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## Memorandum

To: Livingston County Board of Commissioners  
Fr: David Feldpausch, EMS Director  
Date: 09/25/2020  
Re: Resolution Authorizing Acceptance of the Emergency Medical Care Vehicle bid

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In order to maintain an efficient, functional fleet of transport vehicles the department will have to replace 2 or 3 of them annually. We have not been proactive in managing that for several years and are currently behind where we should be replacing vehicles. The result is increasing maintenance cost and more critical failures that are simply unacceptable. This will be a major portion of our comprehensive capital improvement plan once completed so that we can plan and budget for these expenses moving forward.

As we looked at the ambulance replacement process that LCEMS has used for years we found that we had not taken ambulance replacement out for bid and had purchased them under an existing contract for a number of years. I knew from previous experience that the process of specification development was time consuming and I really wanted employee input on the process so I assigned it to Administrative Supervisor Tod Horner.

Back in February we began an extensive process that began with a committee of employees seeking input to look at all of the features and available options from a number of manufactures. This process included visits to production facilities to see the process first hand. Then, with committee input, Supervisor Horner developed a set of specification which include a number of safety and performance enhancements. Most notably the ability to be restrained in the forward facing position while in the back of the ambulance transporting patients.

This set of specifications was again reviewed by the employee committee and then forwarded on to CoPro to begin the RFP development. Once the RFP was approved the bid process was managed by CoPro to ensure a consistent equitable process was followed. The bids received were then evaluated and individually scored against the criteria provided by CoPro. The scores were returned to CoPro and a bid summary was completed. The bid summary was then forwarded to the county finance department for review and approval.

Based on this process I am recommending that we accept the bid from Emergency Vehicles Plus for the Emergency Medical Care Vehicle for \$202,343.72. Per CoPro standard policy this is a one-year contract with four (4) one-year renewal options.

If you have any questions or concerns, please do not hesitate to reach out to me any time. 517/294-1853 or [dfeldpausch@livgov.com](mailto:dfeldpausch@livgov.com).

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