

REQUEST FOR BIDS

AMBULANCE SERVICE INTERLOCAL COOPERATION

<u>Townships</u>	<u>Population</u>
<u>Cary Township</u>	<u>206</u>
<u>St. Croix Township</u>	<u>N/A</u>
<u>Webber Township</u>	<u>N/A</u>
<u>Dudley Township</u>	<u>N/A</u>
<u>Forkstown Township</u>	<u>N/A</u>
<u>TCR2</u>	<u>N/A</u>
<u>T3R8</u>	<u>N/A</u>
<u>TAR2</u>	<u>N/A</u>

The Aroostook County Commissioners are soliciting bids for Ambulance coverage services in the above Townships.

1. The Municipality/Contractor agrees to provide qualified ambulance service to Townships referenced above.
2. When a call for aid or assistance from any person in the Unorganized Territories identified above is received by the ambulance dispatcher, the following procedures will be followed:
 - A. When the Municipal/Contractor Ambulance is not preparing to attend or attending another emergency, the dispatcher shall immediately dispatch the necessary force.
 - B. When the Municipal/Contractor Ambulance is preparing to attend or attending an emergency, the dispatcher shall immediately notify the available ranking officer who shall decide what course of action to take. Emergency or non-emergency will be the determining factor.
3. The County acknowledges that ambulance services are contracted out to various areas and therefore the Municipality/Contractor should establish the following criteria: The Municipality/Contractor agrees, at all times to exercise its best effort to adequately cover all emergencies as they may occur; and to furnish service, in non-emergency situations as soon as practical, as equipment and personnel are available; and all calls received shall be on a "first call, first served" basis, except that emergency calls will be given priority.
4. The County and Municipality/Contractor are tasked to mutually agree to the necessary compensation requested and identified in section 7 below, which shall be paid by the County for ambulance service.

5. The Town/Contractor shall procure and maintain at all times during the term of this Agreement adequate insurance coverage for all operations, facilities, equipment and personnel of the Emergency Services Department/Ambulance Department in a form recommended by the County of Aroostook's insurance provider. The Town/Contractor shall, upon request, furnish to the County of Aroostook the appropriate documentation showing that such coverage is in effect with a provision for at least a thirty (30) days advance notice of cancellation to the County of Aroostook.
6. If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.
7. The County is requesting bids for the nine (9) month period of April 01, 2023 to December 31, 2023 for the following Townships.

<u>TOWNSHIP</u>	<u>BID PRICE</u>
CARY TOWNSHIP	<u>17,767⁰⁰</u>
ST. CROIX TOWNSHIP	<u>1,500⁰⁰</u>
WEBBER TOWNSHIP	<u>1,500⁰⁰</u>
DUDLEY TOWNSHIP	<u>1,150⁰⁰</u>
FORKSTOWN TOWNSHIP	<u>750⁰⁰</u>
TCR2	<u>1,500⁰⁰</u>
T3R8	<u>1,500⁰⁰</u>
TAR2	<u>750⁰⁰</u>
TOTAL BID PRICE	<u><u>26,767.00</u></u>

Signed: Abbeir D Matthews

By: Director SA & MS

Municipality: Southern Aroostook EMS

Address: 45 Access Rd
Houlton, Maine 04730

Phone Number: 207-581-5201 (office)
207-723-1189 (cell)

All bids must be sealed and marked **“AMBULANCE SERVICE BIDS (CARY & 7 OTHERS) – DO NOT OPEN”**, and must be received at the office of the County Commissioners no later than 12:30 P.M., on Friday, March 10, 2023, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids

County of Aroostook

COMMISSIONERS' OFFICE

Art 15-2

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

PAUL G. BERNIER



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

NORMAN L. FOURNIER
WALLAGRASS

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

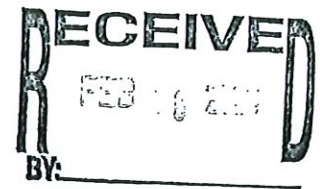
DATE: March 09, 2023
TO: Ryan D. Pelletier, County Administrator
FROM: Paul Bernier, Community Services Director
RE: Fire Protection Services for Cary Township

Attached is the proposed Contractual Services Agreement from the **Town of Houlton** for Fire Protection services in Cary Township.

This agreement is for the one (1) year period of January 01, 2023 through December 31, 2023.

- **Cary Twp. (Fire Protection \$14,504.00)** This proposal represents a **13.5% increase** over the previous years' agreement (\$12,773.00). UT funds budgeted for this agreement is \$13,563.00.

Based on the above information, it is my recommendation that the agreement be reviewed, approved and signed by the County Administrator.



TOWN OF CARY

**TOWN OF HOULTON
CONTRACTUAL SERVICES AGREEMENT**

WITNESS, this Agreement by and between the Town of Houlton, a municipal corporation of Water Street, Houlton, Maine (hereinafter "Houlton") and the undersigned other municipality (hereinafter "Municipality") this 1st day of January 2023.

WHEREAS, Houlton has available certain municipal services which the Municipality wishes to purchase; and

WHEREAS, the governing bodies of the contracting parties have authorized this Agreement and the execution and delivery hereof by proper vote at a meeting duly called and held;

NOW, THEREFORE, the parties hereto, in consideration of the mutual promises herein contain and other goods and sufficient considerations, agree as follows:

1. Houlton agrees to provide, to the Municipality, the following service or services which have been checked and initialed by the parties thereto, and the Municipality agrees to pay Houlton therefore, as indicated:

 X **SERVICE:** Houlton shall provide to the Municipality and its inhabitants services of its FIRE DEPARTMENT personnel and equipment when called as available at the time. Number and type of personnel and equipment dispatched shall be at the sole discretion of Houlton. Any additional cost incurred for fighting forest fires shall be the responsibility of the Municipality.

FEE: The Municipality agrees to pay Houlton for this service the sum of **\$14,504** per annum payable by the above due date unless otherwise agreed to in writing signed by both parties.

 X **SERVICE:** Houlton shall provide to the Municipality and its inhabitants services of its AMBULANCE DEPARTMENT personnel and equipment when called as available at the time. Number and type of personnel and equipment shall be at the sole discretion of Houlton.

FEE: The Municipality agrees to pay to Houlton for the service the sum of **\$16,683** per annum payable by the above date unless otherwise agreed to in writing by both parties. In addition, Houlton shall charge inhabitants and users in accordance with the Medicare Part B National Fee Schedule as updated annually and published by NHIC Corporation.

— SERVICE: Houlton shall provide to the Municipality and its inhabitants a septage sewage disposal site. The use of said site under this contract shall be subject to the rules attached hereto, as amended from time to time, even if amended during the term of this Agreement. All septage pumping operators must be licensed by the Municipality, or must be pre-approved by the Municipality and the Town of Houlton.

FEE: The Municipality agrees to pay Houlton for this service the sum of \$0 per annum payable in advance unless otherwise agreed to in writing signed by both parties. In addition to the above charge, the utilization charges set forth in Schedule B shall be paid.

This contract shall become effective on the date the Town of Houlton receives payment in full for all services. Prior to payment in full, the Town of Houlton shall have no obligation hereunder.

2. The term of this Agreement, unless otherwise noted, is from January 1, 2023 THROUGH DECEMBER 31, 2023. **Payment is due 30 days from the date signed by the Town Manager of Houlton.** Either party may cancel this Agreement on thirty (30) days written notice to the other by certified mail, return receipt. Any fees paid but unearned on cancellation shall be refunded within thirty (30) days thereof. Any fees earned but unpaid shall be paid at the time of cancellation.

3. This contract is subject to all federal, state, and county laws, the ordinances of the Town of Houlton, and the regulations hereunder with which the parties agree to abide.

4. The Municipality shall, in all cases, indemnify Houlton and its officers, employees or agents who are a party or are threatened to be made a party to any action, suit or proceeding, whether civil, criminal, administrative, or investigative related to activities under this Agreement, against expenses, including attorney's fees, judgments, fines and amounts paid in settlement actually and reasonable incurred in connection with such action, suit or proceeding to have acted in bad faith or without reasonable cause to believe that their conduct was lawful. The termination of any action, suit or proceeding by judgment, order or conviction adverse to such person or entity, or by settlement, plea nolo contendere or its equivalent, shall not of itself create a presumption that such person or entity acted in bad faith or without reasonable cause to believe that their conduct was lawful.

5. This Agreement is subject to the special terms and conditions, if any, attached hereto and initialed by the parties hereto.

6. The parties hereto and the signatories hereof by execution certify that this Agreement and the execution and delivery thereof have been duly and properly authorized by all necessary and proper authorities.

Witness:

Town of Houlton

Kimberly McOnow

By: Maureen Anderson

Dated: 2/7/2023

Town of Cary

_____ By: _____

Dated: _____

FILED WITH FISCAL ADMINISTRATOR, _____, 2023