure of the contractor to operate the system in a manner which enables the County or the contractor to remain in compliance with federal or state laws, rules or regulations.
2. Falsification of information supplied by the contractor during or after this procurement process.
3. Failure of the contractor to provide data generated during operations including by way of example, but not by way of exclusion, dispatch data, patient report data, response time data or financial data.
4. Excessive and unauthorized scaling down of operations to the detriment of performance during a "lame duck" period.
5. Failure of the contractor's employees to conduct themselves in a professional and courteous manner and present a professional appearance.

6. Failure of the contractor to maintain equipment in accordance with manufacturer recommended maintenance procedures.
7. Failure of the contractor to cooperate with and assist the County after breach has been declared.
8. Failure of the contractor to meet the system standard of care as established by the Medical Director.
9. Failure of the contractor to maintain insurance in accordance with the contract.
10. Failure to maintain a letter of credit or cash account meeting the terms and amount specified in the contract.
11. The unauthorized assignment of any assets, used in the performance of the County contract to any third party.
12. The filing of any bankruptcy or any other similar action, which, in the opinion of the County, places the performance of the contract at risk.
13. Failure to submit reports and information under the terms and conditions outlined in this RFP and any subsequent contract.
14. Any other failure of performance, clinical or other, required in accordance with the contract and which is determined by the Board of County Commissioners to constitute a breach or endangerment to public health and safety.

#### **E. County's Remedies**

If conditions or circumstances constituting a breach as set forth above, are determined to exist, the County shall have all rights and remedies available at law or in equity under the contract, specifically including the right to terminate the contract.

#### **F. Provisions for Termination of Contract**

In the event of contract breach, the County will give the contractor written notice, return receipt requested, setting forth with reasonable specificity the nature of the breach. Within five (5) calendar days of receipt of such notice, the contractor will deliver to the County, in writing, a plan to cure such breach. The plan will be updated, in writing, every five (5) calendar days until the breach is cured. The contractor shall have the right to cure such breach within 30 calendar days of receipt of notice of breach. If the contractor fails to cure such breach within the period allowed for cure (such failure to be determined by the sole and absolute discretion of the County), or the contractor fails to timely deliver the cure



plan, or updates to the County, the County may immediately terminate the contract in accordance with the contract. The contractor will cooperate completely and immediately with the County to affect a prompt and orderly transfer of all responsibilities to the County.

The contractor will not be prohibited from disputing any findings of breach through litigation, provided, however, that such litigation will not have the effect of delaying, in any way, the immediate transfer of operations to the County. Such dispute by the contractor will not delay the County's access to funds made available by the letter of credit or cash account. These provisions will be specifically stipulated and agreed to by both parties as being reasonable and necessary for the protection of public health and safety. Any legal dispute concerning the finding that a breach has occurred will be initiated and shall take place only after the transfer of operations to the County has been completed, and will not, under any circumstances delay the process of transferring operations to the County or delay the County's access to performance security funds as needed by the County to finance such transfer of operations.

The contractor's cooperation with and full support of the County's termination of the contract, as well as the contractor's immediate release of performance security funds to the County will not be construed as acceptance by the contractor of the finding of breach. However, failure on the part of the contractor to cooperate fully with the County to affect a smooth and safe transition shall itself constitute a breach of contract.

#### **G. "Lame Duck" Provisions**

Should the contractor fail to prevail in a future procurement cycle, the contractor will agree to continue to provide all services required in and under the contract until a new contractor assumes service responsibilities.

1. The contractor will continue all operations and support services at the same level of effort and performance that were in effect prior to the award of the subsequent contract to a competing organization.
2. The contractor will make no changes in methods of operation, which could reasonably be aimed at cutting contractor services, and operating cost to maximize profits during the final stages of the contract.
3. The County will not unreasonably withhold its approval of the contractor's request to begin an orderly transition process, including reasonable plans to relocate staff, scale down certain inventory items, etc. if such transition activity does not impair the contractor's performance during this period.

#### **H. General Provisions**

## **1. Assignment**

The contractor shall not assign any portion of the contract without first obtaining written consent from the County. County may require credentials and financial information from the transferee and may base its approval or withholding of approval on the information provided.

## **2. Permits and Licenses**

The contractor shall be responsible for and hold all required federal, state and local licenses required to perform the duties under the contract. The contractor will be responsible for assuring that all its personnel hold valid state and local certifications at all times required to meet the contractor's responsibilities under the contract.

## **3. Compliance with Laws and Regulations**

All services furnished by the contractor under the contract shall be rendered in full compliance with all applicable federal, state, and local laws, ordinances, rules and regulations. It shall be the contractor's sole responsibility to be fully familiar with all laws, rules and regulations that apply to the services provided by the contractor and to comply with them always. The contractor agrees to perform in accordance with the provisions of any regulations or written guidelines established by Medical Director.

## **4. Product Endorsement / Advertising**

The contractor shall not use the name or equipment of the County for the endorsement of any commercial product or service without the expressed written permission of the County.

## **5. Audits and Inspections**

County representatives may at any time, and without notification, directly observe the contractor's operation, including the operations of the communications center, maintenance facility and any ambulance post location. County and medical representatives shall have the right to audit the reports and data that the contractor is required to provide under the contract.

## **6. Return of County Assets**

The contractor agrees to return any County issued assets in good working order, normal wear and tear excepted, at the termination of the contract. For any County assets returned damaged or unusable, the County shall repair or replace said equipment at the contractor's expense.

## **7. Relationship of the Parties**

Nothing in the contract resulting from this RFP shall be construed to create a relationship of employer and employee or principal and agent, partnership, joint venture, or any relationship other than that of independent parties contracting with each other solely for carrying out the provisions of the contract, nothing in the contract shall create any rights or remedies in any third party, it being solely for the benefit of the County and the contractor.

## **8. Rights and Remedies Not Waived**

The acceptance of work under the contract shall not be held to prevent maintenance of an action for failure to perform work in accordance with the contract. The inaction of the County to enforce a breach of the contract shall not be construed as a waiver by the County of any breach or covenant by the contractor.

## **9. Consent to Jurisdiction**

The contractor and its parent corporation shall consent to the exclusive jurisdiction of the courts of Clinch County, Georgia, in all actions and proceedings between the parties hereto arising under or growing out of the Contract. Venue shall lie in Clinch County, Georgia.

## **10. End Term Provisions**

The contractor shall have ninety (90) days after termination of the contract in which to supply the required audited financial statements and other such documentation necessary to facilitate the close out of the contract at the end of the term.

## **11. Notice of Litigation**

The contractor shall agree to notify the County within twenty-four (24) hours of any litigation or significant potential for litigation of which the contractor becomes aware. Further, the contractor will be required to disclose in writing to the County all litigation involving the contractor, the contractor's related organization, owners and key personnel.

**SECTION 9**

**STANDARD STATUTORY REQUIREMENTS**

## STANDARD STATUTORY REQUIREMENTS

A. Pursuant to Georgia law, as applicable, the following terms and conditions will be made a part of the agreement:

1. CONTRACTOR shall:

- a) Make payments promptly, as due, to all persons supplying to CONTRACTOR labor or materials for the prosecution of the work provided for in this agreement.
- c) Not permit any lien or claim to be filed or prosecuted against Clinch County because any labor or material furnished.
- d) Pay the Department of Revenue all sums withheld from employees pursuant to state income tax withholdings.

4. CONTRACTOR shall promptly, as due, make payment to any person or partnership, association or corporation furnishing medical, surgical and hospital care or other needed care and attention incident to sickness and injury to the employees of CONTRACTOR, of all sums which CONTRACTOR agrees to pay for such services and all moneys and sums which CONTRACTOR collected or deducted from the wages of CONTRACTOR'S employees pursuant to any law, contract or agreement for the purpose of providing or paying for such services.

5. Contractor will comply with O.C.G.A. § 34-9 (workers' compensation coverage) unless exempt.

B. The laws of the State of Georgia shall govern as to the interpretation, validity, and effect of the agreement.

## APPENDIX 1

<b>Clinch County Selected Demographic Data (Source: US Census Quick Facts)</b>	
<b>Population</b>	
Population estimates, July 1, 2019	6,618
Population, percent change - April 1, 2010 (estimates base) to July 1, 2019	-2.6
Population, Census, April 1, 2010	6,798
<b>Age and Sex</b>	
Persons under 5 years, percent, July 1, 2019	6.4
Persons under 18 years, percent, July 1, 2019	25.1
Persons 65 years and over, percent, July 1, 2019	16.8
<b>Race and Hispanic Origin</b>	
White alone, percent, July 1, 2019	69.1
Black or African American alone, percent, July 1, 2019	27.6
American Indian and Alaska Native alone, percent, July 1, 2019	0.9
Asian alone, percent, July 1, 2019	0.4
Native Hawaiian and Other Pacific Islander alone, percent, July 1, 2019	0.1
Two or More Races, percent, July 1, 2019	1.9
Hispanic or Latino, percent, July 1, 2019	5.8
White alone, not Hispanic or Latino, percent, July 1, 2019	64.4
Veterans, 2014-2018	285
Foreign born persons, percent, 2014-2018	2.9
<b>Housing</b>	
Housing units, July 1, 2019	3,018
Building permits, 2019	4
Households, 2014-2018	2,502
Persons per household, 2014-2018	2.51
<b>Education</b>	
High school graduate or higher, percent of persons age 25 years+, 2014-2018	70.8
Bachelor's degree or higher, percent of persons age 25 years+, 2014-2018	11.1
<b>Health</b>	
<b>With a disability, under age 65 years, percent, 2014-2018 2013-2017</b>	14.2
Persons without health insurance, under age 65 years, percent	17.1
<b>Economy</b>	
Total retail sales, 2012 (\$1,000)	114,357
Total retail sales per capita, 2012	6,069
<b>Income and Poverty</b>	
Median household income (in 2017 dollars), 2013-2017	39,863
Per capita income in past 12 months (in 2017 dollars),	16,538
Persons in poverty, percent	25.8
<b>Businesses</b>	
Total employer establishments, 2018	133
Total employment, 2018	1,698
Total employment, percent change, 2017-2018	4.4
Total non-employer establishments, 2018	380
<b>Geography</b>	
Population per square mile, 2010	8.5
Land area in square miles, 2010	800.22
FIPS Code	13065

**APPENDIX 2**  
**REQUIRED RELEASE FORMS**  
CLINCH COUNTY, GEORGIA  
PROPOSAL OFFER FORM:  
ADVANCED LIFE SUPPORT AMBULANCE TRANSPORTATION FOR  
CLINCH COUNTY, GEORGIA

Each proposer must complete, sign and submit an original of this proposal offer form to the county finance office. Failure to submit the original proposal offer form signed by the authorized representative of the proposer will result in the rejection of the proposal.

Proposer is to type or legibly write in ink all information required below.

**Proposer's Name** \_\_\_\_\_

**Proposer's Mailing Address** \_\_\_\_\_

**Proposer's Street Address** \_\_\_\_\_

**Proposer's Phone No.** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Authorized Representative of Proposer** \_\_\_\_\_

**Title** \_\_\_\_\_

**Phone No.** \_\_\_\_\_ **E-Mail Address** \_\_\_\_\_

**Proposer's Tax Information:**

**Federal Taxpayer I.D. No.** \_\_\_\_\_

**REQUIRED SIGNATURE OF AUTHORIZED REPRESENTATIVE OF PROPOSER**

By signing this Proposal Offer Form, Proposer, I acknowledge receipt of RFP #\_\_\_\_\_, I acknowledge that I am authorized to submit the attached PROPOSAL, that I have examined the proposal and the information contained herein, and certify that the same is true, correct and complete in all respects.

\_\_\_\_\_

\_\_\_\_\_

**Signature of Authorized Representative of Proposer**

**Date**

**(Must be signed in ink)**

ACKNOWLEDGMENT

STATE OF GEORGIA

COUNTY OF CLINCH

On this \_\_\_ day of \_\_\_\_\_, 2018, before me, the undersigned, a Notary Public in and for said County and State personally appears \_\_\_\_\_ to me known to be the person described herein and executed the foregoing Affirmation Statement, and acknowledged that he/she executed the same as his/her free of deed.

Witness my hand and Notary Seal subscribed and affixed in said County and State, the day and year written.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_



## INVESTIGATIVE AUTHORIZATION - ENTITY

The undersigned entity, a Proposer submitting a Proposal to provide Services for the County of Clinch, Georgia recognizes that public health and safety requires assurance of safe, reliable, and cost-efficient ambulance service. That assurance will require inquiry into aspects of entity's operations determined relevant by the Clinch County, or its agents. The entity specifically agrees that the Clinch County, Georgia or its agents may conduct an investigation for the purpose into, but not limited to the following matters:

1. The financial stability of the entity, including its owners and officers, any information regarding potential conflict of interests, past problems in dealing with other clients or cities where the entity has rendered service, or any other aspect of the entity operations or its structure, ownership, or Key Personnel which might reasonably be expected to influence the Clinch County selection decision.
2. The entity's current business practices, including employee compensation and benefits arrangements, equipment replacement and maintenance practices, in-service training programs, means of competing with other companies, employee discipline practices, public relations efforts, current and potential obligations to other buyers, and general internal personnel relations.
3. The attitude of current and previous customers of the entity toward the entity's Services and general business practices, including patients or families of patients served by the entity, physicians, first responders, or other health care professionals knowledgeable of the entity's past work, as well as other units of local government with which the entity has dealt in the past.
4. Other business(es) in which the entity owners and/or other Key Personnel of the entity currently have a business interest.
5. The accuracy and truthfulness of any information submitted by the entity in connection with such evaluation.
6. On-site inspections of Stations, Dedicated Ambulances, equipment and supplies.

This authorization shall expire twelve (12) months from the date of the signature.

*[continued on next page]*

AUTHORIZATION FOR SUCH INVESTIGATION IS HEREBY EXPRESSLY GIVEN BY THE ENTITY:

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ENTITY NAME

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE (SIGNATURE)

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE (PRINTED)

ACKNOWLEDGMENT

STATE OF GEORGIA

COUNTY OF CLINCH

On this \_\_\_ day of \_\_\_\_\_, 2018, before me, the undersigned, a Notary Public in and for said County and State personally appears \_\_\_\_\_ to me known to be the person described herein and executed the foregoing Affirmation Statement, and acknowledged that he/she executed the same as his/her free of deed.

Witness my hand and Notary Seal subscribed and affixed in said County and State, the day and year written.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

ACKNOWLEDGMENT

STATE OF GEORGIA

COUNTY OF CLINCH

On this \_\_\_ day of \_\_\_\_\_, 2018, before me, the undersigned, a Notary Public in and for said County and State personally appears \_\_\_\_\_ to me known to be the person described herein and executed the foregoing Affirmation Statement, and acknowledged that he/she executed the same as his/her free of deed.

Witness my hand and Notary Seal subscribed and affixed in said County and State, the day and year written.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_

**APPENDIX 3**

**PRICING INFORMATION**

Level of Service:

**Level of Service Rates:**

- 1. Basic Life Support Emergency \$ \_\_\_\_\_
- 2. Advanced Life Support Level 1 \$ \_\_\_\_\_
- 3. Advanced Life Support Level 2 \$ \_\_\_\_\_
- 4. Critical Care \$ \_\_\_\_\_

**Mileage Rate:**

- 5. Mileage Charge \$ \_\_\_\_\_

Note: Proposers will utilize an average transport mileage total of 10 miles for the mileage charge for comparative pricing analysis. The County does not guarantee the actual average mileage per patient transport.

**Maximum Average Charge** \$ \_\_\_\_\_  
**SUM(1:5)/5**

**Proposers Annual Subsidy Requirement** \$ \_\_\_\_\_