



Fairbanks North Star Borough General Services

907 Terminal Street • PO Box 71267 • Fairbanks, Alaska 99707-1267
907-459-1297 • FAX 459-1100

MEMORANDUM

TO: Leah Berman Williams, Finance Committee Chair
Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Borough Mayor *BW* for BW

FROM: Cory T. Beal, Chief Procurement Officer
General Services Department *CTB*

DATE: January 21, 2021

SUBJECT: RECOMMENDATION TO APPROVE AWARD
RFP Number 21033
Emergency Medical Technician Training

CONTRACTOR: **Interior Region EMS Council, Inc.**

CONTRACT AMOUNT: **\$305,000.00**

The Mayor's Office recommends Finance Committee approval of the proposal submitted by **Interior Region EMS Council, Inc.** in the amount of \$45,000 for the initial contract period and an estimated amount of \$305,000 if all four one-year renewal options are exercised.

This project provides Emergency Medical Technician Training.

The competitive process was conducted in compliance with Title 16. **Interior Region EMS Council, Inc.** is the highest ranked, responsive offeror.

Funding for this project has been made available by Ordinance Number 2020-20.

Please place this recommendation to award on the Finance Committee agenda for the meeting to be held January 21, 2021. Proposals were received at 2:00 pm on December 28, 2020 for the subject project. The appeal period expired at 5:00 p.m. on January 11, 2021.

Attached is the documentation package provided by the Department of Emergency Operations.



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MEMORANDUM

TO: Cory T. Beal
Chief Procurement Officer

THROUGH: David Gibbs ^{DG}_{DG}
Department Director

FROM: Juanita Frazier

DATE: December 30, 2020

SUBJECT: RFP No. 21033
Emergency Medical Services Technical Training
Recommendation to Award

Action Requested: The Department of Emergency Operations recommends award of RFP 21033 – Emergency Medical Services Technical Training to Interior Region EMS Council, Inc. in the amount of \$45,000.00 from Jan 1, thru June 30, 2021. If all four contract renewals are executed the total contact will be \$305,000.00.

Project Description: This contract provides for Emergency Medical Services Technical Training

Funding: Ordinance 2020-20

Signature: David Gibbs
David Gibbs (Jan 4, 2021 09:37 AKST)

Email: david.gibbs@fnsb.us



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NOTICE OF INTENT TO AWARD

SUBJECT: Emergency Medical Technician Training	DATE OF NOTICE: January 4, 2021
RFP NUMBER: 21033	SUBMITTAL DATE: December 28, 2020

It is the intent of the Fairbanks North Star Borough to award a contract to the following vendor as the highest ranked, responsive, responsible Offeror, in accordance with the specifications and requirements described in this Request for Proposal.

Interior Region EMS Council, Inc.
2503 18th Avenue
Fairbanks, AK 99709

Award may be made no sooner than five (5) days from the date of this notice. This serves solely as notice of the Borough's intent to award a contract and should not be construed as a notice to proceed with delivery of goods or services.

The Fairbanks North Star Borough appreciates your participation in this competitive solicitation process. If you have any questions about this RFP or its resulting award, please contact the Purchasing Division at (907) 459-1297.

Cory T. Beal
Chief Procurement Officer

Amber Austin
Procurement Specialist

FUND VERIFICATION

to be completed by originating department

DEPARTMENT / DIVISION: Emergency Operations, EMS IFB / RFP NO.: _____

PURPOSE / PROJECT NAME: Emergency Medical Technician Training

DESCRIPTION: Training for the FNSB Emergency Medical Technician

Est. Cost: 45,000.00 Est. Contingency: _____ Total Cost: 45,000.00

SOURCE OF FUNDS:

Account No: 122389-61510 Amount: 45,000.00 ***Match ?**
 [if Yes]

Account No: _____ Amount: _____

Account No: _____ Amount: _____

Total: _____

to be completed by Accounting

** Grant or Match ? [<input checked="" type="checkbox"/> if Yes]	Ordinance Number	Accounting Verification
	<u>2020-20</u>	<u>M. Guess</u>
	_____	_____
	_____	_____

Date: 11/10/2020

*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a .

**If the source of funds is a Grant OR a Match to a grant, be sure the preparer has attached a copy of the grant agreement.

Juanita Frazier
 Juanita Frazier (Nov 5, 2020 14:35 AKST)
 Project Manager
 11/05/2020
 Date

David Gibbs
 David Gibbs (Nov 5, 2020 14:41 AKST)
 Division Manager
 11/05/2020
 Date

David Gibbs
 David Gibbs (Nov 5, 2020 14:41 AKST)
 Department Director
 11/05/2020
 Date

to be completed by Accounting

On the date signed above by Accounting, fund sources shown above are sufficient to pay the costs of the requested action and may legally be used for this purpose.

Local bidder preference (FNSB 16.16.050) is prohibited. _____

***Local bidder preference (FNSB 16.16.050) is allowed. X

- Funding Source U.S. DOT - FTA
- Funding Source U.S. DOT - all other
- Funding Source Federal Common Rule
- Funding Source Other _____ (Note the agency)
- Funding Source N/A

[Signature]
 Chief Accountant or Grants Accountant

11/12/2020
 Date

*** NOTE: If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for bid (IFB).