



Alameda County Fire Department

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www.acgov.org/fire

DAVID A. ROCHA
Fire Chief

SERVING:

City of Dublin

City of Emeryville

City of Newark

City of San Leandro

City of Union City

Lawrence Berkeley
National Laboratory

Lawrence Livermore
National Laboratory

Unincorporated Areas
of Alameda County

Alameda County
Regional Emergency
Communications Center
"Accredited Center
of Excellence"

ALAMEDA COUNTY FIRE DEPARTMENT THROUGH GENERAL SERVICES AGENCY

REQUEST FOR PRE-QUALIFICATION No. 901600

for

EMERGENCY AMBULANCE SERVICE PROVIDER
FOR ALAMEDA COUNTY FIRE DEPARTMENT

Any Request for Proposal (RFP) issued as a result of this Request for Pre-Qualification (RFPQ) will be issued electronically via e-mail. Please immediately update the County Contact noted below of any e-mail address changes. This RFPQ and any RFP issued as a result of this RFPQ will be posted on the General Services Agency Current Contracting Opportunities website located at: http://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp. Please visit the website for further information regarding this project, or contact the person listed below.

PROJECT CONTACT: Gina Temporal
Lead Procurement & Contracts Specialist
510.208.9606 telephone
gina.temporal@acgov.org

To vendors registered or certified in the Small Local Emerging Business vendor database: Please maintain correct and accurate e-mail address information to ensure receipt of future RFPs.

RESPONSE DUE: September 20, 2017 by 2:00 p.m.
Strategic Sourcing Supplier Portal
<https://ezsourcing.acgov.org/psp/SS/SUPPLIER/ERP/h/?tab=DEFAULT>



ALAMEDA COUNTY FIRE DEPARTMENT THROUGH GENERAL SERVICES AGENCY

REQUEST FOR PRE-QUALIFICATION No. 901600
SPECIFICATIONS, TERMS & CONDITIONS

for

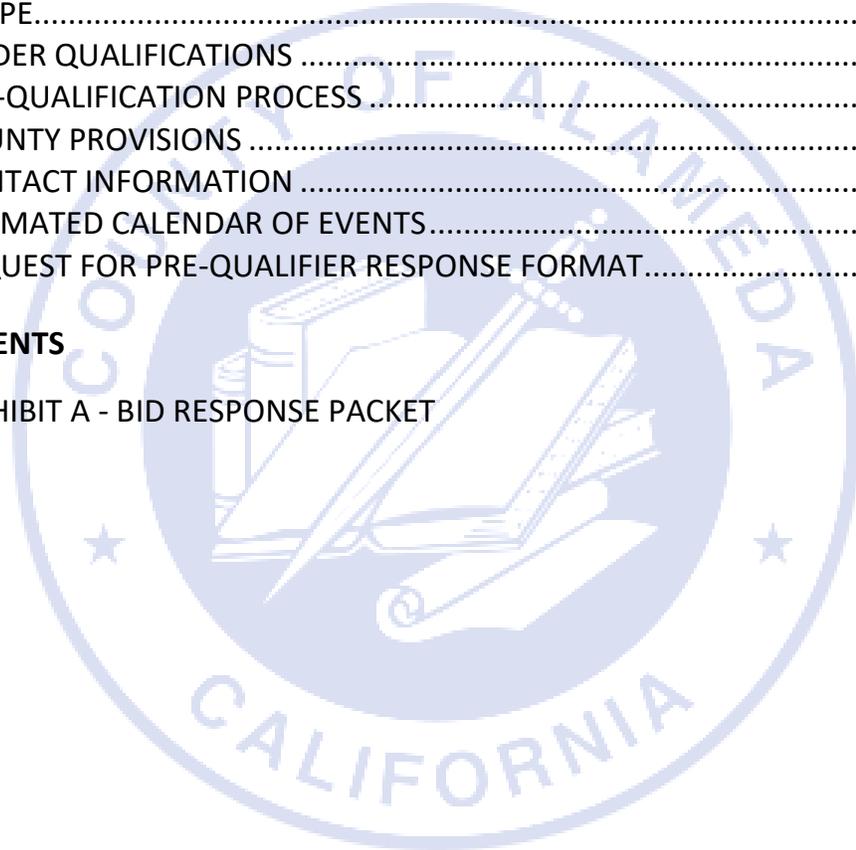
Emergency Ambulance Service Provider for ACFD

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ATTACHMENTS

EXHIBIT A - BID RESPONSE PACKET



A. INTENT

The intent of this Request for Pre-Qualification (RFPQ) is to search for qualified vendors who are interested in providing 911 Emergency, Non-Emergency care and transport on behalf of the Alameda County Fire Department (ACFD).

Alameda County Fire Department and General Services Agency do not guarantee that a subsequent RFP will be issued. Should an RFP be issued, the terms and conditions described in this RFPQ are not guaranteed to remain exactly the same.

B. SCOPE

The Alameda County Fire Department (“ACFD” or “District”), a dependent Special District, intends to issue a Request for Proposal (“ACFD RFP”) for a single ambulance contractor to provide ambulance services as part of a public-private partnership with the District. The District intends to submit a bid, to serve as the ambulance contractor of record for the County of Alameda, in response to the anticipated Alameda County Health Services Agency-Emergency Medical Services Division’s Request for Proposals for an exclusive operator for emergency ambulance service (“EOA RFP”).

Pursuant to Division 2.5 of the California Health and Safety Code, the County has designated as an exclusive operating area (EOA), wherein the County may issue exclusive operating rights to a private ambulance provider, along with the privilege to bill payers for services rendered within the EOA. Under current contractual terms, the County does not pay the provider for ambulance services directly. Additional information about the Alameda County EMS system and EOA can be found at: <http://www.acphd.org/ems.aspx>.

The District will solicit proposals from qualified ambulance contractors to provide emergency ambulance services to the District, including advanced life support (“ALS”)—emergency, non-emergency, and inter-facility transports (the “Project”). The District has secured its own National Provider Identifier (“NPI”) number and intends to conduct billing on its own behalf. In responding to the anticipated EOA RFP, the District intends to exceed the level of service delivery currently being provided within the existing EOA. The District also desires to enhance the functional integration between the County’s fire departments and the ambulance contractor.

Bidders should anticipate providing innovative ways to reduce cost and increase efficiency with the goal of better patient outcomes. **The District intends to enter into an agreement with the successful bidder to the ACFD RFP to serve as ACFD’s subcontractor in providing the ambulance service sought by the County in its EOA RFP. The successful bidder will be required, as part of that agreement with ACFD, to assume liability for ensuring that ACFD fulfills the service performance requirements of an agreement between ACFD and the County should ACFD be selected for award under the County’s EOA RFP.**

C. BIDDER QUALIFICATIONS

Bidder minimum qualification criteria include the following:

1. Bidder shall be regularly and continuously engaged in the business of providing emergency ambulance services, including inter-facility transports, for at least three (3) years.
2. Bidder shall have experience managing an emergency ambulance service to a community with a population of at least 200,000 and 20,000 transports per year during the past three years, or equivalent, including fractile response time performance and other regulatory/contractual expectations.
3. Bidder's existing contracts shall be in good standing with no delinquent obligations, financial or otherwise.
4. Bidder shall possess all permits, licenses and professional credentials necessary to supply product and perform services as specified under this RFPQ.

Vendors interested in receiving the RFP, if one should be issued, must meet the pre-qualifying criteria of this RFPQ.

D. PRE-QUALIFICATION PROCESS

The pre-qualification process is solely for the purpose of determining which bidders are deemed qualified. Applicants will submit Exhibit A - Pre-Qualification Response Packet. The Exhibit A - Pre-Qualification Response Packet will be reviewed by the District, which will determine whether applicants are qualified to submit proposals. ACFD may request a bidder to submit additional information pertinent to the Pre-Qualification.

The District also reserves the right to investigate and rely upon information from other available sources, in addition to any documents or information submitted by the bidder. The District further reserves the right to terminate the RFPQ at any time, decide not to proceed forward with the contemplated RFP, or at its discretion to choose to conduct a different procurement process. Bidders will not be compensated for costs associated with responding to this RFPQ under any circumstances, including but not limited to circumstances in which the District terminates the RFPQ.

The District retains the sole discretion to determine whether a bidder is qualified. The District's decision on pre-qualification will be based on a pass/fail evaluation of the following factors as further described in the attached Questionnaire:

- Demonstrated experience in providing ambulance services
- Previous history of providing emergency ambulance transport, including inter-facility transfers

- Disqualification from previous contracts

1. Pre-Qualification Scoring

Pre-Qualification will be pass/fail, based upon questions as identified in the Pre-Qualification Questionnaire (Exhibit A). The District retains the right to verify the accuracy of responses to the questionnaire.

2. Pre-Qualification Instructions

It is mandatory that all bidders intending to submit a bid on the Project, fully complete the Exhibit A - Pre-Qualification Response Packet, provide ALL materials requested, and be approved by the District to be on the Qualified Bidders list for the Project . No bid will be accepted from a bidder that has failed to comply with the requirements of the Pre-Qualification process.

Prequalification Questionnaires that fail to clearly present ALL of the requested information, present false or misleading information, or are not submitted timely in the format requested, may be considered nonresponsive and rejected on that basis.

3. Pre-Qualification Notice Process

Bidders will be issued a Notice of Qualification/Non-Qualification.

E. COUNTY PROVISIONS

1. [Small Local Emerging Business Program](#): The County is vitally interested in promoting the growth of small and emerging local businesses by means of increasing the participation of these businesses in the County's purchase of goods and services.

As a result of the County's commitment to advance the economic opportunities of these businesses, **Bidders must meet the County's Small and Emerging Locally Owned Business requirements in order to be considered for the contract award.** These requirements can be found online at:

<http://acgov.org/auditor/sleb/overview.htm>

For purposes of this bid, applicable industries include, but are not limited to, the following NAICS Code(s): 621910, 621911 and 922160.

A small business is defined by the [United States Small Business Administration](#) (SBA) as having no more than the number of employees or average annual gross receipts over the last three years required per SBA standards based on the small business's appropriate NAICS code.

An emerging business is defined by the County as having either annual gross receipts of less than one-half that of a small business OR having less than one-half the number of employees AND that has been in business less than five years.

2. [First Source Program](#): Information regarding the County's First Source Program can be found online at:

<http://acgov.org/auditor/sleb/sourceprogram.htm>.

F. CONTACT INFORMATION

In order not to compromise the competitive bid process, please refrain from contacting, soliciting, and discussing details of this RFPQ with any County or District official or department staff member. Direct all questions regarding this RFPQ must be submitted in writing to:

Gina Temporal, Lead Procurement & Contracts Specialist
Alameda County, GSA-Procurement
1401 Lakeside Drive, Suite 907
Oakland, CA 94612
Phone: (510) 208-9606
Fax: (510) 208-9626
E-mail: gina.temporal@acgov.org

G. ESTIMATED CALENDAR OF EVENTS:

Event	Date
Request for Pre-Qualification Issued	September 11, 2017
Written Questions Due	Continuously
RFPQ Response Due	September 20, 2017 by 2:00 p.m.

Note: Dates indicated are approximate.

H. REQUEST FOR PRE-QUALIFICATION RESPONSE FORMAT/ SUBMITTAL OF PRE-QUALIFICATION PACKET

ACFD, through Alameda County GSA-Procurement, intends to issue a RFP in order to establish a contract for the above-referenced service in the near future.

1. Vendors that meet the Qualification Criteria and are interested in being included on the pool of pre-qualified vendor list to receive any subsequent bid documents (if issued), shall complete a pre-qualification packet and successfully uploaded through Alameda County Strategic Sourcing Supplier Portal BY 2:00 p.m. on the due date specified in the Calendar of Events. Technical difficulties in downloading/submitting documents through the Alameda County Strategic Sourcing Supplier Portal shall not extend the due date and time.

2. Bidders **must** also submit an attached electronic copy of their proposal. The electronic copy must be in a single file (PDF with OCR preferred), and shall be an **exact** scanned image of the original hard copy Exhibit A – Bid Response Packet, including additional required documentation.
3. No email (electronic) or facsimile bids will be considered.
4. No part of any response is to be marked as confidential or proprietary. ACFD may refuse to consider any response, or part thereof so marked. All responses shall become property of ACFD. ACFD reserves the right to make use of any information or ideas contained in submitted responses. This provision is not intended to require the disclosure of records that are exempt from disclosure under the California Public Records Act (Government Code §§ 6250 et seq.), or of “trade secrets” protected by the Uniform Trade Secrets Act (Civil Code §§ 3426 et seq.). Responses submitted in response to this RFPQ may be subject to public disclosure. ACFD shall not be liable in any way for disclosure of any such information.
5. In addition, the County encourages any **new vendors that are local to Alameda County** to register and be added to the County SLEB database. More information on how to register can be found on the County’s website at: <http://acgov.org/auditor/sleb/newvendor.htm>.
6. Both local and non-local can subscribe to any or all Contracting Opportunities Categories and/or Calendar of Events for automatic updates. Subscribers will receive an e-mail announcing when the latest information has been updated on our website. More information on how to  [Subscribe](#) can be found on the County’s website at: <http://acgov.org/gsa/purchasing/esubscribe.htm>.



EXHIBIT A PRE-QUALIFICATION RESPONSE PACKET



RFPQ No. 901600 – Emergency Ambulance Service Provider for Alameda County Fire Department

Official Name of Bidder: _____

Street Address Line 1: _____

Street Address Line 2: _____

City: _____ State: _____ Zip Code: _____

Webpage: _____

Type of Entity / Organizational Structure (check one):

- | | |
|--------------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Joint Venture |
| <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Limited Liability Corporation | <input type="checkbox"/> Non-Profit / Church |
| <input type="checkbox"/> Other _____ | |

Jurisdiction of Organization Structure: _____

Date of Organization Structure: _____

Federal Tax Identification Number: _____

Primary Contact Information:

Name / Title: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

SIGNATURE: _____

Name and Title of Signer: _____

Dated this _____ day of _____ 20_____

PRE-QUALIFICATION QUESTIONNAIRE

Bidders shall demonstrate the following prerequisite qualifications:

QUESTIONNAIRE AND EVALUATION CRITERIA	
Relevant Experience	Pass/Fail
<p>Provide documentation demonstrating your experience for the last 3 years as a sole provider of emergency ambulance services in a service area or multiple service areas with a population of greater than 200,000.</p>	
Response Time	Pass/Fail
<p>Provide documentation from at least one jurisdiction in which Bidder has performed 20,000 transports or more per year, demonstrating that Bidder is meeting or exceeding contracted response time criteria.</p> <p>Provide a statement that the Bidder had not lost a contract due in whole or in part due to response time compliance.</p>	
Current Contracts in Good Standing	Pass/Fail
<p>Provide a list of all existing contracts with any governmental jurisdiction demonstrating that these contracts are in good standing with no delinquent obligations, financial or otherwise. Failure to provide accurate information may lead to disqualification.</p>	
<p><i>Bidder will be expected to provide evidence that clearly substantiates these statements during ACFD's expected RFP.</i></p>	