



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.17.

3/24/2020

Subject:

Request Permission to Develop and Advertise an Invitation to Bid for Qualified Companies/Institutions to provide an Emergency Medical Services (EMS) Paramedic Training Program and/or a Minimum Standards Fire Training Program.

Fiscal Impact:

Emergency Medical Services Paramedic Training is estimated to cost \$180,000.00 per fiscal year
Minimum Standards Fire Training is estimated to cost \$30,000.00 per fiscal year

The actual Fiscal Impact will be based on the number of students who attend either program in a given fiscal year.

Dept/Office:

Central Services / Purchasing Services

Requested Action:

It is requested that the Board of County Commissioners:

1. Authorize the Purchasing Services Department to develop and release for advertisement an Invitation to Bid for established companies/Institutions to provide the training programs for Emergency Medical Services Paramedic Training and/or Minimum Standards Fire Training.
2. Authorize the County Manager, or designee to execute all resulting contracts, contract related documents, and any necessary budget change requests, upon review and approval by the County Attorney's Office and Risk Management.

Summary Explanation and Background:

Brevard County Fire Rescue provides Emergency Medical Services to the public through the Fire Department First Responders, trained to the level of Emergency Medical Technician or Emergency Medical Technician - Paramedic. All personnel assigned to the Fire Rescue and Emergency Medical Services are required to maintain this level of certification and maintain licensure through the State of Florida.

The objective of this bidding process is to identify the most appropriate contractors (companies or institutions) to deliver either an Emergency Medical Services Paramedic Training Program or a Minimum Standards Fire Training Program, or both.

Companies/Institutions that respond to the Invitation to Bid will be required to show proof they are either a State of Florida approved Emergency Medical Services Paramedic Training Program or a Minimum Standards Fire Training Program at the time of their bid submission.

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Companies/Institutions that respond to this Invitation to Bid will be evaluated on the cost per student per training program. Companies/Institutions will not be required to provide both training programs, they will have the option to bid on either program or both and will be evaluated only on the programs in which they provide a cost per student for.

The pricing structure to be utilized in the Invitation to Bid will be broken down as follows:

- Cost per student
- Any additional cost considerations

Other requirements that will be taken into consideration that are included in the pricing structure but are not actual costs to the County are:

- Minimum/Maximum students per class
- Location of classroom sessions
- Location of lab sessions
- Location of hospital clinic time (paramedic training only)
- Location of ambulance clinical time (paramedic training only)

The County intends to award a contract to multiple Companies/Institutions so as to offer prospective students a choice in location as well as to provide alternatives so that multiple courses could be held simultaneously, preventing a possible delay in training because one company/institution may have a program at full capacity.

The County intends to award an initial contract term of one (1) year with four (4) single year renewal options to each awarded company/institution. The County believes that procuring these training programs competitively will provide an opportunity for students to be trained to the standards required at a competitive cost.

Clerk to the Board Instructions:

None



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March 25, 2020

M E M O R A N D U M

TO: Steve Darling, Central Services Director

RE: Item F.17., Permission to Develop and Advertise an Invitation to Bid for Qualified Companies/Institutions to Provide an Emergency Medical Services (EMS) Paramedic Training Program and/or a Minimum Standards Fire Training Program

The Board of County Commissioners, in regular session on March 24, 2020, authorized the Purchasing Services Department to develop and release for advertisement an Invitation to Bid for established companies/institutions to provide the training programs for EMS Paramedic Training and/or Minimum Standards Fire Training; and authorized the County Manager, or his designee to execute all resulting contracts, contract related documents, and any necessary budget change requests, upon review and approval by the County Attorney and Risk Management.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Donna Scott
Tammy Rowe, Deputy Clerk

/ds

cc: Finance
Budget