



MINUTES

COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION **ROCKWALL HISTORIC COURTHOUSE 101 EAST RUSK ROCKWALL, TEXAS 75087 972-204-6000** **Special Board Meeting** **Monday January 30, 2017 5:00 p.m.**

AMBULANCE SERVICES BOARD MEETING

Board Members Present:

David Sweet (Rck. County)
Jim Pruitt (Rockwall)
Cliff Sevier (Rck. County)
Lorne Megyesi (Fate)
Janet Nichol (Royse City)
David Billings (Fate)
Barry Brooks (Heath) (arrived at 5:03 p.m.)

Board Members Absent:

Dana Lawson (Mobile City)
Nathan Hodges (McLendon Chisholm)
Dennis Lewis (Rockwall)

1. Call to order

President of the ES Corporation, David Sweet, called the meeting to order at 5:00 p.m.

2. Discuss / act on a "request for proposals" (RFP) document to solicit bids for a countywide ambulance services contract

Board Member Nichol moved to appoint the following to serve on the financial subcommittee that will assist with reviewing RFP responses: Lisa Constant, Rockwall County Auditor; Mary Smith, Assistant to the City Manager and Finance Director for City of Rockwall; and Shannon Raymond, Finance Director of Royse City. Board Member Sevier seconded the motion, which passed by a vote of 7 ayes with 3 absent (Lawson, Hodges and Lewis).

Board Member Brooks arrived to the meeting at this point (5:03 p.m.). Regarding the subcommittee that will review and score the quality of the RFP responses / companies, Board Member Billings moved to appoint the following slate of individuals:

**Judge David Sweet
Sheriff Harold Eavenson
Chip Imrie
Dave Butler
Michael Kovacs
Terry Garrett
Carl Alsabrook.**

Board Member Nichol seconded the motion, which passed by a vote of 7 ayes with 3 absent (Lawson, Hodges and Lewis).

Sweet briefed the board on the proposed timing associated with the RFP, stressing the pre-proposal meeting and explaining that evaluators may be asked to attend said meeting. Board Member Pruitt asked questions about how bidder questions will be received and answered. At 5:12 p.m., the ES Corporation Board placed a phone call to Dave Shrader of The Polaris Group, the consulting firm that has been retained by the Board to assist with the RFP process, to discuss with him some of the questions associated with the RFP process. Comments were made related to the short timing between presentations and selection of the provider as well as the timing associated with when the financial review committee will receive information for review. It was suggested that the date associated with award of the new contract should take place at a regular, monthly board meeting. Pruitt asked Mr. Shrader how questions will be answered. The consultant indicated that he and Joe DeLane, County Emergency Management Coordinator who has been assisting with the draft of the RFP, should be able to handle most of the questions. If technical questions arise, then Mr. DeLane or Mr. Shrader will let board members know that a special meeting of the full board is needed. Board Member Billings asked who will oversee the operational plan to handle the transition, if there is one, from Medic Rescue to a new provider. Mr. Shrader indicated that any incoming provider will handle most of that. Brief comments were made concerning recruitment of employees from the current provider, if current provider is not selected. Comments also took place concerning the importance of ensuring that ambulances are up and running by October 1, indicating that processes and / or other factors may be worked out thereafter in the early months of the new contract. Indication was given by the consultant that the timing associated with some aspects of the process could be negotiable. Board Member Brooks asked when negotiation of the contract will take place. Mr. Shrader indicated that some negotiation period may take place before the contract is signed. This will leave time available to move on to the second choice of provider if necessary.

Sweet asked if anyone in the room has any discussion points they would like to raise concerning the RFP process or document. Mr. Crowley, Rockwall's City Manager, spoke up, sharing comments related to the document. He asked if the intent of the RFP is to leave the door open to the possibility of a subsidy. Mr. Shrader indicated that the door has been left slightly open as far as a potential subsidy is concerned; however, he tried to stay strong on the fact that the board does not really desire to pay a subsidy. General discussion ensued pertaining to the language in the RFP and any future contract regarding subsidy. The board concurred that they would like "no subsidy" language including in the future contract. Discussion also took place regarding possible extensions associated with a five year contract. Indication was given that this topic will be broached during actual negotiations of the contract. Mr. Crowley also pointed out that the use of the word "shall" and "may" in the document should potentially be reviewed, as the board may not wish to have a lot of "disqualifying language" in the document. Mr. Grant Brenna, attorney who advises the ES Corp. Board, indicated that he is generally ok with utilizing the word "may" in the RFP document.

Sweet asked the Board for the authority to allow himself, Mr. DeLane, Mrs. Kristy Cole (Assistant Board Secretary from City of Rockwall), and Mrs. Smith (Rockwall Assistant City Manager/Finance Director) to have the latitude to work on the final language for the RFP document. General indication was given that this will be okay.

It was pointed out that there is language in the RFP document that encourages the future provider to hire Medic Rescue (current provider's) employees.

103 It was asked if vehicle-related details (regarding the ambulances proposed to be used) will be
104 known during the proposal period. Mr. Shrader indicated that we do want this type of
information during the proposal period; however, we will give latitude in this regard.

106 Discussion took place pertaining to response zones and associated response time
107 requirements. Mr. Shrader indicated that some cities assess liquidated damages (a fine) if
108 response times are not met. Indication was given that quadrant information needs to be added
109 to the RFP.
110

111 Mr. Dave Butler, City Administrator of McLendon Chisholm, asked if requiring a mandatory
112 deposit for RFP proposers is customary. Mr. Shrader indicated that this is not an unusual
113 requirement and that it helps focus in on those proposers who are actually serious enough to
114 put up money.
115

116 Board Member Billings pointed out that "BLS" (basic life support) is not listed in Section 1.2 of
117 the RFP document. Mr. Shrader generally indicated that it will be most efficient to require that
118 all "ALS" (advanced life support) units be utilized.
119

120 Discussion took place pertaining to the board members' level of comfort with requiring
121 proposers to submit a \$5,000 fee. Ultimately, it was decided to leave the fee 'as is' and indeed
122 have it included in the language. Discussion also took place pertaining the board's future
123 employment of a medical director and who will write protocols. Mr. Shrader indicated that
124 these discussions may be worked out during the contract negotiations phase. Board Member
125 Nichols wanted to be sure that Hunt and Collin Counties were adequately pointed out as far as
126 those portions of Royse City that lie in those two counties. This concern was acknowledged,
127 with indication being given that Section 1.2 properly covers this topic. Mr. Kovacs, Fate City
128 Manager, asked for clarifying information concerning the "business license section," pointing
129 out that he is not certain this is required in Texas. Mr. Brenna, the board's attorney, indicated
130 that he will look into this further. Regarding pricing, clarification was sought regarding what
131 "SCT" means. Mr. Shrader indicated that it stands for "Specialty Care Transport," which is a
132 Medicare-related designation. Discussion took place pertaining to the possibility of adding a
133 column in the document for air transport. Mr. Shrader pointed out that there would be issues
134 with doing so, as an air deregulation act keeps us from regulating those particular rates. It
135 was clarified that this particular contract will be dealing with ground transport only.
136 Regarding the points / scoring section of the document, it was agreed that the total points
137 should add to 2,000 instead of 1,850 (add 150 points to Section 7. From 75 to 225 so that total
138 is 2000). Board Member Megyesi of Fate asked some more questions concerning 'air
139 ambulance' use. Mr. Shrader indicated that regulating use of air ambulances is very difficult
140 and that the board is not advised to try and do so. Mr. Crowley suggested that the frequency
141 of use of air ambulances could be evaluated further. Indication was given that a section may
142 be added to address this; however, it should likely not be scored. Sweet indicated that County
143 has a need for the future ambulance provider to transport remains of the deceased as well as
144 help by assisting with mental health transportation. The consultant, Mr. Shrader, indicated
145 that he will ask for a plan to provide these types of services without hurting response, and he
146 shared that there are likely cheaper solutions available.
147

148 Following the discussion, Board Member Billings moved to approve the draft RFP with the
149 specified changes brought forth during the meeting. Board Member Brooks seconded the
150 motion, which passed by a vote of 7 in favor with 3 absent (Lawson, Lewis, and Hodges).
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152 Sweet stressed that the decision to move forward with an RFP was not taken lightly. He
thanked all involved in creation of the document. He indicated the belief that Rockwall County

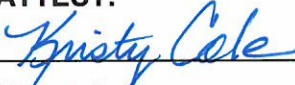
155 being a more affluent, fast-growing community will bring in several good responses from
156 proposers.

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158 3. Adjournment

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160 The meeting was adjourned at 6:23 p.m.
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163 
164 **David Sweet**
165 County Judge and President, County of Rockwall ESC
166 Board of Directors

166 ATTEST:

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168

169 **Kristy Cole**
170 Assistant Secretary, Board of Directors -
171 County of Rockwall ESC

