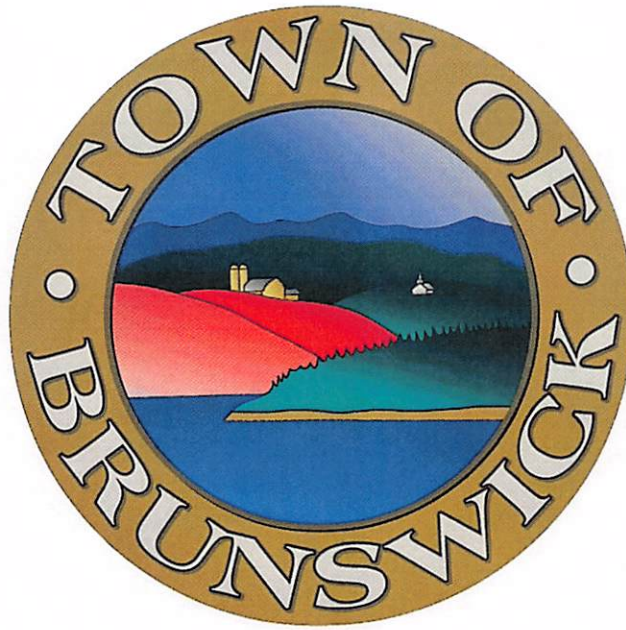


Town of Brunswick
Request for Proposal (RFP)
for
Dedicated Ambulance Services



September 15, 2025

Prepared by: Mark J. Balistreri

Town of Brunswick – Town Board Member

Introduction

This Request for Proposal ("RFP") is issued by the Town of Brunswick ("Town") to establish an exclusive contract for the provision of Advanced Life Support (ALS) emergency ambulance response for all Emergency Medical Service (EMS) calls and related services with the Town of Brunswick and surrounding areas.

The Town of Brunswick invites experienced and qualified persons (hereinafter, "Proposers") to submit proposals in response to this RFP. Any costs incurred in submitting a proposal shall be the Proposer's sole responsibility.

1. Requests for Clarifications

Written questions and requests for clarification regarding this RFP must be submitted in writing no later than 3:00 p.m. on October 3, 2025, to:

Mark J. Balistreri, Town Board Member
336 Town Office Road
Troy, NY 12180
MarkE911@aol.com

Please use reference Town of Brunswick Ambulance RFP on all correspondence to the Town. Any oral communications shall be considered unofficial and non-binding. Only written responses to written communications shall be considered official and binding.

The Town of Brunswick reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written questions and requests for clarification.

2. Deadline to Submit RFP

Proposers are directed to submit an original and five (5) copies of their proposal, signed by a person authorized to bind the Proposer as well as one (1) electronic submission included with the original submission. All proposals must be sealed and labeled on the outside of the sealed container "Town of Brunswick Ambulance Proposal" and submitted in writing no later than 3:00 p.m. on October 17, 2025, to:

Tracy Broderick, Secretary to the Supervisor
336 Town Office Road
Troy, NY 12180
tbroderick@townofbrunswick.org

It is the Proposer's sole responsibility to assure the proposal is delivered to the Town by the designated date and time. The Town will not evaluate proposals received after the deadline.

3. Evaluation

Proposers shall provide proposals that will be evaluated in compliance with this RFP, the quality of service, the financial impact or potential financial implications to both the residents and Town, and performance thresholds, with the Town Board having the final determination on selection of an ambulance provider. The priority is that of public safety of the residents, visitors and employees of the Town of Brunswick.

This RFP should not be interpreted as a low-bid process, although price will play a critical role. It is the intent of the Town to award the contract to the lowest and best Proposer who can provide the best and most reliable services to the Town, its residents and its visitors at the best value. The contract, if awarded, will be negotiated with the Proposer who can best meet the Town's needs as identified in this RFP.

4. Final Contract

It is the Town's intent to negotiate a three (3) year contract, subject to the Town Board's approval, satisfactory performance, and debt limitations. The primary source of contract revenue is taxpayer funds and is also dependent on the Proposer's ability to reliably collect appropriate compensation in a manner compliant with all State and Federal rules and regulations, through billing. If the terms of the RFP are not being met, the contract may be terminated with 90 days written notice. The final contract terms will be negotiated between the Town and the successful Proposer, resulting in a contract that shall conform with the requirements of this RFP and to the proposal of the successful Proposer.

5. Disqualification/Reservation of Rights

The issuance of the RFP, the submission of a response by any Proposer, and the receipt of such response by the Town does not obligate the Town in any manner. The Town shall not be responsible for work done, even in good faith, prior to the execution of a final contract.

The Town may amend, modify, or withdraw this RFP, revise the requirements of this RFP, require supplemental statements or information from any Proposer, accept or reject any or all proposal hereto; extend the deadline for submission of proposals hereto, negotiate or hold discussions with any respondents and waive defects and allow corrections if deficient proposals do not completely conform to the instructions contained herein, and cancel this RFP, in whole or in part, if the Town deems it in its best interest to do so.

The Town may exercise the foregoing rights at any time without notice and without liability to any Proposer or any other party for its expenses incurred in the preparation of the response hereto or otherwise.

Background

1. Background & Service Area Summary

Brunswick is a Town in Rensselaer County, New York, United States. The municipality was originally settled in the early 18th century. During its history, it had been part of Albany County, Rensselaerswyck, and Troy, before its incorporation in 1807. It is bordered on the west by the City of Troy; on the north by Schaghticoke and Pittstown; on the east by Grafton; and on the south by Poestenkill and North Greenbush.

The population was 12,581 at the 2020 census. The Town of Brunswick has a total area of 44.63 square miles, with 44.35 square miles being land and .28 square miles being water.

A primary function of government is to provide for the health and safety of the people that live and visit their respective municipality.

First responders represent one of the elements of this duty, whether Law Enforcement, Fire, or Ambulance services.

The Town has two (2) law enforcement agencies within the Town, as follows:

- New York State Police (*Station located within the Town*)
- Rensselaer County Sheriff's Department

The Town has five (5) Fire Companies/Departments, all located within the Town, as follows:

- Brunswick Fire Company No. 1
- Volunteer Fire Company of Center Brunswick
- Eagle Mills Fire District #1
- Mountain View Volunteer Fire Company
- Speigletown Fire District

The Town has two (2) ambulance agencies that have operating authority, within the Town, as follows:

- Mohawk Ambulance Service (*Station located within the Town*)
- Ambulnz

For years, the Town of Brunswick has not had dedicated Basic Life Support (BLS) and/or Advanced Life Support (ALS), and transportation services. The services, provided by either Mohawk Ambulance or Empire Ambulance, have been at no cost to the Town of Brunswick.

The following bordering EMS agencies, on occasion, provide mutual aid ambulance service to the Town of Brunswick:

- Hoosic Valley Rescue Squad
- Pittstown Volunteer Emergency Corp
- Grafton EMS Services
- North Greenbush Ambulance
- City of Troy Ambulance
- RPI Ambulance

The Town has five (5) school districts, whose boundaries fall within the Town, as follows:

- Averill Park Central School District
- Brittonkill Central Schools (*School located within the Town*)
- Lansingburgh Central School District
- Enlarged City School District of Troy
- Wynantskill Union Free School District

2. Objective

The Town is seeking an ambulance service provider to provide ambulance response, pre-hospital care, transportation to an appropriate medical facility within the area, and related services within the Town designated area (See Appendix A – Town of Brunswick Map). Long-distance transfers/transportations should also be considered in the proposal. The primary goal is to provide quality ambulance services to Town residents and visitors.

In this procurement process, the Town desires clinical excellence, superb response time performance, cost containment and a professional and courteous image. Under the Ambulance Service Agreement, the relationship between the Town and the selected Ambulance Service Provider must always be one of cooperation and integration without conflict.

3. Estimated Business Volumes and Payer Guarantee

The Town specifically makes no representations or warranties regarding the number of requests for ambulance service, ambulance transports, payer mixes or frequency of special events coverage that may be required within the Town.

General Requirements

1. Compliance with all Laws

Each respondent must be familiar with and agrees to observe and comply with all Federal, State, and Local Laws, statutes, ordinances and regulations in any manner affecting its response to this RFP, and the provision of services, if awarded the Ambulance Service Agreement.

2. Expectations of Proposer

While the Proposer employees will not be employees of the Town of Brunswick, they will represent the emergency responders of the community and must act in a professional manner and maintain the standards of care set out under New York State law. The expectations of the successful Proposer shall be:

- The successful Proposer shall provide licensed, trained paramedics and EMTs to meet the demand of a growing, high-traffic suburb.
- Accountability: Performance requirements, including response times, reliability, and staffing outlined in this RFP define the expectations of the successful Proposer and internal accountability of such is a requirement. The Town will monitor the criteria to make certain the services are being provided as requested in this RFP.
- Apply for, secure, and renew all licenses, permits, certificates or similar governmental approvals which are or may be required by applicable law. The selected Ambulance Service Provider will be required to provide copies of all licenses to the Town Supervisor.
- The contractor must provide mutual aid agreements/contingency plans in the event the proposer becomes overwhelmed by calls for emergency service, this will include agreements with ground and air medical transport services.
- All ambulance services will be provided at the Advanced Life Support (ALS) – Paramedic Level, a minimum of two (2) during the daytime (0600 – 1800 hours), and one (1) during the nighttime (1800 – 0600 hours). Additionally, the contractor must furnish stand-by coverage for special events as requested by the Town. It is estimated that special events occur only a few times a year.
- Primary ambulances utilized to fulfill this RFP must be housed or stationed within the town limits of the Town of Brunswick, at the bidder's expense. The successful bidder shall explain and demonstrate their logic in quantity and placement of resources to provide coverage to the Town.

- Currently, first responder support is available in the Town of Brunswick via the Brunswick Fire Company No. 1, Volunteer Fire Company of Center Brunswick, Eagle mills Fire District #1, Mountain View Volunteer Fire Company, and the Speigletown Fire District. The proposer will be expected throughout the life of this agreement to work with these first response agencies, and assist with on-going training, exercise, and medical direction.
- Contractor must explain and identify an automated system by which emergency dispatch notification (911 Center) can take place to summon Town resources. While calls are screened at the County 911 Center, additional information may become available during the 911 call that requires Town response. A system to provide notification in the quickest way possible must be provided. Telephone notification may not be a primary means of notification, however, can be utilized as a secondary confirmation of receipt of call.
- Contractor must provide monthly performance and activity reports as specified and requested by the Town.
- Contractor should provide four (4) portable radios (or access to talk groups if utilizing similar radio system) for utilization by the Town in monitoring real-time responses.

3. Experience of Services Provided

The Town will, in part, base its award on the experience of the Proposer and key staff personnel in administering, managing, and operating an emergency ambulance program. The following data should be included:

- Current Ambulance Service coverage area.
- Current Level of Care and Staffing Levels/In-Service ambulance averaged over a 12-month period.
- Current minimum staffing levels averaged over a 12-month period
- Current response times averaged over a 12-month period (Provider can provide data pertinent to their current dispatch/response model).
- Response times for emergency medical (classified as EMD/ProQA Delta and Echo) at the 90th percentile.
- Current mutual aid given and mutual aid received over the past 12 months.

4. Key Personnel Expectations

The Proposer will explain its strategy for employing EMT's, Paramedics and staff with a reasonable level of local knowledge and experience. All reasonable efforts to employ medical personnel with experience, knowledge and history of EMS should be undertaken.

- The Proposer understands and acknowledges that the Town requires professional, and courteous conduct always from the Ambulance Service Provider's medical and no-medical staff and personnel located in the Town boundaries. The Proposer shall agree, if selected, to employ highly trained paramedics, EMT's, and support staff to provide patient care and to operate EMS vehicles and equipment.
- Additional training or certification is to be provided by the Ambulance Service Provider's at their own expense. This includes new protocols and medical treatments approved by the State of New York Department of Health or Regional EMS Councils.
- Utilize reasonable work schedules and shift assignments that allow personnel to work at their optimum level of efficiency and provide reasonable rest periods. The Ambulance Service Provider shall provide working conditions that assist in attracting and retaining highly qualified personnel, while prioritizing sleep deprivation for staff members.
- Should complaints arise which are directed at level of care, response or employee action or inaction, such complaints must be reported to the Town Supervisor and addressed by appropriate Ambulance Service Provider personnel within 48 hours. A final report must include actions taken or course of action or investigations undertaken.

5. Ambulance Fees and Billing

The successful Proposer shall be entitled to bill patients for the services rendered in accordance with their current billing practices.

If the successful Proposer does not have the ability to bill patients for the services, within the Town, the Town will apply for a Municipal CON, which will allow the Town to contract with a billing agency, which, if possible, will contract with the same agency utilized by the successful Proposer, for ease of process.

6. Compensation/Subsidy

The Town agrees to compensate the selected Ambulance Service Provider for services as will be negotiated and provided within the terms and conditions of the Ambulance Service Agreement. No additional charges by the Ambulance Service Provider will be allowed unless so specified in a separate written agreement. An annual subsidy arrangement will be agreed to between the parties. Any penalty provisions referenced in this RFP may be implemented as a reduction of the annual subsidy.

7. Performance Requirements

The successful proposer will meet or exceed the response time requirements for all requests for services within the Town. This also includes sending an ambulance to all structure fires, and other fire related calls, within the Town of Brunswick. The Ambulance Service will meet or exceed the following response times, regardless of EMD interpretation:

- **Response Time Standards.** A service response time of 15 minutes or less with 90% reliability for all emergency calls within all portions of the Town of Brunswick Town limits.

Note: Primary response would be two (2) simultaneous calls from 0600 – 1800 and one (1) call from 1800 – 0600, after which would be considered a secondary response. Response times start at the time of initial ambulance dispatch by the Rensselaer County Bureau of Public Safety, Public Safety Answering Point (PSAP).

- **Secondary Response Time Standards.** The Ambulance Service Provider will agree to maintain a service response time of 20 minutes or less with 90% reliability for any emergency call.
- **Exceptions to Response Time Standards:**
 - o Requests during a disaster (State or Federally Declared), locally or in a neighboring jurisdiction, to which the Provider's ambulance(s) is/are dispatched.
 - o An inclement weather condition exists of sufficient severity to cause a delay in response time. An inclement weather condition requires the issuance of a warning or advisory from the National Weather Service for the geographic area.
 - o The required response time for an emergency request may also be waived when determined there is other good cause for an exception. Examples of situations appropriate for this exception include incorrect location information or circumstances in which a patient is a significant distance from the dispatched location (e.g., Wooded or remote areas, etc.)

- **Other Considerations.**

- Simultaneous calls – Must have a plan, through additional resources and/or mutual aid, to account for the potential for simultaneous calls.
- Hospital Turnaround Delays – Must have a plan, when feasible, to provide services knowing that there may be delays at hospitals.

8. Medical Director

The Proposer must furnish a Medical Director at its expense. The Medical Director must be on staff with (or contracted for services by) the selected Ambulance Service Provider and, for purposes of establishing protocols and certification of First Responders, will be required to perform those functions by the Ambulance Service Agreement, without any indicia of employment by the Town. The Medical Director will always be an employee (or independent contractor) of the licensed Ambulance Service Provider so designated by the selection process.

- Hold an unrestricted license to practice medicine and surgery in the State of New York
- Be Board Certified in emergency, family, internal, or surgical medicine or possess and maintain current certification in Advanced Cardiac Life Support and advanced Trauma Life Support.
- Be familiar with the design and operation of pre-hospital emergency medical service systems.
- Have experience in the emergency department management of acutely ill or injured patient(s) in an urban setting.
- Be knowledgeable in and actively involved with quality assurance and the education activities of the ambulance service and first responder agencies.
- Develop additional medical protocols as necessary to supplement the NYS collaborative protocols and present said protocols to the Regional EMS Council and State EMS Council for approval, as necessary.
- Supervise a quality assurance (QA) program.
- Work together with Ambulance Service Provider staff to offer optimal care to all ambulance patients in the most efficient manner available within the Town Service Area.
- Agree to provide Medical Direction to the Emergency Medical Response Agency (First Responders) duly authorized by the Town.

- The Town also has the right to obtain their own separate medical director at their own expense.

9. Communications Equipment & Notification

Qualified Respondents shall supply and maintain fully operational vehicle and portable radios as required to perform in accordance with prevailing EMS communications standards, and in accordance with any requirements of the Rensselaer County Bureau of Public Safety (BPS).

The Town Supervisor of the Town of Brunswick shall be notified immediately whenever a motor vehicle accident involving an ambulance operated by the Ambulance Service Provider has occurred.

The Town Supervisor, or his/her designee, must be notified in writing within 48 hours whenever either one or more of the following occurs:

- Any changes in supervisory or ambulance service personnel or staffing or scheduling full-time operations that may reasonably be expected to affect adversely the ability of the Respondent to meet its obligations under the Ambulance Service Agreement.
- The Ambulance Service Provider shall notify the Rensselaer County Dispatch Center of all the units assigned to the Town of Brunswick at the start of each shift, and whenever there are any changes to the assigned units.

10. Ambulance Specifications

All ambulances used for emergency patient transport shall be in good working condition, physical appearance, operational and mechanical performance for the patients and crew members. Each ambulance used in the emergency transport of patients must be equipped with all items required by the New York State Department of Health.

All ambulance must be specified and constructed to transport two (2) patients, one (1) paramedic, one (1) EMT and/or First Responder in the patient compartment, and one (1) family member in the front passenger seat as well as the successful Proposer's driver, without exceeding the Original Equipment Manufacturers specified Maximum Gross Vehicle Weight while fully equipped and fueled.

Any ambulance used by the Ambulance Service Provider for transporting patients shall conform to all standards promulgated and defined by the Medical Director, and all rules and regulations promulgated and set forth in any New York State or Town local ordinance.

11. Insurance Requirements

Before, and as a condition of, entering into the Ambulance Service Agreement, the selected Proposer shall purchase and provide, by way of a company or companies licensed to do business in the State of New York, such insurance as will protect the Town from claims which may arise or result from the Proposer's operations under the Ambulance Service Agreement, whether such operations are performed by Proposer, or by anyone directly or indirectly employed by Proposer, or by anyone for whose acts the Respondent may be liable.

The insurance required shall be written for not less than any limits of liability specified required by law or as specified within the forthcoming Ambulance Service Agreement, whichever is greater. All policies shall name the Town of Brunswick as an additional insured and shall provide for 30-day notice to the Town of cancellation or alteration in coverage.

12. Indemnification

The Proposer shall release, hold harmless, and indemnify the Town, its officers, elected officials, and employees from all claims, suits, actions, proceedings, judgements, demands, losses, damages, liabilities, costs, and expenses, including attorney's fees, or any kind arising directly or indirectly out of any act or omission of the contractor, its employees, subcontractors, or agents in connection with the contract. Proposer's indemnification obligations shall not apply to the extent any liability for loss or damage is caused by the sole negligence, gross negligence, or willful misconduct of the Town, its officers, or employees.

If a claim or legal action covered by these provisions is asserted or brought against the Town, the Proposer shall pay any, and all reasonable legal expenses that the Town shall incur in connection with such claim or action. Except as may be otherwise set forth in the Ambulance Service Agreement, the selected Ambulance Service Provider shall acknowledge that the Town has no obligation for the payment of any judgement or the settlement of any claims because of or relating to obligations of the Ambulance Service Provider under the Ambulance Service Agreement.

If selected to enter the Ambulance Service Agreement, Proposer shall immediately notify the Town of any claim or suit made or filed against Proposer regarding any matter resulting from or relating to Proposer's obligations under the Ambulance Service Agreement, and will cooperate, assist and consult with the Town in the defense or investigation thereof.

13. Required Meetings & Reports

A responsible officer representing the selected Ambulance Service Provider will be required to present a monthly report of the foregoing and any other activities required by the Town at the monthly Town Board meeting, during the Department Head Reports portion of the meeting.

The following details shall be included in the monthly report:

- Response Time Compliance
- Total Responses
- Total Patients Refused
- Distribution of responses by time of day and day of the week
- Distribution of responses by Fire Company/Department
- Summary of patient complaints (situation found) and listing disposition of all patient complaints
- Response time summary for all responses by priority
- Call volume within the Town
- Breakdown of ALS, BLS, Inter-Hospital Transfers and Intercept Services
- Copies of any MVA investigations involving an EMS Service
(Supervisor Eyes Only – Not for Discussion During Open Meeting)
- Mutual Aid into or Out of Town (Numbers and Where or from)

14. Supplies Requirement

It is the successful Proposer's responsibility to provide supplies in the ambulance in accordance with local, state and federal standards, regulations, and requirements. The successful Proposer shall, at no cost to the Town, replace any medical equipment and supplies used by the local Fire Company/Departments after making a transport (except for PPE and expired items.)

15. Limitation of Damages

In no event shall the Town be liable to contractor or to any third party for any incidental, indirect, consequential, special, or punitive damages arising out of or relating to the contract, including but not limited to any claims for lost business or profit, regardless of

whether the Town had been advised or the possibility of such damages. By way of example and not limitation, the Town shall not be liable to Proposer for any claims or lost business or profit arising out of any finding of breach or declaration of default by the Town, even if it is later determined that such finding or declaration was made in error.

Additional Information

1. Ambulance Service Agreement

The end goal of this RFP process and selection of the most qualified Ambulance Service Provider is the negotiation and implementation of the Ambulance Service Agreement. The parties to the Ambulance Service Agreement will participate in establishing minimum performance standards and penalties will be assessed for failure to achieve minimum standards agreed upon by the parties. The Ambulance Service Agreement will require the highest levels of performance and reliability.

- Ambulance response times must meet the response standards set forth in the Ambulance Service Agreement.
- The Rensselaer County Bureau of Public Safety, Public Safety Answering Point will be responsible for dispatch of ambulances under the Agreement.
- Every ambulance unit must, always be equipped and staffed to operate at the Paramedic Level (at a minimum), on all emergency and non-emergency calls received under the Agreement.
- Clinical performance must be consistent with approved medical standards, protocols, guidelines and regulations set forth by the New York State Department of Health and/or Regional EMS Council.
- The conduct of personnel must be always professional and courteous.
- There must be an unrelenting effort to detect and correct performance deficiencies and continuously upgrade the performance and reliability of the entire EMS system.
- Clinical and response time performance must be extremely reliable, with equipment failure and human error held to a minimum through constant attention to performance, protocol, procedure, performance auditing, and prompt and definitive correction action as needed.
- An Ambulance Service Provider who consistently fails to perform in accordance with standards set forth in the Agreement or any other authority incorporated therein, must and shall be replaced. The Town of Brunswick reserves discretion to evaluate the performance of the Ambulance Service Provider and to make any determination with respect to the need for replacement.

2. Expertise & Judgement

Respondents are specifically advised to use their own best expertise and professional judgement in deciding upon the methods to be employed to achieve and maintain the high performance required under the proposed Agreement. By "methods", the Town means compensation programs, shift schedules, personnel policies, supervisory structures, and other internal matters, which, taken together, comprise each Respondent's own strategies and tactics for achieving the best program at the lowest cost.

3. Costs Incurred in Responding

The Town will not pay any costs incurred in preparation, presentation, demonstration or negotiation of a Request for Proposal, nor does it commit to procure or contract for any services. All costs of Response preparation will be encumbered by the Respondent.

It is understood that all proposals, inquiries and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits, and other documentation submitted in response will become the property of the Town when received by the Town and may be considered public information under New York State Law.

4. Performance Review

If selected as the Town's Ambulance Service Provider, the Respondent shall provide monthly performance data utilizing criteria the Town determines to be relevant. In addition, the Respondent will provide to the Town data conferring compliance with the terms of the Ambulance Service Agreement. The selected Ambulance Service Provider's performance should exceed the minimum requirements of the Agreement whenever possible.

5. Renewal Option

The Ambulance Service Agreement may be renewed as set out by and approved in accordance with the terms of the Ambulance Service Agreements and upon written agreement between the Ambulance Service Provider and the Town. This option shall be exercised only if the Respondent is successful in completing the Performance Reviews outlined above and in the Ambulance Service Agreement. Upon renewal of the Ambulance Service Agreement, if any, compensation may be adjusted as provided within the Agreement.

6. Remedies for Non-Performance

Breach of Duty. Respondents are advised that, if selected by the Town's Ambulance Service Provider, they will be held accountable for fulfilling their obligations under the Agreement in a manner that is consistent with the qualification stated in response to this RFP. If selected as Ambulance Service Provider, each Respondent assumes full responsibility for failure to meet performance standards and specifications set forth in the RFP and in the Ambulance Service Agreement and will assume full financial liability that accrues from failing to meet such standards and specifications. The Provider's failure to provide available Emergency Medical Services as required in the Agreement, and as a response to this RFP, may result in deduction from compensation for services.

Any failure to meet the performance standards articulated in the Agreement that is susceptible to remedy in a reasonable period, in the judgement of the Town of Brunswick, following notice of the deficiency shall be cured within 15 days following such notice.

Failure to cure a noticed deficiency within that period, and/or failures to meet performance standards that are sufficiently severe as to present potential hazards to the well-being of resident of the Town, as determined in the judgement of the Town of Brunswick may result in declaration of breach and immediate termination of the Ambulance Service Agreement.

Proposal Format

To facilitate the review process, the following guidelines shall be adhered to:

1. Introduction to the Proposal

Respondents should provide a brief understanding and acknowledgement of the Town's need, and the requirement imposed for evaluation of a prospective Ambulance Service Provider's capability to perform the services described in this RFP.

2. Signed Statement Authorizing Submission of the Proposal

The individual submitting a Proposal should provide evidence of his/her being authorized to do so by the controlling person(s) or entity of the Respondent.

3. Respondent Information

Please be sure to include the Proposer's name, address, contact person, telephone number, email address and federal tax ID number (FEIN).

4. Company Information

Include information pertaining to the history of the Proposer, including:

- Years in business; key personnel; scope of services offered by business; locations of business; location of headquarters; number of employees; nature of business plan (in relation to continued growth); detailed history of experience providing the type and scope of services related to this RFP.

The Proposer should also include information and history relating to public/private partnerships; training processes (including new employee training and in-service training), employee education and development; experience with creating innovative programs; community involvement; public relations and media experience; and log of all certifications/licenses pertinent to its response to this RFP.

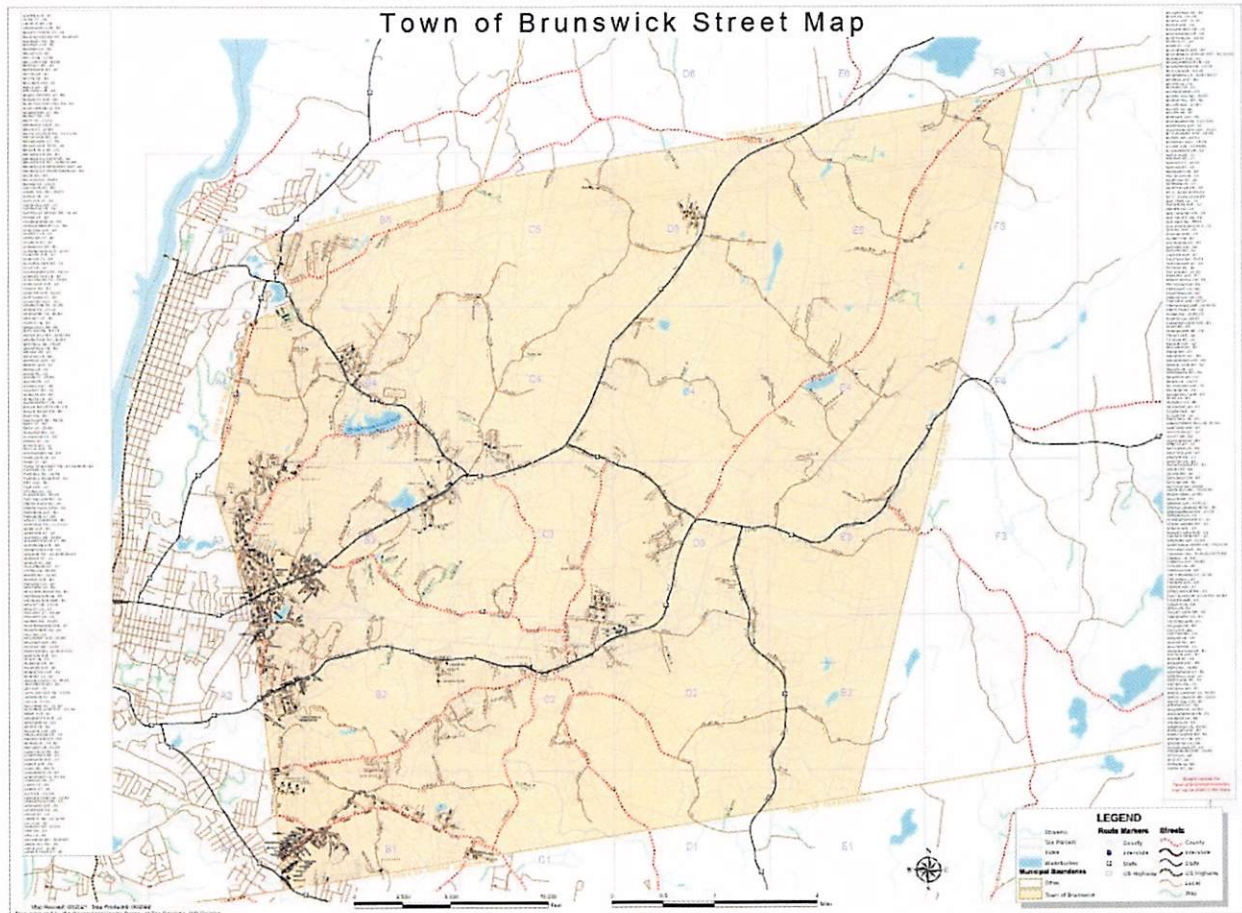
5. Financial Information

Proposers shall include with their Proposal an audited or reviewed set of financial statements for each of the preceding three (3) years. Proposer shall also include any contracts or agreements currently in effect with employees or labor groups that may have an impact on its capacity to perform up to standard during the period of the Ambulance Service Agreement or possible renewal of the Agreement.

6. Cost Proposal

The Proposer's cost proposal shall include the total estimated cost of providing all services identified and included in the RFP response. The Respondent shall provide a breakdown of the anticipated cost of all components of its Proposal.

Appendix A



NON-COLLUSION STATEMENT

GENERAL MUNICIPAL LAW SECTION 103-d

By submission of this proposal, the Proposer and each person signing on behalf of the Proposer, certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her knowledge and belief:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communications oral agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor; and
3. No attempt has been made, or will be made, by the Proposer to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

Firm

By _____

Printed Name

Date _____

***THIS PAGE MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL
OR YOUR PROPOSAL WILL BE DECLARED INCOMPLETE***