

## NOTICE

The **CITY OF ALTON** is accepting Sealed Proposals for **EMERGENCY AMBULANCE SERVICE** until 2.00 p.m., Monday, March 11, 2013 at which time they will be opened in the City Manager's office. Any proposal received after the time for opening shall be returned unopened. Proposals submitted via faxes or electronic media will not be accepted.

Specifications are available and can be obtained at City Hall located at 509 South Alton Blvd, Alton, Texas 78573 or can be requested from Steve Peña, Assistant City Manager at (956) 432-0760.

Each respondent shall furnish the information required on the forms. The proposals shall be addressed to: Jorge Arcaute, City Manager, 509 South Alton Blvd, Alton, Texas 78573, and clearly marked: **"SEALED PROPOSAL - EMERGENCY AMBULANCE SERVICE"** on the lower left-hand corner.

The City of Alton reserves the right to postpone, to accept or to reject any or all proposals, or to waive any informalities in the process. Proposals may be held by the City of Alton for a period not to exceed thirty (30) days from the date of the proposal opening for the purpose of reviewing the proposals and investigation of the respondents' qualifications and making recommendations to the City of Alton for contract award.

Please direct your questions to Mr. Jorge Arcaute, City Manager or Steve Peña, Assistant City Manager at (956) 432-0760.

**THE CITY OF ALTON**

**EMERGENCY AMBULANCE SERVICE**

**MOBILE INTENSIVE CARE SPECIFICATIONS**

**For years 2013-2014**

- 1) All bidders will provide Mobile Intensive Care ambulance capacity fully licensed by the Texas Department of Health.
- 2) All bidders must provide proof to the City of Alton of being governed by a Medical Director with a Medical Degree licensed to practice in the State of Texas.
- 3) All bidders must show proof of documentation that the Texas Department of Health licenses all ambulances for Mobile Intensive Care.
- 4) All bidders must show documentation that the Texas Department of Health certifies all ambulance attendance and drivers. Drivers must at least hold a valid Emergency Medical Technician (EMT-B) license and all attendants must have a Paramedic license.
- 5) All bidders are aware that the services required will be limited to the City Limits of the City of Alton. Still, bidder may be required to respond to emergency calls within the Alton Extra-Territorial Jurisdiction (ETJ) if required by a City Official such as the City Manager, Fire Chief or Police Chief.
- 6) All bidders must provide proof of insurance coverage as follows:

Public Liability	\$250,000.00 Injury or Death (each person)
Public Liability	\$500,000.00 each accident
Property Damage	\$100,000.00 each accident
Malpractice	\$500,000.00 each claim

Provide the City of Alton with a Hold Harmless Statement covering all claims.

All bidders must be prepared to respond to City of Alton calls within eight (8) minutes.

- 7) All ambulance personnel shall wear uniforms while on duty. Each uniform shall have a nametag of the employee and company's name. A patch depicting the level of training the employee has attended will be required on

the employee's inform. All personnel shall maintain good personal hygiene and professional appearance at all times.

- 8) All bidders must show proof of 24 hour dispatching, must provide one base station and two-way radios in all units. Bidders shall interface with the 911 systems.
- 9) All bidders must provide a list of at least three professional references.
- 10) All bidders will provide a proposed list of fees for all services.
- 11) All bidders must provide information on any pending or past litigation.
- 12) All bidders must provide a performance bond in the amount of \$100,000.00
- 13) All bidders understand and agree that the City of Alton Fire Department will not provide any type of first responder services but will assist in rescue calls, when possible.
- 14) All bidders understand and agree to allow inspections of their facilities, ambulances, and equipment by city staff designated by the City Manager (i.e., Fire Chief, Police Chief, Finance Director)
- 15) All bidders will provide a monthly activity report to the City Manager.
- 16) It is understood and agreed the City of Alton can terminate the contract for ambulance service provided that the city do so in writing within thirty (30) days prior to the date of termination.
- 17) All bidders shall furnish four (4) copies of the completed bid package.
- 18) All bidders will provide a list of contracts (within the last five years) with other governmental units (i.e., City, County, and Fire District).
- 19) Upon award of contract, bidder will commence providing services to the City of Alton thirty (30) days after commission approval.