



**State of Oklahoma
Oklahoma State Department of Health**

Amendment of Solicitation

Date of Issuance: May 16, 2014

Solicitation No. _____

Requisition No. 3400001273

Amendment No. 1

Hour and date specified for receipt of offers is changed: No Yes, to: _____ CST

Pursuant to OAC 580:16-7-30(d), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery:

Oklahoma State Dept. of Health
Procurement-Susan Wiest
1000 NE 10th Street
Oklahoma City, OK 73117 -
or

Susan Wiest
Contracting Officer

(405) - 271 - 4043
Phone Number

Personal or Common Carrier Delivery:

Oklahoma State Dept. of Health
Procurement-Susan Wiest
1000 NE 10th Street
Oklahoma City, OK 73117 -

susanw@health.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Revised Attachment A - 2015 Application for OERSSIRF.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**)

Title

Authorized Representative Signature

ATTACHMENT A - 2015 APPLICATION FOR OKLAHOMA EMERGENCY RESPONSE SYSTEMS STABILIZATION AND IMPROVEMENT REVOLVING FUND

SECTION 1 - Project Proposal Information, Inclusions, and Requirements

1. Name of Submitting Entity	
2. Project # (if>1 submitted)	
3. Total Project Amount	
4. Requested OERSSIRF Funds	
6. Mailing Address of Applying Entity	
7. Applying Entity Phone#	
8. RFP Contact person- Name	
9. RFP Contact-Phone Number	
10. RFP Contact- Email Address	
11. Person Completing Application:	
<i>NAME: PRINT</i>	
<i>SIGNATURE</i>	
<i>DATE</i>	
<i>TELEPHONE NUMBER</i>	

1. Statutory Eligibility (63 O.S. 1-2512.1)
 1. The proposed project must be found to be in compliance with 63 O.S. 1-1512.1. The applicant must possess all necessary and incidental legal rights and privileges necessary to commence and complete the project. The application must reflect the eligibility of the applicant as well as the statutory purposes of the project. **These requirements must be completed and documented on page 4 and 5 of the application. Proposals that do not meet the statutory requirements will be returned to the applicant.**

2. Local need, support and priority (310: 642 -3-1 (C)(3))
Guidance: (a) Applicant must demonstrate the project is needed in the area to be served, as supported by "needs" identified by any State assessment. The project description must make clear the project will appropriately address the identified need and include the assessment referencing the project need. **(b)** Applicant must demonstrate local support for, interest in, and commitment to the proposed project. **Letters from the involved legal entities such as cities, counties, and companies shall be included as appropriate. Application will be reviewed prior to scoring to ensure application guidance was followed.**

SECTION 1 - Project Proposal Information, Inclusions, and Requirements - Continued

3. Availability of other assistance (310:642-3-1 (C)(4))

Guidance: Applicant must demonstrate due diligence to ensure no alternative sources of revenue could be obtained and utilized for project financing. Efforts to determine alternative sources of revenue must be documented. Identify all measures and efforts to seek alternative funding sources.

Application will be reviewed prior to scoring to ensure guidance was followed.

4. Project Feasibility (310:642-3-1 (C)(6))

Guidance: Applicant must demonstrate the project is feasible and cost-effective. The project description shall establish all elements to be purchased for the project are readily available on the open market and identified in the budget request. Spreadsheets must be provided that demonstrate purchasing timetables and costs for all project elements. Appropriately credentialed consultant or other expert attestations to the feasibility and cost-effectiveness of the project shall be provided. Credentials of financial consultant(s) and expert(s) shall be submitted with attestations. Applicant shall not be considered an expert or financial consultant for the purpose of attesting to project feasibility and cost-effectiveness. **Application will be reviewed prior to scoring to ensure guidance was followed.**

5. Statewide needs and public interest. (310:642- 3-1 (C)(7))

Guidance: Applicant must show how the proposed project will serve the public interest and welfare by demonstrating the relationship between the project and the overall EMS development needs within the State of Oklahoma, as identified in a needs assessment. Needs assessments may include reports from Bishop and Associates, National Highway Transportation and Safety Administration, OSU Cooperative Extension Service, or other reports regarding EMS. Attestations of the benefits of the project to the public interest and welfare shall be provided by an appropriately credentialed consultant or other expert. Credentials of financial consultant(s) /expert(s) shall be submitted with the attestation(s). Applicant shall not be considered an expert or financial consultant for the purpose of attesting to project need. **Application will be reviewed prior to scoring to ensure guidance was followed.**

Applications containing more than 55 pages will not be reviewed, and will be returned to the applicant.

The pages and supporting documents that are subject to the 55 page limit include application pages 1-15, the documents that support the application contents, attestations, assertions, descriptions, and purpose. The documents needed to support the timeline, benchmarks, and the documents required to establish the legal, and contractual requirements are not included in the 55 page limit.

SECTION 1 - Project Proposal Information, Inclusions, and Requirements - Continued

Utilize this page, with any additional documents to address numbers 1-5 on pages 1 and 2.

SECTION 2 - Qualified Entity and Statutory Purpose

Qualified Entity (check applicable boxes): O.A.C. 310:642-1-3:

EMS Personnel	↓	Emergency Medical Dispatch	↓
Certified Emergency Medical Response Agency		Approved Medical Director	
Licensed Ambulance Service		Association	
Approved Training Institution		Sponsoring Agency (see below)	

Sponsoring Agency can be an EMS district; city/county operating a certified emergency response agency; licensed ambulance service; education systems operating EMS training Institutions, etc. Explain qualifying relationship or criteria below:

Qualified Purpose (check all applicable activities) (63 O.S. § 1-2512.1)

Statutory Purpose:	Value	✓	Statutory Purpose:	Value	✓
Funding Assessment Activities	50 points		Training for Emergency Medical Director	50 points	
Stabilization and/or Reorganization of At-Risk Emergency Medical Service	100 points		Access to Training for Front Line Emergency Medical Services Personnel	100 Points	
Development of Regional Emergency Medical Services	50 points		Capital and Equipment Needs	50 points	
Applicant Self Score					

In narrative form, please describe the project purpose(s) and any included documents that verify the qualifications of the applying entity.

SECTION 2 - Qualified Entity and Statutory Purpose - Continued

In narrative form, please describe the project purpose(s) and any included documents that verify the qualifications of the applying entity.

SECTION 3 - Population Density and Multiple Jurisdictions

Demographic information specific to the proposed project

Population Density

<http://quickfacts.census.gov/qfd/states/40000.html>

The population density of the proposed project area shall be determined as recorded by the US Census Bureau 2010 Website in the ABOVE link. Identify all counties in proposed project area and document in the table below. Identify the population density for each county in the proposed project jurisdiction from the link to the US Census Bureau. The county with the highest population density in the proposed project area shall determine the population density factor for the project. **If the applicant is proposing a state-wide project, then the population density will be 54.7 person/sq. mile, based on 2010 census data.**

County Name	Population Density	County Name	Population Density
Statewide Project:		54.7	

Scoring Criteria	Points	✓
Less than 10/mile:	100 Points	
10/mile to 29.9/mile:	50 points	
30/mile to 79.5/mile:	40 points	
79.6/mile to 199.9/mile	30 points	
200/mile to 999.9/mile	20 points	
1,000/mile to 4,999.9	10 points	
Greater than 5,000/mile	0 points	
Applicant Self Score		

Multiple Jurisdictions

If more than one community, county or other jurisdiction will benefit from the project, list them and describe the benefits to each one. **Attach a map and highlight jurisdictions benefitting from the project. Documents verifying support and/or inclusion by jurisdictions in the project area must be submitted.**

Regulatory Criteria	Points	✓
Two Cities or Towns	25	
Three Cities or Towns	50	
County-Wide	100	
Multi-County	150	
State-Wide	200	
Applicant Self Score		

SECTION 3 - Population Density and Multiple Jurisdictions - Continued

Use this page to provide any information relating to Population Density and Multiple Jurisdictions. Additional supporting documents may be included in this section.

SECTION 4 - Number of EMTs in Project Area

The number of EMT's in the project area shall be the sum total of EMT's in each county within the defined project area. The total number of EMT's within the project area shall be determined using the information below:

County	# EMTs	County	# EMTs	County	# EMTs	County	# EMTs
Adair	34	Garvin	47	McIntosh	21	Wagoner	65
Alfalfa	21	Grady	165	Murray	39	Washington	25
Atoka	28	Grant	28	Muskogee	113	Washita	21
Beaver	19	Greer	12	Noble	22	Woods	29
Beckham	47	Harmon	10	Nowata	29	Woodward	36
Blaine	43	Harper	10	Okfuskee	14		
Bryan	76	Haskell	8	Oklahoma	1477		
Caddo	79	Hughes	20	Okmulgee	62		
Canadian	348	Jackson	27	Osage	147		
Carter	69	Jefferson	7	Ottawa	91		
Cherokee	116	Johnston	25	Pawnee	35		
Choctaw	18	Kay	119	Payne	165		
Cimarron	18	Kingfisher	35	Pittsburg	109		
Cleveland	582	Kiowa	19	Pontotoc	75		
Coal	21	Latimer	9	Pottawatomie	138		
Comanche	205	LeFlore	59	Pushmataha	27		
Cotton	10	Lincoln	112	Roger Mills	19		
Craig	24	Logan	86	Rogers	145		
Creek	158	Love	16	Seminole	27		
Custer	54	Major	35	Sequoyah	20		
Delaware	65	Marshall	23	Stephens	304		
Dewey	31	Mayes	76	Texas	41		
Ellis	15	McClain	175	Tillman	40		
Garfield	143	McCurtain	54	Tulsa	124		

Number of EMTs in Project Area

Scoring Criteria:		
EMTs in Area	Points	
0-24	60 points	√
25-49	40 points	
50-99	20 points	
greater than 100	0 points	
Applicant Self Score		

Statewide Projects: 0 points awarded because number of EMTs in Oklahoma (8114) divided by number of counties in state (77) exceeds 100. (mean is 105.4)

Number of EMTs will be verified by reviewing the map/proposal area described on Page 6

SECTION 5 - Budget

On the form below, describe all items to be purchased. Assign a separate item number to each item. Enter the statutory purpose of each item, the estimated receive date of the item, and the associated benchmark number. (See example) Attach copies of any bids received and label the bid with the corresponding item number. Ensure total costs do not exceed funds requested in the proposal. Applicant must consult; and if appropriate, use a State-Wide Contract to purchase the items. The link to the list of State-Wide Contracts is <https://www.ok.gov/dcs/solicit/app/contractSearch.php>

Item #	Description	Statutory Purpose	Receive Date (Estimated)	Bid attached ?	Quantity	Cost per Unit	Total Cost	Benchmark	
<i>Example</i>	<i>Handheld radios</i>	<i>capital</i>	<i>12/31/2020</i>	<i>yes</i>	<i>10</i>	<i>500</i>	<i>\$5,000.00</i>	<i>1</i>	
							Total Cost		

SECTION 5 - Budget - Continued

This page, with additional pages attached as needed, is used to document costs, bids, and other items of interest associated with items purchased for the project.

SECTION 6 - Funding Request and Matching Funds - Continued

Applicants should request funding equal to the total cost of the project minus the amount of any dedicated matching funds.

Example: \$100,000 total cost of project- \$25,000.00 matching funds = funding request of \$75,000.00

Points (plus and minus) are awarded based on the amount of funds requested.

Amount of funding requested	Points	✓	Total Amount of the Project
\$20,000 to \$39,999	50 Points		
\$40,000 to \$59,999	30 Points		Total amount of requested funds
\$60,000 to \$79,999	20 Points		
\$80,000 to 100,000	10 Points		Applicant Self Score
\$100,001 to \$200,000	20 Point Deduction		
\$200,001 to \$300,000	30 Point Deduction		
\$300,001 to \$400,000	40 Point Deduction		
\$400,001 to \$500,000	50 Point Deduction		
Any project over \$500,000.00 shall be denied			

Project matching shall be calculated as follows: % matching dollars = total matching dollars divided by total project amount. Applicant shall identify calculation methodology.

Entities providing matching funds shall provide documentation that verifies a commitment to provide matching funds and the amount to be provided.

There are two types of matching funds: 1) "In Hand", which are funds set aside to accomplish the goals and benchmarks of the project; or 2) "In-Kind contributions" dedicated to the completion of the the proposal. Each type of contribution must be identified through attestations, estimates, or other documents. Attach all documents associated with matching funds to the proposal.

See attachment on page 23 Section A for definitions of matching funds.

Project Matching Funds	Points	✓	Project Matching Funds	Points	✓	Applicant Self Score:
10% of project funds	10 Points		50% of project funds	50 Points		
20% of project funds	20 Points		60% of project funds	60 Points		
30% of project funds	30 Points		70% of project funds	70 Points		
40% of project funds	40 Points		80% of project funds	80 Points		
			90% of project funds	90 Points		

SECTION 6 - Funding Request and Matching Funds - Continued

This page, with additional pages attached as needed, is used to verify requested funding and/or matching funds criteria.

SECTION 7 - Distance to Trauma Center and Self-Score for Proposed Project

A Level I Trauma Center is located in Oklahoma City. Two Level II Trauma Centers are located in Tulsa. The addresses for the trauma centers are: 1) OU Medical Center, 700 NE 13th Street, Oklahoma City, OK Medical Center, 700 NE 13th Street, Oklahoma City, OK 73104; 2) St. John Medical Center, 1923 South Utica Avenue, Tulsa, OK 74104; and 3) St. Francis Hospital, 6161 South Yale, Tulsa, OK 74136. Determine the most distant point (with a physical address) in the project area from the nearest trauma center. MapQuest site (<http://classic.mapquest.com/maps>), On the MapQuest site (<http://classic.mapquest.com/maps>), enter that physical address in the "Start" and the nearest Level I or Level II Trauma Center address as the "End" and click "Get Directions". address as the "End" and click "Get Directions". Enter the mileage from "Start" to "End" in the block below. Print the map from MapQuest and include with the application.

Distance to a Level 1 or II Trauma Center:	
Statewide projects shall use the following mileage:	291.49

Distance to Level I or II Trauma Center:

Scoring Criteria:	Points	✓	Scoring Criteria:	Points	✓
0 to 25 miles:	0 Points		100 miles to 124 miles	40 Points	
25 to 49 miles	10 Points		125 miles to 149 miles	50 Points	
50 to 74 miles	20 Points		Greater than 150 miles	100 Points	
75 to 99 miles	30 Points		Applicant Self Score		

Applicant Self Scoring for this Proposal/Application

Qualified/Statutory Purpose(s)		Amount of Funding Requested	
Population Density		Matching Funds	
Multiple Jurisdictions		Distance to Trauma Center	
Number of EMTs in Project Area		Total Points	

SECTION 8 - Previous Awards and Benchmark Evaluations

If a qualified applicant has been approved for one or more OERSSIRF proposals awarded in the past, points shall be deducted; unless the previous proposal was for an assessment of the need to establish an EMS agency or the stabilization of an at-risk EMS. (O.A.C. 310:642-5-1 (H))

Criteria	Deduct	√
One (1) OERSSIRF funded project more than twelve (12) month in the past, or FY 11, 12, 13.	50 Points	
One (1) OERSSIRF funded project in the preceding (12) month period, or FY 14	80 points	
Two (2) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13.	80 Points	
More than one (1) OERSSIRF funded project in the preceding (12) month period, or FY 14	100 Points	
Three (3) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13.	100 Points	
Four (4) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13.	150 Points	
Five (5) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13.	175 Points	
A previous OERSSIRF funded project remains unevaluated or applicant has not tendered a required refund to OKSDH	50 points per project	

Previous Benchmark Evaluations

The project score established through the OSDH evaluation required by O.A.C. 310:642-9-1 (a) for each previously completed OERSSIRF project shall earn the following points. Copies of letters verifying benchmark ratings are required.

Ratings	Points per Rating	Number of Benchmarks that Received this Rating	Total Points
Significantly Improved	Add 100 Points		
Improved	Add 50 Points		
Not Improved	Deduct 50 Points		
Worsened	Deduct 100 Points		
For Total Points, multiply Points per Rating times Number of Benchmarks			

Applicant Self Score Totals	Points
Total points from Page 13	
<u>Deduct</u> points from Previous Funding Awards (if applicable)	(-)
(Add or Deduct) points from Previous Benchmark Evaluations, if applicable	(+ or -)

Final Applicant Self Score

SECTION 8 - Previous Awards and Benchmark Evaluations - Continued

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REMEMBER: An application with more than 55 pages will not be reviewed.

The limit applies to the pages of the application and the documents that support the contents of the application.

Addendums required by statute or provided for clarification are not included in the limit of 55 pages.

SECTION 9 - Benchmarks and Timelines for Benchmarks

A benchmark is a standard by which something can be measured or judged; a point of reference for evaluating performance. Benchmarks must be stated in measurable terms. Benchmark regulatory reference is: 310:642-7-1. Each proposal shall include a section setting forth the criteria that will be used to evaluate the success of the project. The criteria shall include:

- (1) Specific, objective metrics for evaluation of the project. For example: a percentage decline in response time or an increase in the number of available EMTs within a region, measured against the same metric at the start of the project.
- (2) A clear methodology and a description of data sources for computing the performance measures proposed in the project plan, for example, comparing responder response times or the total number of EMTs in a region against the same metric at the end of the project.
- (3) Benchmark measures for each of the following assessment levels:
 - (A) Significantly improved.
 - (B) Improved.
 - (C) Not Improved.
 - (D) Worsened.

Please define and describe your benchmarks in the space below. Additional pages may be included. Examples of benchmarks for each statutory area can be found at the end of this package. The examples do not need to be returned with the applications.

SECTION 9 - Benchmarks and Timelines for Benchmarks - Continued

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BENCHMARK EXAMPLES FOR STATUTORY AREAS

Funding Assessment Activities

Our current funding sources include:

The funding assessment activities will allow the agency to attain the following benchmarks.

Significantly Improved: Will be demonstrated by the establishment of new funding sources or districts that were not in place before the requested funds were awarded.

Improved: Will be demonstrated by new funding sources being identified and documented plans completed to establish the sources or districts.

Not Improved: Will be demonstrated by documented planning to find new funding sources that were not in place before the requested funds were awarded.

Worsened: Will be demonstrated by this portion of the project not being initiated.

Stabilization and/or reorganization of at-risk emergency medical service

Our current system is at risk because of the following:

Funding for the stabilization and/or reorganization of at-risk emergency medical service will allow the agency to attain the following benchmarks

Significantly Improved: Will be demonstrated by altering our service in the following ways:

Improved: Will be demonstrated by altering our service in this way:

Not Improved: Will be demonstrated by providing information regarding how we will alter our service.

Worsened: Will be demonstrated by not completing this portion of the project.

Development of regional emergency medical services

Our region of Oklahoma is served by the following agencies working independently:

Funding for the development of regional emergency medical services will allow the agency to attain the following benchmarks.

Significantly Improved: Will be attained by the creation of one agency serving the project area.

Improved: Will be attained by establishment of a plan and timeline to attain a single agency within the proposal area.

Not Improved: Will be attained by the discussion and review of proposals to meet the goal of a single agency to serve the project area.

Worsened: Will be attained by failing to develop a plan or have discussions to attain a single agency to serve the service area.

Training for emergency medical directors

Currently, the Medical Director provides the following input, services and feedback to our agency:

Funding for the Medical Director training will allow the agency to attain the following benchmarks:

Significantly Improved: Will be demonstrated by a 20% increase in the input, services, and feedback provided to the agency.

Improved: Will be demonstrated by a 15% increase in the input, services, and feedback provided to the agency.

Not Improved: Will be demonstrated by not showing an increase in the input, services, and feedback provided to the agency.

Worsened: Will be demonstrated by showing a decrease in the input, services, and feedback provided to the agency.

Access to training front line emergency medical services personnel

Currently, the agency(s) listed within the proposal has x number of licensed personnel.

Funding for training of front-line personnel will allow the agency to attain the following benchmarks:

Significantly Improved: Will be demonstrated by an increase of X number of licensed personnel.

Improved: Will be demonstrated by an increase of x number of licensed personnel

Not Improved: Will be demonstrated by having trained x number of personnel

Worsened: Will be demonstrated by not having anyone trained to become licensed.

Capital equipment and needs

Currently, our agency has the following type of capital equipment that is broken or not present at the agency(s) listed within the proposal.

Funding for capital equipment and needs will allow the agency(s) to attain the following benchmarks:

Significantly Improved: Will be demonstrated by placing this equipment in service.

Improved: Will be demonstrated by receiving the equipment at the service(s).

Not Improved: Will be demonstrated by ordering the equipment for the agency(s)

Worsened: Will be demonstrated by not ordering or obtaining the equipment described in the proposal.

Definitions of Matching Funds in Section 6:

"Matching Funds" means that portion of the project costs that are not borne by monies from the OERSSIRF fund.

"In Hand Matching Funds" are monies the agency has set aside or has available for the purposes of completing contractual requirements of the project.

"In Kind Contributions" are the cash value of non-monetary contributions that are set aside and dedicated solely to the purposes completing the project.

Examples of In Hand Matching Funds:

1. An agency with a budget for capital equipment dedicates that budget to the equipment purchases for the project.
2. An applicant with a savings account dedicated the future purchase of a new piece of equipment dedicates those funds to the project.
3. An applicant allocates a portion of the monies from a general fund account to the purposes of completing the project.

Examples of In Kind Contributions:

1. An agency applying for training obtains the services of an instructor for free or at a reduced rate.
2. An agency applying for Regional EMS activities obtains the services of an attorney for free or at a reduced rate.
3. An applicant submits a proposal to create a training program at an established institution. The institution donates time, labor, and support services to the training program.
4. An applicant who will refurbish a unit will use time and/or material donated by local craftsmen or fabricators to complete the project.