

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD  
SPECIAL MEETING  
Stillwater Medical Center Honska Conference Center  
1323 W. Sixth Street  
Stillwater, Oklahoma**

**April 14, 2010  
4:30 p.m.**

**Present:** Gary Clark, Rex Horning, Rick Jarvis and Jerry Moeller

**Absent:** Bill Sasser

**Others:** Ryan Oss, Bob Charles, Anita Pere (Stillwater NewsPress) and Susan Taylor

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**CALL MEETING TO ORDER**

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 4:30 p.m. Moeller told Board members that a federal tax identification number had recently been secured for the Trust.

**APPROVAL OF MINUTES OF MARCH 31, 2010 MEETING**

Copies of the minutes of the March 31, 2010 meeting of the WPCATA were distributed and reviewed. Horning moved the Board approve the minutes as submitted. Clark seconded the motion, and Horning, Jarvis, Clark and Moeller voted in favor of the motion.

**REVIEW AND APPROVAL OF CHANGES IN THE REQUEST FOR CREDENTIALS/PROPOSALS**

and

**DECISION TO SEND OUT REQUEST FOR CREDENTIALS/PROPOSALS**

Board members reviewed the latest version of the Request for Credentials/Proposals which had been updated by Steve Athey after the Board's input on March 31<sup>st</sup>. The changes that had been made were reviewed by the Board. A list of suggested changes is attached hereto as Exhibit "A".

After discussion, Clark moved the Board approve the most recent draft of the Request for Proposals with the changes that have been discussed by the WPCATA Board members today, and that the WPCATA Board authorize the Request for Proposals to be sent out. Jarvis seconded the motion, and Moeller, Jarvis, Clark and Horning voted in favor of the motion.

**DECISION ON TIMELINE FOR AWARDING CONTRACT**

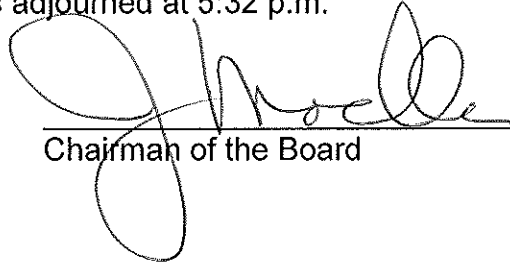
Moeller discussed the timeline, and the fact that we have a tentative date of July 1, 2010 for award notification.

**OTHER BUSINESS**

None.

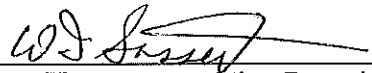
**ADJOURN**

There being no further business, Horning moved the meeting be adjourned. Jarvis seconded the motion, and Moeller, Jarvis, Clark and Horning voted in favor of the motion. The meeting was adjourned at 5:32 p.m.



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Chairman of the Board



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Secretary/Treasurer of the Board

## EXHIBIT "A"

### Changes to Draft RFP

#### Page 12

##### I. Equipment Furnished/Infrastructure Available

- Agree to maintain the ambulances/equipment, etc. **add "in reasonable condition"...**

#### Page 17

##### S. Disaster Assistance and Response

- 2<sup>nd</sup> sentence – In the event a disaster within the area is **add "officially"** declared...

#### Page 18

##### A. Medical Oversight

- Last sentence – The Medical Director is appointed by the Trust **add "and will initially be paid for by Stillwater Medical Center."**

#### Page 20

##### C. Insurance and Indemnity Provisions

- Next to last sentence – Proposers must agree to the **change "indemnity" to "insurance"** provisions detailed in Appendix 2, Insurance Provisions (**remove "and Indemnity"**)

#### Page 24

##### H. Provisions for Termination of Contract

- Second paragraph – **Add "Notwithstanding the foregoing"**, at the sole discretion of WPCATA, **replace "the Trust" with "it"** may determine...

#### Page 25

##### 1. Assignment

- Last sentence of the paragraph – **"change the word approval to consent"** two times in that sentence.

4. Audits and Inspections

Second sentence – *Remove “A” and change the sentence to read **Trust Representatives may ride...***

Page 27

A. Accounts Receivable Management

3<sup>rd</sup> paragraph – *Change “Providers” to “Proposers” must fully...*

B. System Funding and Pricing

2<sup>nd</sup> paragraph – *Change “Providers” to “Proposers”*

Page 32

B. 1 Compliance with the RFP

First sentence – Proposals determined by the selection committee in its sole judgment to be **add “materially”** non-compliant with the RFP...

Second sentence – Compliance means that **add ;, remove “that” before “the proposal was received prior to...”**

Page 34

Scoring Criteria

Change VII Control Center Operations to 150

Change VIII Human Resources to 45

Change IX First Responder Program Support to 45

Change X Fleet and Equipment Issues to 45

Change XII Administrative to 45

Change XIII Billing and Accounts Receivable Program to 45

Change XIV Pricing to 225

Appendix I

You said that you would have 2008 and 2009 data – you only have 2009.  
You might want to put Life EMS on the column so it is better described.

## Appendix 2

Second page – under Paragraph 6 – The paragraph that begins with  
“Such insurance – ***add “All” such insurance...and move the entire paragraph  
out to the left margin – no indention.***

Paragraph 7 – second line – may either ***insure (remove the letter “r”)***