



Memorandum

To: EMSA Board of Trustees
CC: Frank Gresh, Interim Chief Operating Officer
Lora Conger, Chief Financial Officer
From: Johna Easley, Interim President, and CEO
Date: 09/22/2022
Re: Professional Services Agreement – Best Practice Medicine

Overview – EMSA wishes to enter into an agreement with Best Practice Medicine, for the provision of contract paramedics to support ALS operations in our Western and Eastern Divisions. Organizational purchasing policies, as outlined in EMSA Policy A3, Section E: Professional Services, establishes:

- c. Any purchase of professional services obligating EMSA to an expenditure of over \$50,000.00 shall be purchased under either a formal competitive sealed Request for Proposal (RFP) or competitive Request for Qualifications (RFQ) procedure.
- r. Professional services over \$100,000.00 must be considered by the EMSA Board of Trustees. Unless the service agreement has been requisitioned to maintain or support operational infrastructure previously approved by the Board.

Request - Best Practice Medicine is an existing EMSA vendor and has supplied contract Emergency Medical Technicians (EMTs) to work in EMSA's interfacility program since April of 2022. Through that partnership we have established parameters and processes that would allow for us to seamlessly integrate contract paramedics into our 911 system, once field training has been complete and the providers are system cleared. It is unlikely that a formal RFP/RFQ would produce a vendor with the industry and organizational knowledge BPM already has, and it is highly likely that the time required for a formal RFP/RFQ process would have a negative impact on our ability to increase priority 1 compliance in the western Division in a timely manner. For these reasons, I am asking the EMSA Board of Trustees to waive the requirement to RFP/RFQ the professional service that will be provided by BPM and allow EMSA to enter into a professional service agreement and an associated statement of work for contract paramedic providers.

Additionally, it is anticipated that the initial six-month contract and any extensions necessary will exceed the limit established in the policy referenced above. I am hereby requesting the EMSA Board of Trustees waive the \$100,000 policy limit to allow me to negotiate and execute a contract with Best Practice Medicine that will likely exceed the limits mentioned above.