



DATE: September 22, 2016

General Information:

The City of Yukon, "**City**", is seeking Statements of Qualifications and Requests Proposals from current Oklahoma State Department of Health licensed Advanced Life Support 911 Ambulance Providers. It is the City's intent to evaluate and award a sole source contract to provide all ambulance services, including but not limited to all emergency, non-emergency and stand by services, in and for the **City**.

It is the expectation and a requirement of the **City** that all ambulance units or services proposed will be for the sole benefit of the **City** and its citizens, except as required under usual and customary mutual aid agreements.

Statement of Qualification and Proposal Issue Date and Deadline:

Paramedic Staffed Advanced Life Support Ambulance Service:

Request for Statement of Qualifications

Issue Date: Thursday, September 22nd, 2016

Submission Deadline: Monday, October 24th 2016 (BY 2:00 P.M.)

Deliver Responses to:

The City of Yukon
Attn: City Clerk Office
500 W. Main Street
Yukon, Oklahoma 73085

Instructions:

Provide a response to this request that is no more than 20 pages, single-sided in 12 point Times New Roman font, double spaced, including the coversheet.

The coversheet will include the title:" **Statement of Qualifications and Proposal for City of Yukon Ambulance Service**" and; respondents legal name including any d/b/a, and; the corporate address, and; the name of the respondent's official representative and their respective title, phone number and email address.

The response should not include any pictures, graphs or tables except as allowed below in sections 1, 3, 4 and 7, and only as they relate to the requirements of those sections. Submitted Statements of Qualification/ Proposals should include 10 printed copies, either stapled or simply bound. The **City** reserves the right to request an electronic copy via email at its sole discretion of any or all respondents.

The **City** is interested in receiving Statements of Qualifications and Proposals for the provision of Paramedic ambulance service with the use of one or more dedicated Paramedic staffed Advanced Life Support unit(s) 24 hours, 365 days per year. The Ambulance unit(s) will be part of the **City's** emergency medical service (EMS) system and will work closely with the **City's** other Departments, including but not limited to fire, police and emergency management.

The initial contract will be for one year with the intent of the city to renew the contract for four additional one-year periods. One year extensions can be earned through outstanding service after the first five years. At the end of ten years the contract will be rebid.

Required Tables of contents and responses:

1. Description of proposing organization or company including demonstrated proof of current licensure at Oklahoma State Department of Health Licensure at the Advanced Life Support level. (Images, Tables and Graphs allowed)
2. Description of service to be provided including proposed communication and dispatch methods.
3. Cost to **City** of services provided. (Images, Tables and Graphs allowed)
4. Rates to be charged to patients. (Images, Tables and Graphs allowed)
5. References from 2 or more current customers for whom the company has performed services in Oklahoma.
6. How proposer will provide required indemnification to the **City** and insurance required under Oklahoma State Law.
7. Proposed performance reporting on response time and quality assurance measures. (Images, Tables and Graphs allowed)
8. Support of other local public safety responders including but not limited to Yukon Fire Department and Yukon Police Department.



The **City** will be the sole and final judge of the Statement of Qualifications and Proposals submitted in response to this RFQ/RFP. The **City** reserves the right to award a contract, to other than the Respondent submitting the lowest total price, to negotiate with any or all Respondents or to award no contract at all, as it deems appropriate.

Respondents are advised that it is possible that an award may be made without discussion or any contact concerning the Statements of Qualifications / Proposals received. Accordingly, Statements of Qualifications and Proposals should contain the most favorable terms from a price and technical standpoint that the respondent can submit to the **City**. Respondents should not assume that they will be contacted or afforded an opportunity to clarify, discuss, or revise their Statement of Qualifications/Proposal.

The **City** reserves the right to accept or reject Statements of Qualifications and Proposals at its sole discretion.

The **City** desires to select one company with whom to negotiate a contract for service. The **City** reserves the right to reject all proposals and also to negotiate with the company submitting the next ranked proposals if it cannot negotiate a satisfactory contract with its first choice.

The City may interview up to three of the top Respondents submitting proposals.

The **City** believes that there is sufficient information contained herein and publicly available for qualified respondents to submit a responsive Statement of Qualification and as such does not intend to respond to questions unless they are to the benefit of the **City**. In addition, the **City** will not extend the deadline for submissions regardless of questions submitted by potential respondents.

Contact information:

Doug Shivers, City Clerk	dshivers@cityofyukonok.gov	405-354-1895
Cheryl Dunn, Purchasing Agent	cdunn@cityofyukonok.gov	405-354-1895
Kevin Jones, Fire Chief	kjones@cityofyukonok.gov	405-354-2133

This RFP is also available on our website at:

<http://www.cityofyukonok.gov/bid-opportunities/>

