



**REQUEST FOR PROPOSAL
STANDARDS OF COVER AND UTILIZATION STUDY
QUESTIONS & RESPONSES**

Q1: Regarding the Fire Department RFP - Can you define "3rd Party Service?"

A: All Fire, EMS, MIH, and Fire prevention services are provided in-house. The only items contracted out under the Fire/EMS Department are for Medical Direction, EMS billing, vehicle accident billing, hazmat mitigation, and vehicle maintenance. The third-party services provided to the city are EMS billing by Emergicon, and vehicle accident / Hazmat billing by Fire Recovery, but this is not a factor to reference in the RFP Study.

Q2: Can the work performed for the study be completed remotely, onsite, or both?

A: Both remotely and onsite, but not solely remote.

Q3: Is there flexibility in the 10 page limit in the project approach section or must the respondents have a maximum of 10 pages combined for project approach regardless if they are writing to all 3 areas??

A: The maximum number of pages is 10, it can be less but cannot be more than the maximum, regardless if you are submitting a proposal for one or all three departments.

Q4: Can sample reports be provided as links within the response, or can they be on a USB drive?

A: Either method, or both, may be provided.

Q5: What is the budget for this project?

A: There are no funds allocated in this year's budget.

Q6: Can you provide a list of 3rd Party Services that are delivered through contracts?

A: See Question 1 for Fire Department 3rd party services. The Police Department utilizes Bexar County for dispatch services; American Traffic Solutions (ATS) for Red Light Camera services; Bexar County Jail; City of San Antonio for Radio services; Dailey Wells for Radio maintenance; Cardinal (Badge) for Report Management System; Tyler/Brazos for Ticket writers; Banis Towing for Towing Services; and Axon/Taser for body worn camera system, fleet vehicle camera system, and Officer assigned TASERs. The Public Works Department has various contracts depending on the workload, such as engineering services, landscaping, heavy road construction, etc.

Q7: Can you provide detail about the level of assessment required for Public Works, referencing 2nd bullet?

A: Based on the amount of infrastructure, is there enough staff employed to maintain it at 40-hours per week. The City will provide an infrastructure list for each section of the Public Works Department.

Q8: In reference to Public Works, bullet point #4) Determine apparatus and staffing patterns, and #5) Evaluate ideal unit utilization - Are you wanting us to provide information regarding how productive each person/crew should be?

A. Yes, evaluate if there are frequent work delays or workloads that take longer than usual to complete because of the availability of machinery, equipment and staff employed to complete the work timely, safely, and efficiently.

QUESTIONS AND RESPONSES: Questions shall be submitted in writing no later than 12:00pm on April 20, 2023. Responses to questions will be issued in writing and posted no later than 5:00pm on April 26, 2023 on the City of Leon Valley website <https://www.leonvalleytexas.gov/rfps>.

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