



**TOWN OF STRATFORD  
PURCHASING DEPARTMENT  
STRATFORD, CONNECTICUT**

**Request for Proposal**

RFP No. 2009-023

Issued : March 10, 2009

Subject : EMS Data System

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED PROPOSALS as outlined in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

**A. CLOSING DATE:**

Proposals will be received until 3:00 pm March 24, 2009, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, Room 202, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any proposal may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any proposals received after the date and time specified shall NOT be considered. No bidder may withdraw a proposal within 45 days after the actual opening thereof.

**B. INSTRUCTIONS:**

All proposals must be addressed to the attention of the Purchasing Agent, in a sealed envelope with proposal subject and number on the face thereof. Proposals may be mailed or submitted in person. FAXED PROPOSALS ARE NOT ACCEPTED.

**C. CONDITIONS:**

Proposers must state specifically what equipment they propose to supply, giving manufacturer's name, model number, etc. A detailed description should accompany your proposal. Any exceptions to Town Specifications should be listed in your response.

**Bid Surety:**

No Bid Surety is required.

**Performance Bond**

No Performance Bond is required for this bid.

The following information should also be covered in your bid:

**Payment:** Final payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. NO partial payments will be made. Invoices covering the work specified herein should be forwarded to the Purchasing Department upon completion of the project.

**Delivery:** Please state as accurately as possible how long it will take to complete delivery after receipt of order, if you are the successful bidder.

**Warranty:** All proposals must state the exact nature and duration of any warranty applicable to the equipment you propose to sell to the Town.

**Taxes:** The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

**D. RESERVATIONS:**

The Town of Stratford may consider informal any proposal not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive defects in same proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

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Michael Bonnar, Purchasing Agent

**SPECIFICATIONS:** See next page.

TOWN OF STRATFORD  
RFP #2009-023

EMS DATA SYSTEM  
SPECIFICATIONS

Requirements to implement an electronic EMS Data System that provides the ability to collect, document, store, and use data associated with an EMS event.

The EMS Data System must be set-up as a web-based, hosted application service provider, that includes a mobile data application for laptop, and tablet PCs.

Mobile application must be able to operate to begin patient care reporting process without the need for an internet connection.

The system must function in a Windows XP environment using Internet Explorer web browser.

The EMS Data System must be National EMS Information System – NEMIS – Gold Compliant with the NHTSA Version 2.2.1 EMS Dataset.

The EMS Data System is NEMIS Gold Compliant with the NHTSA Version 2.2.1 Dataset when the following conditions have been met:

1. NHTSA Version 2.2.1 EMS Dataset is used.
2. NHTSA Version 2.2.1 Demographic Dataset is used.
3. NHTSA Version 2.2.1 XML Standard is used.
  - 3.1 Import/Export data between EMS Provider/Hospitals
  - 3.2 Import/Export data between EMS Provider/State of Connecticut

The EMS Data System must meet all of the State of Connecticut EMS electronic patient call report (E-PCR) dataset criteria.

The EMS Data System must import/export data between the EMS Provider and the Billing Agency.

The EMS Data System must be capable of being configured to capture, record, and report upon data elements required by the EMS Provider that may be specific or unique to the EMS Provider.

The EMS Data System Provider must provide documentation of test cases that validate the software or test the software using a series of test cases reflective of the EMS data elements to be implemented by the EMS System.

The EMS Data System Providers must indicate the specific training that is included with their bid, and the number of hours, and method of delivery (e.g., online tutorials, classroom, etc.) Any classroom training must be conducted at the EMS Provider's location.

The EMS Data System must provide the ability for the EMS Provider to develop agency-specific forms such as Statement Forms, Refusal of Service, etc., that operate in both "onsite" and "mobile" platforms.

The EMS Data System Provider shall indicate the reporting functionality of the system, including sample standard reports, and ability to develop, and generate ad-hoc reports.

The EMS Data System Provider shall indicate how security is maintained at the application, and database levels, including the level of encryption during data transmission.

The EMS Data System Provider shall indicate that they have an established, and tested continuity of operations plan, including but not limited to the level, and frequency of data backup/redundancy to ensure availability of EMS Provider's data.

The EMS Data System Provider shall indicate as to the length of time during which application upgrades will be provided at no cost to the EMS Provider, and the cost of any upgrade beyond such period.

The EMS Data System Provider shall describe their customer service levels, and availability, and the cost of same.

The EMS Data System Provider shall provide a description of their systems architecture, including current utilization, response time, and uptime metrics, the underlying database utilized.

Proposals must include at least 3 (three) references of EMS facilities in the State of Connecticut.

All proposals should include initial price, annual maintenance fees, training fees and any other costs.

Please send (1) one Original and (4) four copies of your proposal.

The contract award will be based on the following:

Compliance with the previously stated specifications.

Customer service levels.

System performance levels.

Usability.

References.

Pricing.