

**ALEXANDRIA CITY COUNCIL
SPECIAL CALL MEETING
THURSDAY, DECEMBER 12, 2024
CITY COUNCIL CHAMBERS – 5:00 P.M.**

**PERSONS DESIRING TO ADDRESS THE COUNCIL SHALL
INFORM THE PRESIDENT AT THE APPROPRIATE AGENDA
ITEM.**

A. CALL TO ORDER

B. ROLL CALL

**C. ORDINANCES FOR FINAL ADOPTION SUBJECT TO
PUBLIC HEARING**

- 1) To consider final adoption of an ordinance authorizing the mayor to accept all bids submitted for Electric Utility Right-of-Way Emergency Services.
- 2) To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for petroleum products.
- 3) To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for elevator modernization at City Hall and Customer Service Building.
- 4) To consider final adoption of an ordinance authorizing the mayor to renew the existing contract with SCRD Wood Products, LLC for mixed debris removal and disposal services.
- 5) To consider final adoption of an ordinance to amend and reenact Chapter 13 of the Alexandria Code of Ordinances, Article V. "Ambulance Services", amending Sections 13-54, 13-55 and adding Section 13-56; to authorize the Rapides Parish Ambulance Service Advisory Board and the Rapides Parish Police Jury to select

ambulance services for Rapides Parish and the City of Alexandria for emergency and non-emergency transport and related services; providing for term, renewal and minimum criteria; requiring implementation and periodic meetings of the Rapides Parish Ambulance Service Advisory Board with representation from the city; mandating penalties and termination provisions in any ambulance services contract and the right of the city to withdraw authorization and participation if penalties or termination is not enforced.

- 6) To consider final adoption of an ordinance authorizing the mayor to enter into a contract with Blackout Power, LLC for Qualified Electric Line Worker Services.
- 7) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposals received from Debris Tech and Tetra-Tech for emergency debris removal monitoring services.
- 8) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposals received from Crowder Gulf and Ceres for disaster debris removal, reduction and disposal services.
- 9) To consider final adoption of an ordinance authorizing the mayor to enter into a contract to purchase a 106.66 x 106.66 site, tract or parcel of ground located at Sixth Street and Desoto Street from Steth, LLC and otherwise providing with respect thereto.
- 10) To consider final adoption of an ordinance authorizing the mayor to enter into a professional service agreement for General Utility Regulatory Compliance, System Analysis and Design Professional Services.
- 11) To consider final adoption of an ordinance rezoning properties located at 3031 and 3105 Dawkins Street from SF-2(Single Family District) to B-3 (General Business District) to allow for the

expansion of commercial parking at the site for existing businesses.

12) Adjourn.

To consider final adoption of an ordinance authorizing the mayor to accept all bids submitted for Electric Utility Right-of-Way Emergency Services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: Finance / Purchasing

Date: November 26, 2024

Title: Award Recommendation for Electric Utility Right-Of-Way Emergency Services

Explanation of Proposal:

Additional Information Attached ☒

On Tuesday, November 26, 2024 at 10:00 AM, two (2) bids were received, opened and read aloud for Electric Utility Right-Of-Way Emergency Services for Electric Distribution Department. It is our recommendation that award be made to Solscapes, LLC. at prices bid. This bid price shall remain in effect for a period of twelve (12) months from bid award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number:

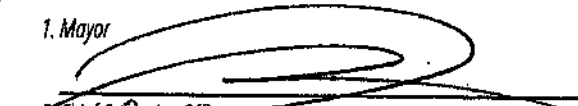
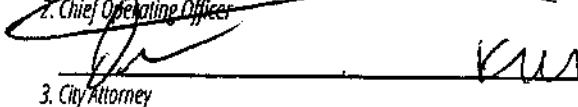
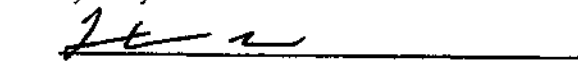
Expense Amount:

Account Line Item:

Remaining Amount:

Authorization:

1. Mayor


2. Chief Operating Officer

3. City Attorney


4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

Bid Name & No.: #2502 - Electric Utility Right-Of-Way Emergency Services
 Bid Opening Date: Tuesday, November 26, 2024, 10:00 AM

Bid Item Description	Looks Great Services of MS, Inc				SOLSCAPES, LLC			
	Estimated Hours	Hourly Rate	Overtime Rate	Extension	Estimated Hours	Hourly Rate	Overtime Rate	Extension
General Foreman	500	\$100.00	\$126.00	\$50,000.00	500	\$49.80	\$74.70	\$24,900.00
Crew Foreman	2,000	\$80.00	\$110.00	\$160,000.00	2,000	\$47.74	\$71.61	\$95,480.00
Trimmer	2,000	\$70.00	\$100.00	\$140,000.00	2,000	\$43.61	\$65.41	\$87,220.00
Groundman	2,000	\$60.00	\$90.00	\$120,000.00	2,000	\$31.22	\$46.83	\$62,440.00
Climber -	500	\$85.00	\$105.00	\$42,500.00	500	\$43.61	\$65.41	\$21,805.00
Bucket Truck, 55 foot aerial lift w/ self-feed chipper for Daily Use - fully equipped as per Bid Specification Item 25.1								
Pickup Truck (General Foreman only)	2,000	\$65.00		\$130,000.00	2,000	\$48.00		\$96,000.00
ROW Mower/Shredder (Fecon or equal)	500	\$20.00		\$10,000.00	500	\$19.50		\$9,750.00
All-Terrain, Dielectric, Extensible, Tree	40	\$125.00		\$5,000.00	40	\$86.75		\$3,470.00
Trimmer (Jarraf or equal)	40	\$55.00		\$2,200.00	40	\$77.55		\$3,102.00
Tractor and Lowboy Trailer for Hauling "Jarraf" or "Fecon" as needed	40	\$200.00		\$8,000.00	40	\$109.00		\$4,360.00
Two (2) Backyard Buggy with bucket (Rubber Tire or Track, minimum 40 foot reach, fully equipped as per Bid Specification Item 25.2; to include truck and appropriate trailer for transit	40	\$170.00		\$6,800.00	40	\$50.00		\$2,000.00
20 Foot Utility Trailer suitable for hauling tree stumps, limbs and debris	40	\$12.00		\$480.00	40	\$5.75		\$230.00
Chipper Truck	2,000	\$30.00		\$60,000.00	2,000	\$20.00		\$40,000.00
TOTAL FOR YEAR ONE:							\$450,757.00	
Year 2 - Hourly Rate Percentage Increase Amount:					3.00%		\$ 464,280.12	
Year 3 - Hourly Rate Percentage Increase Amount:					3.00%		\$ 478,208.52	
TOTAL EVALUATED BID PRICE:							\$1,393,245.64	



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: Finance / Purchasing

Date: September 24, 2024

Title: Requesting a resolution to advertise for Electric Utility Right-Of-Way Emergency Services

Explanation of Proposal:

Additional Information Attached ☒

We request permission to advertise bids for Electric Utility Right-Of-Way Emergency Services for use by the Electric Distribution Department. The successful bidder shall perform this emergency service on an "as needed" basis for a period of twelve (12) months. Bid prices shall remain in effect for a period of twelve (12) months from bid award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number:

Expense Amount:

Account Line Item:

Remaining Amount:

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

PREPARED BY

SEP 27 2024

30

CITY CLERK

ADVERTISEMENT FOR BID

CITY OF ALEXANDRIA, LOUISIANA
UTILITY DIVISION

BID # #2502- ELECTRIC UTILITY RIGHT-OF-WAY EMERGENCY SERVICES

Separate sealed bids for, ELECTRIC UTILITY RIGHT-OF-WAY EMERGENCY SERVICES, will be received by the CITY OF ALEXANDRIA at the CITY COUNCIL MEETING CHAMBERS, ALEXANDRIA CITY HALL, ALEXANDRIA, LOUISIANA, until 10:00 AM CST CDT, TUESDAY, November 26, 2024, and then at said office publically opened and read aloud.

Complete bid packet, bid specifications may be obtained at the City of Alexandria's website, www.cityofalexandria.com under the heading "Business", and drop down to "RFP/RFQ/RFI/BIDS". There is no charge to download bid documents from the City's website.

Pursuant to LA R.S. 38:2212.1 B.(4)(a), vendors have the option to submit their bids electronically. Please find bid related documents and place electronic bids at www.centralbidding.com. For questions regarding the electronic bidding process, please call Central Bidding at 225-810-4814.

Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or emailed to the attention of Joann Swain, City of Alexandria Purchasing Department, PO Box 71, Alexandria, LA 71309-0071; Fax 318-619-3412; email to joann.swain@cityofalex.com; and must be received by 4:00 PM, Thursday, November 14, 2024.

Address for Postal Delivery:

City of Alexandria
Donna Jones, City Clerk
PO Box 71
Alexandria, LA 71309-0071

Address for Courier or Overnight Delivery:

City of Alexandria
Donna Jones, City Clerk
915 Third Street, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com

Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, October 18, 2024
Friday, October 25, 2024
Friday, November 1, 2024

RESOLUTION NO. 0596-2024

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
ELECTRIC UTILITY RIGHT-OF -WAY EMERGENCY SERVICES.**

BE IT RESOLVED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for Electric Utility Right-Of-Way Emergency Services.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on November 26, 2024.

PASSED AND ADOPTED at Alexandria, Louisiana, this 15th day of October 2024.

/s/ Donna P. Jones, MMC
City Clerk

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ELECTRIC UTILITY RIGHT-OF-WAY EMERGENCY SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for Electric Utility Right-of-Way Emergency Services.

SECTION II: BE IT FURTHER ORDAINED, etc. that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2024/2025 budget and to each and every other act or deed needed or necessary to consummate said transaction.

SECTION III: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION IV: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION V: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024

NOTICE PUBLISHED on the 29th day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of December, 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for petroleum products.



AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.

Division/Department: **FINANCE/PURCHASING**

Date: **November 27, 2024**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID FOR PETROLEUM PRODUCTS FOR VARIOUS CITY DEPARTMENTS**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest bid for Petroleum Products for various departments. On Tuesday, November 25, 2024, three (3) bids were opened and read aloud. It is our recommendation that award be made to Lott Oil Company at prices bid. Bid prices shall remain in effect for a period of twelve (12) months from bid award date. Please see attached.

Budget:

☐

Neutral

☒

Within Existing

☐

Requires Amendment

Account Number: Various

Expense Amount: N/A

Account Line Item: N/A

Remaining Amount: N/A

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

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Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

NOV 28 2024

CITY OF ALEXANDRIA

12

1992 RELEASE
 Under President J. Edgar Hoover, the FBI conducted extensive investigations of the activities of the Communist Party, USA, and its affiliates, including the CP in the United States and abroad. The CP was considered a threat to the national security and the integrity of the United States government. The FBI's efforts to combat the CP were part of a broader strategy to protect the country from subversion and espionage.

City of Alexandria - Purchasing Department
P.O. Box 71, Alexandria, LA 71309-0071
Ph: 318-441-6180 Fax: 318-441-6185

[illegible]

[illegible]

[illegible]



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: **FINANCE/PURCHASING**

Date: **September 26, 2024**

Title: **RESOLUTION AUTHORIZING PERMISSION TO ADVERTISE FOR PETROLEUM PRODUCTS FOR USE BY VARIOUS CITY DEPARTMENTS**

Explanation of Proposal:

Additional Information Attached ☒

We request permission to advertise for Petroleum Products for use by various City departments. This bid will remain in effect for a period of twelve (12) months from bid award date.

Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or emailed to the attention of Casey Barnes, City of Alexandria Purchasing Department, PO Box 71, Alexandria LA 71309-0071; Fax 318-441-6185; or emailed to casey.barnes@cityofalex.com; and must be received by close of business on Thursday, November 07, 2024.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: Various

Expense Amount: N/A

Account Line Item: N/A

Remaining Amount: N/A

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

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Review:

Content

☐

Information: Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

OCT 8 2024

2024 OCT 8 11:11

ADVERTISEMENT FOR BID

CITY OF ALEXANDRIA, LOUISIANA PURCHASING DEPARTMENT

BID # 2503— PETROLEUM PRODUCTS

Separate sealed bids for Petroleum Products will be received by the CITY OF ALEXANDRIA at the CITY COUNCIL MEETING CHAMBERS, ALEXANDRIA CITY HALL, ALEXANDRIA, LOUISIANA, until 10:00 AM CST CDT, TUESDAY, November 26, 2024 and then at said office publically opened and read aloud.

Complete bid packet, bid specifications may be obtained at the City of Alexandria's website, www.cityofalexandria.com under the heading "Business", and drop down to "RFP/RFQ/RFI/BIDS". There is no charge to download bid documents from the City's website.

Pursuant to LA R.S. 38:2212.1 B.(4)(a), vendors have the option to submit their bids electronically. Please find bid related documents and place electronic bids at www.centralbidding.com . For questions regarding the electronic bidding process, please call Central Bidding at 225-810-4814.

Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or emailed to the attention of Casey Barnes, City of Alexandria Purchasing Department, PO Box 71, Alexandria, LA 71309-0071; Fax 318-441-6185; email to casey.barnes@cityofalex.com; and must be received by 4:00 PM, Thursday, November 07, 2024.

Address for Postal Delivery:

City of Alexandria
Donna Jones, City Clerk
PO Box 71
Alexandria, LA 71309-0071

Address for Courier or Overnight Delivery:

City of Alexandria
Donna Jones, City Clerk
915 Third Street, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com

Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, October 18, 2024
Friday, October 25, 2024
Friday, November 01, 2024

RESOLUTION NO. 0597-2024

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
PETROLEUM PRODUCTS.**

BE IT RESOLVED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for petroleum products.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on November 26, 2024.

PASSED AND ADOPTED at Alexandria, Louisiana, this 15th day of October 2024.

/s/ Donna P. Jones, MMC
City Clerk

ORDINANCE NO.

**AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE
LOW BID SUBMITTED FOR PETROLEUM PRODUCTS AND OTHER
MATTERS WITH RESPECT THERETO.**

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for petroleum products.

SECTION II: BE IT FURTHER ORDAINED, etc. that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2024/2025 budget and to each and every other act or deed needed or necessary to consummate said transaction.

SECTION III: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION IV: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION V: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024

NOTICE PUBLISHED on the 29th day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of December, 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for elevator modernization at City Hall and Customer Service Building.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: Public Works / Maint. of Public Bldgs.

Date: 12-02-2024

Title: Final Adoption for Elevator Modernization at the City Hall and customer Service Building

Explanation of Proposal:

Additional Information Attached ☐

After review and evaluation of the bids received, we hereby recommend award of the Contract for the Base Bid to Integrity Elevator Solution, LLC of Buna, TX, the Low Bidder in the amount of \$429,397.76

Budget:

☐

Neutral

☐

Within
Existing

☐

Requires
Amendment

Account Number: 300-052401-70700

Expense Amount: \$429,397.76

Account Line Item: \$600,000.00

Remaining Amount: \$170,602.24

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

DEC 02 2024

CITY OF ALEXANDRIA

BID TABULATION

CITY OF ALEXANDRIA

ELEVATOR MODERNIZATION

AT

CITY HALL &

CUSTOMER SERVICE BUILDING

PAE JOB NO. 12981

BID OPENING

TUESDAY, NOVEMBER 26, 2024 @ 10:00 a.m.

CONTRACTOR		BASE BID
1.	Integrity Elevator Solutions, LLC	\$429,397.76
2.	KONE, Inc.	\$625,000.00

Engineer's Estimate of Construction: \$600,000



Thomas C. David, Jr.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: PUBLIC WPKS/MAINT. OF PUBLIC BLDGS. **Date:** 10-02-2024

Title: Resolution Authorizing Advertisement of Bids for the Elevator Modernization at City Hall and Customer Service Building

Explanation of Proposal:

Additional Information Attached ☐

- * Bidding Documents have been completed and ready for the Advertisement for bids.
- * The City council is requested to authorize the Advertisement of Bids for this project.
- * Engineer's Cost Estimate is \$550,000.00
- * This Project includes the modernization of one (1) hydraulic elevator at the Customer Service Building and one (1) traction elevator at City Hall.

Budget:

☐

Neutral

☐

Within
Existing

☐

Requires
Amendment

Account Number: 300-052401-707000

Expense Amount: \$550,000.00

Account Line Item: \$838,552.00

Remaining Amount: \$288,552.00

Authorization:

4. Finance Director

1. Mayor

5. Division Director

2. Chief Operating Officer

6. Department Head

3. City Attorney

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

OCT 08 2024

CITY CLERK

SECTION 00100

ADVERTISEMENT FOR BIDS

CITY OF ALEXANDRIA, LOUISIANA

ELEVATOR MODERNIZATION
AT
CITY HALL &
CUSTOMER SERVICE BUILDING

Separate sealed bids for the ELEVATOR MODERNIZATION AT CITY HALL & CUSTOMER SERVICE BUILDING Project will be received by the City of Alexandria, Louisiana by the City Clerk, at the City Council Office, City Hall, 915 Third Street, Alexandria, Louisiana, 71301 until 10:00 a.m. (Central Time) on Tuesday, November 26, 2024 and then at said office publicly opened and read aloud. Any bid received after the specified time and date will not be considered.

The Instructions to Bidders, Bid Form, Agreement Between Owner and Contractor, Forms of Bid Bond, Performance and Payment Bonds, Drawings and Specifications, and other Contract Documents may be examined at the following location:

PAN AMERICAN ENGINEERS, LLC
(Design Professional)
1717 JACKSON STREET (71301)
P. O. BOX 8599 (71306)
ALEXANDRIA, LOUISIANA
(318) 473-2100

The work is generally described as follows:

All work related to the project entitled "Elevator Modernization at City Hall and Customer Service Building". The modernization includes one (1) geared traction elevator at City Hall located at 915 3rd Street and one (1) hydraulic elevator at the Customer Service Building located at 625 Murray Street in Alexandria, Louisiana.

Copies of the bidding documents shall be obtained from the office of Pan American Engineers, LLC upon deposit of \$150.00 for each set of documents; or from the electronic bid submittal option as noted in the Advertisement. The deposit on the first set of documents furnished to bonafide prime bidders will be fully refunded upon return of the documents, in good condition, no later than ten (10) days after receipt of bids. On other sets of documents furnished to bidders, the deposit less actual cost of reproduction will be refunded upon return of the documents, in good condition, no later than ten (10) days after receipt of bids.

Pursuant to Louisiana Revised Statute (L.R.S.) 38:2212.E.(1), Bidders have the option to secure bidding documents and submit bids electronically. Bidding documents may be secured from Central Bidding. Electronic bids for this project may be submitted through Central Bidding. The Central Bidding web address is www.CentralBidding.com. To register, or for assistance with completing an e-bid, contact Central Bidding at 225-810-4814 or 866-570-9620.

A Non-Mandatory Pre-Bid Conference will be held at 10:00 a.m. on Wednesday, November 13, 2024 at the City of Alexandria Customer Service Building, 2nd Floor Conference Room, 625 Murray Street, Alexandria, LA 71301.

The OWNER reserves the right to reject any or all bids for just cause. Such actions will be in accordance with Title 38 of the L.R.S.

In accordance with L.R.S. 38:2212.B.(1), the provisions and requirements stated in the Bidding Documents shall not be considered as informalities and shall not be waived.

Each Bidder must deposit with the bid, security in the amount of at least five percent (5%) of the total bid price, as described in the Instructions to Bidders. Bid bonds shall be written by a surety or insurance company meeting the requirements noted in L.R.S. 38:2218.

The successful Bidder shall be required to furnish a Performance Bond and Payment Bond, in an amount equal to 100% of the Contract amount, written by a surety or insurance company meeting the requirements noted in L.R.S. 38:2219 A.(1)(a), (b) and (c), or for Federally funded projects, must be listed as acceptable on the U.S. Department of Treasury Circular 570.

City of Alexandria is an equal opportunity employer.

City of Alexandria encourages all small and minority-owned firms and women's business enterprises to apply.

Any person with disabilities required special accommodations must contact the City of Alexandria no later than seven (7) days prior to bid opening.

City of Alexandria
P. O. Box 71
Alexandria, Louisiana 71309
Jacques M. Roy, Mayor

PLEASE PUBLISH THREE (3) TIMES:
FRIDAY, OCTOBER 18, 2024
FRIDAY, OCTOBER 25, 2024
FRIDAY, NOVEMBER 1, 2024

RESOLUTION NO. 0598-2024

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE
ELEVATOR MODERNIZATION AT CITY HALL AND CUSTOMER
SERVICE BUILDING.**

BE IT RESOLVED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for elevator modernization at City Hall and Customer Service Building.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on November 26, 2024.

PASSED AND ADOPTED at Alexandria, Louisiana, this 15th day of October 2024.

/s/ Donna P. Jones, MMC
City Clerk

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ELEVATOR MODERNIZATION AT CITY HALL AND CUSTOMER SERVICE BUILDING AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for Elevator Modernization at City Hall and Customer Service Building.

SECTION II: BE IT FURTHER ORDAINED, etc. that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2024/2025 budget and to each and every other act or deed needed or necessary to consummate said transaction.

SECTION III: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION IV: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION V: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024

NOTICE PUBLISHED on the 29th day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of December, 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to renew the existing contract with SCRD Wood Products, LLC for mixed debris removal and disposal services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: **FINANCE/PURCHASING**

Date: **November 08, 2024**

Title: **ORDINANCE AUTHORIZING THE FIRST RENEWAL FOR MIXED DEBRIS REMOVAL & DISPOSAL SERVICES**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to renew the existing contract with SCRD Wood Products, LLC at rates as proposed for Mixed Debris Removal & Disposal Services. The original contract was originally awarded on Ordinance 186-2023.

Please see attached.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: NA

Expense Amount: NA

Account Line Item: NA

Remaining Amount: NA

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information: Sufficient

☐

Insufficient

☐

Remarks:

Mixed Debris Removal RFP #1796P

Bid Tabulation

Bidder#1 SCRD Wood Products LLC	Year1	\$10.00/Cubic Yard
	Year 2	\$9.00/Cubic Yard
	Year 3	\$8.50/Cubic Yard

All other bidders, CERES Environmental, Dynamic Group, and TFR Enterprises were deemed non responsive because their quotes did not include final disposal tipping fees causing their price to be non-competitive and unpredictable.

Recommendation

Award to SCRD Wood Products LLC

ORDINANCE NO. 186-2023

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM SCRD WOOD PRODUCTS, LLC FOR MIXED DEBRIS REMOVAL AND DISPOSAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the lowest proposal received from SCRD Wood-Products, LLC for mixed debris removal and disposal services.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 28th day of November, 2023.

NOTICE PUBLISHED on the 1st day of December, 2023.

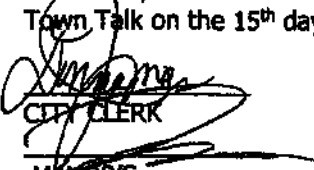
THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS: Fowler, Perry, Johnson, Rubin, Felter, Washington, Villard.

NAYS: None

ABSENT: None

AND THE ORDINANCE was declared adopted on this the 12th day of December, 2023 and final publication was made in the Alexandria Daily Town Talk on the 15th day of December, 2023.


CITY CLERK

PRESIDENT


MAYOR'S

APPROVAL/DATE

1 DELIVERED DEC 13 2023

2 RECEIVED DEC 14 2023

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE EXISTING CONTRACT WITH SCRD WOOD PRODUCTS, LLC FOR MIXED DEBRIS REMOVAL AND DISPOSAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to renew the existing contract with SCRD Wood Products, LLC for mixed debris removal and disposal services.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024.

NOTICE PUBLISHED on the 29th day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of December, 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance to amend and reenact Chapter 13 of the Alexandria Code of Ordinances, Article V. "Ambulance Services", amending Sections 13-54, 13-55 and adding Section 13-56; to authorize the Rapides Parish Ambulance Service Advisory Board and the Rapides Parish Police Jury to select ambulance services for Rapides Parish and the City of Alexandria for emergency and non-emergency transport and related services; providing for term, renewal and minimum criteria; requiring implementation and periodic meetings of the Rapides Parish Ambulance Service Advisory Board with representation from the city; mandating penalties and termination provisions in any ambulance services contract and the right of the city to withdraw authorization and participation if penalties or termination is not enforced.



This fact sheet is the basis for a decision by the City Council. Please insure that the information is clear, concise and current.

AGENDA ITEM FACT SHEET

Date: 11-19-24

TITLE: AN ORDINANCE TO AMEND AND REENACT CHAPTER 13 OF THE ALEXANDRIA CODE OF ORDINANCES, ARTICLE V. "AMBULANCE SERVICES", AMENDING SECTIONS 13-54, 13-55 AND ADDING SECTION 13-56; TO AUTHORIZE THE RAPIDES PARISH AMBULANCE SERVICE ADVISORY BOARD AND THE RAPIDES PARISH POLICE JURY TO SELECT AMBULANCE SERVICES FOR RAPIDES PARISH AND THE CITY OF ALEXANDRIA FOR EMERGENCY AND NON EMERGENCY TRANSPORT AND RELATED SERVICES; PROVIDING FOR TERM, RENEWAL AND MINIMUM CRITERIA; REQUIRING IMPLEMENTATION AND PERIODIC MEETINGS OF THE RAPIDES PARISH AMBULANCE SERVICE ADVISORY BOARD WITH REPRESENTATION FROM THE CITY; MANDATING PENALTIES AND TERMINATION PROVISIONS IN ANY AMBULANCE SERVICES CONTRACT AND THE RIGHT OF THE CITY TO WITHDRAW AUTHORIZATION AND PARTICIPATION IF PENALTIES OR TERMINATION IS NOT ENFORCED.

EXPLANATION OF PROPOSAL

In compliance with R.S. 33:479.1, for over twenty years the Parish of Rapides has had a contract in place to provide both emergency and non-emergency ambulance transport to a sole provider, whereas all municipalities of Rapides Parish authorized the Parish to contract for ambulance services to provide a sole provider system for ambulance services; the current ambulance contract is expiring and the Police Jury of Rapides Parish created an Ambulance Advisory Committee to review necessary parish ordinance amendments and a new request for proposal for ambulance services, said committee composed of volunteer members from the area hospitals, the health care provider system, fire chiefs, police chiefs, the municipalities, and the 911 system, and said committee has been holding public meetings for six months, including input from ambulance service providers interested in submitting a proposal. (Continued on page 2)

COST/BUDGET DATE

ACCOUNT NUMBER
AMOUNT IN LINE ITEM
AMOUNT OF EXPENSE
AMOUNT REMAINING

TIME DEADLINE:

COUNCIL DISTRICT -

APPROVED BY:

1. Mayor

5. Chief Operating Officer

2. Division Director

6. Department Head

3. City Attorney

4. Director of Finance

Review by: Form _____ Content _____
Council Staff

Information is:
Sufficient _____ Insufficient _____

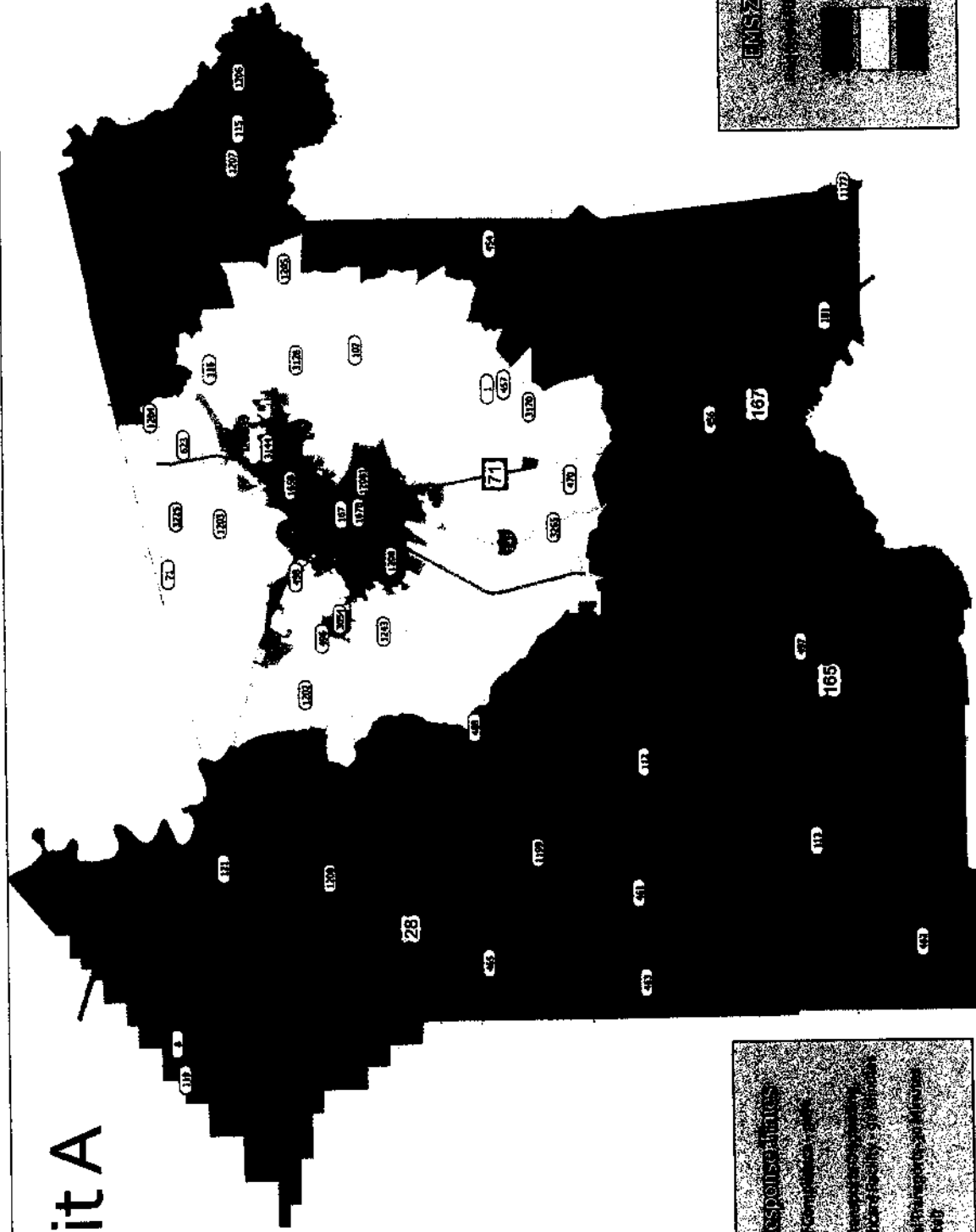
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NOV 19 2024

CITY COUNCIL

The majority of the ambulance service providers who testified before the Ambulance Advisory Committee specifically requested a sole provider system for both emergency and non-emergency ambulance transport, due to financial and logistic considerations. The Ambulance Advisory Committee after careful consideration and input from citizens, healthcare officials, and the ambulance providers attending the committee meetings, has voted unanimously to recommend continuing with a sole provider for emergency and non-emergency ambulance transport in Rapides Parish. Upon the recommendation of the Ambulance Advisory Committee, the Rapides Parish Police Jury is considering adoption of a new set of parish ordinances providing for a sole provider for emergency and non-emergency ambulance transport within the Parish of Rapides, as well as a zone map for response times within the parish and penalty and contract termination provisions. The proposed parish ordinance will provide for the creation of the Ambulance Service Advisory Board made up of representatives of stakeholders, including a city appointment (Fire Chief) to monitor contract compliance, response times and consider public complaints.

Exhibit A



Non-EMS Response Times
 Reported Rate of Completion - 90%

1. Non-emergency Transport/Response at Hospital/Health Care Facility - 30 minutes
2. Emergency Hospital/Health Care Facility (Hospital to Hospital)

EMS Zones 9 and 10
 Reported Rate of Completion - 90%

Zone	Response Time
Zone 9 - 10 minutes or less	90%
Zone 10 - 10 minutes or less	90%
Zone 9 - 20 minutes or less	90%

EMS Response Time

Rapides Parish
Request for Proposals (RFP) No. _____
for Emergency and Nonemergency Ambulance Service

Compliance with
the Rapides Parish Code of Ordinances
Chapter 4 ½ AMBULANCES SERVICES
is hereby made a part of this RFP as is specifically set forth herein

I. Introduction

The Rapides Parish Ambulance Advisory Committee (AAC) hereby requests submission of proposals for the provision of emergency and nonemergency ambulance service on a sole provider basis.

II. General Provisions

A. Rights of the AAC in this RFP Process. In addition to all other rights under Louisiana law, AAC specifically reserves unto itself these rights:

1. The right to score and rank proposals and negotiate with the entity submitting the highest scoring, highest ranking proposal or, with cause, to negotiate with any other entity submitting a proposal.
2. The right to negotiate with one Proposer with no obligation to other Proposers.
3. The right to select the proposal that AAC believes will best serve the Parish.
4. The right to reject any or all Proposals.
5. AAC reserves the right to cancel the entire Request for Proposal.
6. The right to remedy or waive technical or immaterial errors in the Request for Proposals or in proposals submitted.
7. The right to visit locales where a Proposer or Proposers already operate(s) and/or require oral presentations of any or all Proposers.
8. The right to select a Proposer to perform the required services, on the basis of the original proposals without negotiation.

Further, the ACC and the Rapides Parish Police Jury (RPPJ) stipulates (a) all costs of preparing proposals are borne solely by Proposers and (b) the RPPJ will not pay the successful Proposer a subsidy or any other form of financial support similar to a subsidy derived from local tax dollars.

B. Mandatory Pre-bid Conference. Any entity desiring to compete must be represented at a pre-submission conference at _____ at the

Draft: 11/13/2024

Printed: 11/13/2024 5:34 p.m.

Rapides Parish Police Jury office at 701 Murray Street, Suite 201, Alexandria, LA 71301. Failure to have a representative in attendance will fully disqualify an entity from submitting a Proposal. Conferences will be conducted by the AAC.

- C. **Proposer must identify itself fully.** If the bidder is a subsidiary, the bidder must identify the parent company. The individual who signs the proposal must state that his/her organization has duly authorized him/her to bind the vendor to commitments in the proposal.
- D. **Acceptance of Provisions of the RFP / Exceptions Taken.** The Proposer's duly-authorized signer must indicate either (a) the entity he / she represents accepts all provisions of the RFP without exception or caveat, or (b) the entity takes exception to specified provisions. Failure to specify (b) in the previous sentence may lead AAC to declare any such term non-negotiable. Taking exception to provisions of this RFP will not disqualify the entity from competing but may result in a lower score.
- E. **Physical Specifications of Proposal.** Proposals will be due at the RPPJ office, 701 Murray Street, Suite 201, Alexandria, LA 71301 by _____ on _____. Proposals may be no more than fifty (50) 8 1/2 x 11 pages, double-sided (that is, a maximum of one hundred (100) pages long), including cover letter, table of contents, section separators and attachments. Except for attachments, proposals must be single spaced with one inch margins top, bottom and right, and one-and-a-quarter inches left, using size twelve (12) or larger Arial font. Proposers are encouraged to submit summaries of standard operating procedures, policies, protocols and other documents which may, if provided in full, consume large portions of the pages allowed.

Proposals are limited to printed paper as specified in the previous two sentences. That is, no CD-ROMs, videotape or audiotape recordings, e-mail or other media will be accepted as part of any proposal. Proposers must turn in the original proposal with original signatures in ink, plus seventeen (17) copies. Each copy of the proposal, with cover letter, table of contents, section separators and attachments, must be contained in full in a single one-inch-thick three-ring binder. Each binder as well as the container for the original and copies must clearly display the words, "Response to Rapides Parish Ambulance Advisory Committee RFP for Emergency and Nonemergency Ambulance Service" and the name of the entity submitting the proposal.

Failure to meet the deadline or to submit a proposal complying with the physical specifications given will disqualify a vendor from consideration.

- F. **Clarifications.** Any vendor who attends the pre-submission conference may ask for clarification of this RFP in writing, but such written requests are all due at the Rapides Parish Police Jury office, 701 Murray Street, Ste 201, Alexandria, La

71301 by _____. AAC will answer all questions from all such vendors by _____, in writing. AAC will make the answers available to all vendors at the same time.

G. Scoring of proposals. AAC has devised a scoring procedure in which 180 points is the maximum any proposal can be awarded. The allocation of those points is noted in each section and sub-section of this document. The scoring criteria are:

- a. Appropriateness of the proposed services or practices in meeting the requirements of providing ambulance service to Rapides Parish within the zones set out in the Rapides Parish Response Time Zone Map (Exhibit A).
- b. Extent to which the proposal, when enacted, would enhance the overall ambulance system parish-wide;
- c. The expected effectiveness of the proposed methods;
- d. Degree to which the approach embodies sound management practices;
- e. Degree to which the approach appears based on reliable information;
- f. Acceptability of fees, provisions for hardship cases and focus on cost control.

H. Scoring Body and Decision-Making Process. The AAC will score all proposals that meet the requirements herein. The RFP specifies the maximum number of points for each section. The AAC will follow that scoring plan.

The AAC may require oral presentations from Proposers. In assigning points to each section of the written proposals, members of the AAC may take into account their findings from oral presentations. The AAC may establish appropriate requirements Proposers must follow during oral presentations. Prior to oral presentations (if held), the AAC will send each Proposer a list of questions about its Proposal. At its oral presentation, each Proposer must be prepared to answer those questions. Material presented and submitted must be limited specifically to the questions the AAC has raised. At no time other than oral presentations before the AAC may a Proposer submit additional written material to supplement the Proposal. Thus, no Proposer may materially change its original Proposal in mid-stream.

The AAC will report to the full RPPJ members scores of each Proposal, for every section, as well as a composite score for each Proposal from adding all committee members scores together. If a majority of the full RPPJ rejects the Ambulance Advisory Committees report, then the full AAC will re-examine the scores and select a Proposal or reject all proposals.

Once the RPPJ has accepted the Ambulance Advisory Committees report, then RPPJ shall vote to select a sole provider of all emergency and nonemergency ambulance service.

- I. **Prohibitions:** To help ensure an RFP process that is fair, open, efficient and orderly, leading to selection of a winner based on merit, AAC mandates the following:

From the date this RFP document is released and until the RPPJ announces the Proposer/Provider with which they will negotiate a contract, employees, agents and representatives of any entity developing or submitting a proposal may not contribute directly or indirectly through a third party, anything of value whatsoever, to voting members of or staff support person(s) for the Ambulance Advisory Committee and the Police Jury or any municipal governing body.

From the day this RFP is issued to the day the contract is awarded; no Proposer may approach managerial or non-managerial, direct patient care personnel or their patients in hospitals, nursing homes or other medical facilities in the Parish to promote its candidacy for the contract or to solicit support for the Proposer.

- J. **High Performance Required.** AAC and the RPPJ will hold the successful Proposer to stringent performance requirements. The contract will heavily emphasize contractor results and accountability. Financial penalty for failure to deliver on commitments will be defined. Therefore, this is not an enterprise in which level of effort will suffice; only performance meeting or surpassing requirements will be accepted. By turning in a proposal, a vendor accepts this provision and commits to perform as required.
- K. **Calendar for Naming Winner, Negotiating Contract and Inaugurating Service.** By _____, AAC will announce its recommendation of the Proposer to the RPPJ. It is the goal to consummate a contract with a Proposer/Provider by _____, and to have all provisions of the contract implemented no later than _____.

III. Topics that Must Be Addressed in Each Bidder's Proposal

Each Proposer is required to address the following topics, in the order given below. The table of contents and text must closely follow the order of these sections, identified as letters A through O, including sub-points of each. Responses to each section must be succinct.

- A. **Service Offered to Rapides Parish and any municipalities within Rapides Parish. (5 points)**

Proposer shall identify the services offered to the Parish by providing a checklist as follows:

1. ☐ Basic life support emergency and nonemergency ambulance service
2. ☐ Advanced life support emergency and nonemergency ambulance service
3. ☐ Specialty care ambulance service in which the Proposer supplies specialized vehicle(s), specialty equipment, and specialty personnel
4. ☐ Coordination with non-transport first response agencies
5. ☐ NIMS complaint disaster planning and response
6. ☐ Public education and public information
7. ☐ Air Medical Transport Coordination
8. ☐ Other

B. Compliance. (5 points)

Explain how you will comply with all applicable laws, standards, regulations, including but not limited to the following.

1. State of Louisiana laws.
2. Rules of the State of Louisiana Department of Health and Hospitals.
3. Ordinances, rules and policies of Rapides Parish.
4. HIPAA. The Proposer shall submit copies of policies and procedures to ensure that it will adequately safeguard any protected health information it receives or creates. Policies and procedures must be consistent with the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA). Proposal must include a copy of Proposer's standard Business Associate Agreement.
5. Federal anti-kickback compliance. The Proposer shall submit documents to describe its processes to ensure compliance with the federal anti-kickback statute that applies to any party who solicits or receives illegal remuneration in return for patient referrals.

C. Administration / Leadership. (10 points)

This section examines the Proposer's leadership system and leaders' promulgation of values, performance expectations, customers focus, learning, and adaptation.

1. Provide an organizational chart that includes specifying the management positions and where they will be based.
2. Will you have an administrator on-site with the ability to make decisions to deal with issues timely and will attend Ambulance Advisory Committee meetings.
3. Explain how you will provide medical direction for your service and are you willing to provide medical direction for all emergency response agencies in Rapides Parish.
4. Any of the administrator positions not fulfilling their duties will be recommended for removal by the Ambulance Advisory Committee.

D. Strategic Planning, including Data Collection, Analysis & Reporting. (10 points)

1. Describe your process for creating organizational strategy. Identify forms of information the organization uses to support key processes towards the goal of continuous improvement of performance.
2. Describe how performance relative to plan is tracked. Describe how data from all parts of the organization are integrated and analyzed to assess overall organization performance. Describe how principal financial and non-financial measures are integrated and analyzed to monitor and enhance performance clinically, operationally, in human resources and in support services.
3. Enumerate Proposer's regular reports by which AAC can evaluate Proposer's performance.
4. Provide a sample of the report that will be utilized to measure emergency and non-emergency response times.

E. Standard of Care and Continuous Quality Improvement. (20 points)

The term "Standard of Care" means the federal, state and local laws, ordinances, policies, rules and regulations collectively, that govern all clinical and operational aspects of the EMS system, including response time requirements. **In succinct overview or summary form**, the Proposer must describe:

1. Priority dispatch protocols and pre-arrival instructions, with emphasis on implementations that surpass industry-recognized standards
2. Medical protocols for ambulance crews
3. Protocols for selecting destination hospitals in life-threatening incidents as well as in non-life-threatening incidents where the patient expresses no hospital preference
4. Standards governing quantity and reliability of on-board equipment and supply inventories for ambulances
5. Standards for training and certifying medical call-takers and ambulance crew members (including drivers).
6. A *pro forma* System Status Plan demonstrating that Proposer's resources will be deployed so as to meet the System Standard of Care.
7. Linkage with first responder agencies: Describe Proposer's methods for linking successfully with first responder agencies, in planning, operations and on-going enhancement of joint service to the community.
8. Linkage with all healthcare entities: describe proposer's methods for linking successfully with first responder agencies in planning, operations and on-going enhancement of joint service to the community.

9. Mutual aid arrangements: Describe Proposer's approach to securing and maintaining mutual aid pacts with other providers outside the Parish.
10. Continuity of care during periods of high call volume: Describe ability and plans to meet unexpected increases in call demand, both short-term and long-term, without compromising quality of care.
11. Quality assurance and improvement. At a minimum, address the following:

a. Describe Proposer's methods of quality assurance and improvement as related to

- (1) Selection and retention of medical directors with attention to credentials and experience in emergency medicine and in physician oversight of EMS systems.
- (2) How the Proposer will build and maintain accountability to the local healthcare providers.
- (3) How the Proposer integrates quality assurance and improvement into clinical employee training, certification, performance monitoring, remediation and rewards and advancement opportunities
- (4) How the Proposer applies quality assurance and improvement to selecting and maintaining clinically-accepted equipment, including the maintenance of same
- (5) How the Proposer will keep disaster response plans current and test those plans in exercise scenarios with Rapides Parish emergency management officials and appropriate others.
- (6) How quality assurance and improvement is integrated in relations with first responders
- (7) How quality and assurance is integrated with healthcare agencies.
- (8) How quality assurance and improvement in integrated in community education programs

b. Response time performance and reliability:

Describe in detail your plan for providing the lowest response times for the greatest number of people. This includes both emergency and non-emergency. For emergency responses, relate your answers to this question to the response time zone map attached to this RFP and the maximum allowed response times noted thereon. Proposed response times should not be greater than the maximum allowed response times noted on the attached response time zone map. For non-emergency responses and "emergent ambulance calls from a hospital", relate your answers to

Article III, Section 4 (L) & (M) and Exhibit A of the Parish Ambulance Services Ordinance.

F. Human Resources. (5 points)

This section examines Proposer's efforts enabling employees to achieve their full potential, aligned with organizational objectives. Proposer must discuss its work to build and maintain a work environment and work climate conducive to excellent performance, job satisfaction, and personal and organizational growth.

1. Briefly describe Proposer's philosophy and practices for engaging the entire team in creating and maintaining a desirable workplace.
2. The proposal shall commit to providing -- and succinctly describe -- a comprehensive program for recruitment, applicant screening, new hire orientation, supervision and retention. The program shall be designed to attract and select qualified candidates for employment; to orient and prepare new employees thoroughly for functioning in the Rapides Parish EMS system, and to continuously monitor, coach and enhance those employees performance throughout their careers with Proposer.
3. Describe how managers are selected and trained.
4. The Proposer shall describe its continuing education programs for field crews, communication center personnel and appropriate other team members (including study of chemical, biological, radiological and nuclear threats).
5. Describe any program to enlist the citizenry in preventing, preparing for and responding properly to medical and trauma emergencies. Said program must seek continuously to elevate citizens' understanding of, participation in and support for the EMS and ambulance system in the Parish. Include approach to working with mass media.
6. The provider shall describe how the telecommunicators will hold the certification from either the National Academy of Medical Dispatch (NAEMD) or the Association of Public Safety of Communication Officials (APCO EMD).

G. Fleet, Equipment and Supply Maintenance. (10 points)

1. State the minimum number and type of ambulances to be based in Rapides Parish. State that all ambulances and equipment will comply with state law.
2. Describe any specialty care vehicles the Proposer would provide and base in Rapides Parish.
3. Describe the program for maintaining vehicles, equipment and supplies. Specifically address Proposer's management of incidents that prevent an ambulance from responding to or transporting a patient, or failure of a piece of equipment the patient needs. Describe methods to minimize the occurrence of such incidents, including the tracking of such incidents.

4. Provide the qualifications of personnel who will maintain vehicles and equipment and describe the facility for conducting such work. If those personnel and facilities will be located outside Rapides Parish, give the location and describe means to keep in the Parish at all times sufficient volumes of reliable ambulances and reliable patient care equipment.
5. Describe the Proposer's vehicle replacement practices. Address the points at which are units taken out of service and replaced with newer models.
6. Describe the recordkeeping system Proposer will employ in controlling medical supply inventory, so as to assure sufficient quantities for normal as well as exceptionally high levels of demand for service.
7. Describe the system for distributing medical supplies and equipment. Include practices for re-supply of first responder services.
8. Provider will describe how supplies and drugs are furnished for provider, fire department and police department use.
9. Will you provide a biohazard waste disposal service for all first response agencies in Rapides Parish? If so, describe how will you provide such services?

H. Communications. (20 points)

This section covers Proposer's communications apparatus, internally and externally.

1. Will proposer commit to maintaining a single point for receipt of and dispatch for calls (that is, a communication center) based in Rapides Parish.
2. How do you propose to comply with the Ordinances standards for call-taking and dispatch.
3. Describe any automated call-taking and dispatching aids the Proposer would use to help ensure high performance.
4. Discuss radio (fixed, mobile and portable), paging and telephone systems to be used, including those which link to other agencies.
5. Propose and discuss a system that will record radio and telephone conversations involving the communication center. Discuss procedures and uses of such recordings. Proposer shall commit to make such recordings readily available to appropriate RPPJ Officials and AAC, within the bounds of applicable law.
6. Provider will indicate how each vehicle will be equipped with real time automatic vehicle locator (AVL) systems compatible with and able to communicate with the CAD system of the Rapides Parish Communications District.

I. Customer and Market Focus. (20 points)

This section examines how the organization determines requirements, expectations, and preferences of customers and markets. The section also

examines how the organization builds relationships with customers and determines their satisfaction.

1. Complaint and dispute resolution. Proposer shall describe its processes for receiving, responding to and deriving benefit from complaints and grievances from patients / surrogates, health care professionals, the Parish, employees and other customers. Take into account interaction with the AAC as specified in the Parish Ambulance Services Ordinance.
2. Describe other means by which Proposer will monitor customer satisfaction, encourage consumer input and then provide feedback to those who make input, including matters other than complaints and compliments.
3. Describe how the provider will coordinate with the Contract Administrator.

J. Experience, Financial Position and Readiness to Serve the Parish. (20 points)
This section examines the proposing organization's (1) record in key business functions, (2) readiness to serve the ambulance needs of the Parish, including those resulting from disasters, and (3) readiness to contribute to the development and advancement of the Parish. *Succinctly* address the areas below. Lengthy responses may result in a lower score.

1. **EMS Experience.**
 - a. Experience serving ALS ambulance contracts. In table form, list all 9-1-1 advanced life support ambulance contracts held with Parish or County Governments for the last five (5) years. Specify the areas served and include the name, address and phone number of the external contract manager or local regulator.
 - b. Previous ambulance service to Parishes and / or Counties similar to Rapides Parish. Describe experience providing ambulance service to Parishes or Counties similar to Rapides Parish in land area, population and demographics. Specify the area served and the length of time serving that locale. Add name, address and phone number of the local outside authority overseeing Proposer's work.
2. **Financial Position.**
 - a. Provide the last two (2) complete audit reports and a Dun and Bradstreet "Comprehensive Insight Plus Report" for the proposing entity and, if applicable, its parent company.
 - b. Investigations and Resolutions. Describe any and all federal, state or local legal or regulatory investigations, findings, actions or complaints and their respective resolutions for Proposer's sites in the last five (5) years.

3. Recognitions and Distinctions.

- a. Awards. Document one to five national, state or local awards, total, received by your organization or key personnel in the past three (3) years. That is, for the sake of brevity, document no more than five (5) such awards at all levels combined (national, state and local together), not five (5) awards for each level.
- b. Accreditation. Indicate if the Commission on the Accreditation of Ambulance Services has accredited your organization or operations thereof.
- c. Industry Affiliations. Document one to five affiliations, total, that your organization has maintained with national, state or local entities (specifically related to the ambulance industry) for the last five (5) years. That is, for the sake of brevity, document no more than five (5) such affiliations at all levels combined (national, state and local together), not five (5) affiliations for each level. Indicate Proposer's commitment to abide by said entities' codes of ethics.

4. Major Disaster Considerations

- a. Identify a variety of specific disasters in which the Proposer was significantly involved as a responder, in the past fifteen (15) years. Briefly discuss Proposer's role in those incidents.
- b. Specify number of additional front-line ambulance crew and supervisory personnel, plus additional ambulances that the Proposer on its own (that is, without having to rely on mutual aid with other entities) can deliver to the Parish in a major disaster within ninety (90) minutes and within one hundred fifty (150) minutes of the call for such resources.
- c. Discuss back-up communications resources during disasters.
- d. Discuss experience relying on other communication centers when a disaster or other developments have made it difficult for the primary center for a given locale to perform its duties.
- e. Describe back-up resources for vehicle maintenance and equipment maintenance, including additional maintenance personnel, tools and maintenance facilities, which can be relied upon in a disaster or other circumstance that prevents the performance of such functions with the personnel, tools and facility which are the Parish's primary resource for such services.

- f. Identify sources of additional Physician support Proposer can call in the event of a large disaster. Describe Proposer's experience in providing additional Physician support in large disasters.
- g. Discuss Proposer's approach to providing long-term support for the local operation in the Parish, in the event of a protracted disaster in the Parish. Include elements of quality assurance specific to long-term disaster support for the Parish.

K. Proposed Price with Cost Controls. (20 points)

This section examines the Proposer's pricing and ways the Proposer will help control costs associated with the ambulance system, including potential costs to the Parish and Municipalities.

- 1. **Reducing Local Government's Liability.** Commit to reduce liability to the Parish and Municipalities by:
 - a. Maintaining a comprehensive internal compliance program.
 - b. Providing a comprehensive safety and risk management program.
 - c. Indemnifying/holding the Parish harmless. Proposer shall indemnify, defend, save and hold harmless RPPJ, AAC and RPASAB, its members, officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to breach of the agreement by contractor, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of contractor, its subcontractors, suppliers, agents or employees.
 - d. Providing Insurance as Required. Proposer must demonstrate its ability to secure insurance from an insurance provider authorized to do business in Louisiana. Coverage must insure the public from any loss or damages arising to any person or property due to negligent operation of Proposer or its staff. The successful Proposer shall supply certificate of insurance naming the Parish as additional insured. Coverage must provide for recovery in amounts at least equal to those specified in the Parish Ambulance Service Ordinances.
- 2. **Performance Security.** Describe steps to minimize chances Proposer may fail to sustain uninterrupted ambulance service should proposer be selected as the ambulance provider for Rapides Parish. Steps must include:

- a. Proposal Bid Bond. All proposals shall be accompanied by a bid bond in the amount of \$5,000.00 (five thousand dollars) made payable to RPPJ. RPPJ will return bid bonds to unsuccessful Proposers within ten (10) business days after the RPPJ announces a contract winner, unless, upon investigation, it is found that the Proposer has provided false and misleading information about itself. The successful Proposer's bond will be returned on signing the contract. No interest shall be paid on these bonds.
- b. Performance Bond. Proposals must contain a binding commitment that, if chosen as the Rapides Parish ambulance provider, Proposer shall provide RPPJ a Performance Bond of \$1,000,000.00 (One million dollars), payable to RPPJ upon the declaration, with cause, that the vendor is in default or breach. RPPJ will require presentation of the Performance Bond prior to executing the contract. The quality of the surety will be evaluated.

The Proposal Bid Bond is subject to forfeit if the successful Proposer fails to execute the written contract, furnish the required Performance Bond or satisfy all conditions connected with consummating the contract within a reasonable time set by the AAC.

3. **Safety Program.** Describe your safety / risk management program. Include elements related to chemical, biological, radiological or nuclear threat.
 - a. Summarize policies to minimize the risk of disease or injury to employees, patients and all others with whom Proposer's team interacts.
 - b. Briefly describe training, monitoring, corrective action, reinforcement of and reward for behaviors conducive to safety.
 - c. Describe equipment, technologies and vaccinations Proposer would use specifically to enhance safety of employees, patients and others.
 - d. Discuss organization's current studies and / or current field tests on additional safety-focused equipment / technology Proposer may adopt.
 - e. Discuss methods of promoting employee health and wellness.
4. **Fees for Consumers, including Membership**

- a. Provide initial service rates/charges you will request for all services provided to consumers in the Parish.
- b. Project increases in consumer fees over the next four (4) years. Take into account related content in the Parish Ambulance Service Ordinances.
- c. Describe billing practices.
- d. Delineate policies for accommodating hardship cases.
- e. If the Proposer will charge community groups, schools or churches for stand-bys, such as at festivals and football games, or charge for CPR courses or similar public training or for other presentations, specify fees.
- f. Discuss any membership / subscription program Proposer may offer in the Parish. Highlight fees, persons covered in a household and discounts.
- g. Describe what standard contract provider will offer all hospitals in Rapides Parish. Include a description of how the contract will address the following:
 - When the transport is not considered a medical necessity as defined by Center for Medicare and Medicaid Services ("CMS") in 42 CFR Part 410.40 ("Medical Necessity"), and the payer is Medicare or Medicaid.
 - When the request is Pre-authorized, scheduled or requested by FACILITY.
 - When the patient is indigent
 - When the transport is for roundtrip transport of patients covered by FACILITY'S inpatient Medicare DRG, Medicaid DRG, Consolidated Billing or Prospective Payment System guidelines.
 - Emergent transfers-regardless of ability to pay

L. Time required for "Ramp-up" to Full Compliance. (10 points)
Describe your procedure and time allotted for "Ramp-up", if selected.

Proposer must certify that it will be fully compliant with the requirements of the Rapides Ambulance Service Ordinances – Chapter 4 ½ and contract with RPPJ on or before _____. The certification must be in the form of, "Barring unforeseen circumstances outside our control or any extraordinary

Draft: 11/13/2024

Printed: 11/13/2024 5:34 p.m.

provisions negotiated in the contract with the RPPJ, we will be fully compliant with the Rapides Parish Ambulance Service Ordinances – Chapter 4 ½ and contract with the RPPJ on or before _____.

M. Paramedic on Ambulances. (5 points)

Specify exactly how you intend to comply with the requirement that a paramedic be present on every emergency transport.

N. Parish Ordinances. (15 points)

Provide any additional information as to how you plan to operate in full compliance with the Rapides Parish Code of Ordinances, Section 4 ½, Article I through Article VI, which are hereby incorporated herein by reference, in particular Article III, Section 4(A).

O. Provide any additional information which you think will enhance your position in the rating. (5 points)

Scoring Summary for RFP No. _____	
Services offered to Rapides Parish and any municipalities within Rapides Parish	5 points
Compliance	5 points
Administration/Leadership	10 points
Strategic Planning, including Data Collection, Analysis & Reporting	10 points
Standard of Care and Continuous Quality Improvement	20 points
Human Resources	5 points
Fleet, Equipment and Supply Maintenance	10 points
Communications	20 points
Customer and Market Focus	20 points
Experience, Financial Position and Readiness to serve the Parish	20 points
Proposed Price with Cost Controls	20 points
Time required for "Ramp-up" to Full Compliance	10 points
Paramedic on Ambulance	5 points
Parish Ordinances	15 points
Any Additional Information to Enhance your Position in the	5 points

Draft: 11/13/2024
Printed: 11/13/2024 5:34 p.m.

Rating	
Total	180 points

**AN ORDINANCE SUPPLEMENTING, AMENDING AND RE-ENACTING
CHAPTER 4 ½ OF THE COMPILED ORDINANCES OF RAPIDES PARISH,
LOUISIANA RELATIVE TO AMBULANCES AND MEDICAL TRANSPORTATION;
AND FURTHER PROVIDING WITH RESPECT THERETO.**

WHEREAS, the Rapides Parish Police Jury finds it to be in the public interest to make a comprehensive revision of those provisions of the Compiled Ordinances of Rapides Parish, Louisiana governing Ambulance service in the unincorporated areas of Rapides Parish;

NOW, THEREFORE:

BE IT ORDAINED by the Rapides Parish Police Jury in legal and regular session that:

SECTION ONE

The Chapter 4 ½ of The Compiled Ordinances of Rapides Parish, Louisiana relative to Ambulances is hereby revised and re-enacted, in its entirety, to read as follows:

**Chapter 4 ½
AMBULANCE SERVICES**

ARTICLE I. IN GENERAL.

SECTION 1. Name.

This Ordinance shall be known as the Uniform Ambulance Service Ordinance.

SECTION 2. Purpose and Intent.

In order to ensure that quality ambulance service is available to all residents of Rapides Parish, this Ordinance is intended to provide for the License of a sole licensed provider for ambulance service in Rapides Parish, Louisiana, and to provide for the uniform regulation of ambulance service throughout Rapides Parish.

SECTION 3. Findings and Declaration.

The Rapides Parish Police Jury, in accordance with La. R.S. 33:4791.1, does hereby find and declare the following:

- A) Providing consistent, high-quality emergency and non-emergency ambulance services, along with all associated operations carried out by qualified personnel equipped with Advanced Life Support equipment, is crucial for the health, safety and welfare of the citizens of Rapides Parish.
- B) Exclusive access by an ambulance service, for the provision of emergency medical services, to the 911 or other emergency communication dispatcher in

Rapides Parish is essential to maintaining quick response time and consistency of care

- C) It is in the best interest of the citizens of Rapides Parish to License, in accordance with the provisions of this Ordinance, an exclusive Provider of emergency and non-emergency ambulance service in Rapides Parish. Such an exclusive License will best allow the Rapides Parish Police Jury to demand accountability and performance from that Provider with respect to response times, and to guarantee the stability and accessibility of ambulance service in Rapides Parish for a set term.

SECTION 4. Territorial Applicability.

Upon adoption by the Rapides Parish Police Jury, the provisions of this ordinance shall become effective within the unincorporated areas of Rapides Parish.

SECTION 5. Cooperation with Other Local Governing Authorities.

The Rapides Parish Police Jury authorizes its President to enter into such Local Services Agreements and/or Cooperative Endeavor Agreements with the governing authority(s) of any municipality(s) as are necessary and proper to use the Rapides Parish Police Jury (RPPJ) and the Rapides Parish Police Jury Ambulance Service Advisory Board (RPASAB) to periodically select and license a sole provider of ambulance service in Rapides Parish and to provide for the uniform regulation and oversight of such service throughout Rapides Parish pursuant to the provisions of this Ordinance.

SECTION 6. Definitions.

6.1. Advanced Life Support Transport (ALS).

- A) **Advanced Life Support Ambulance Service** - means the level of service attained when (i) the Ambulance Service Provider is licensed as an advanced life support ambulance service by the Louisiana Bureau of EMS and (ii) the Ambulance Service Provider's vehicles are permitted as advanced life support vehicles by the Louisiana Bureau of EMS and each Ambulance is occupied by at least one ambulance driver certified as an EMT, Advanced EMT or Paramedic, and at least one patient attendant minimally certified as a Paramedic by the Louisiana Bureau of EMS.
- B) **Advanced Life Support Personnel** - means an individual trained to the level of Advanced EMT or Paramedic as defined by State laws and regulations, who is qualified to perform enhanced advanced skills that include being able to administer a limited number of medications and perform other interventions.
- C) **Advanced Life Support Assessment** - means an assessment performed by an ALS crew as part of an emergency response that was necessary because the

patient's reported condition at the time of dispatch suggested that ALS intervention was needed. An ALS assessment does not necessarily result in a determination that the patient requires an ALS level of service.

D) **Advanced Life Support Intervention** - means a procedure that is in accordance with State and local laws, beyond the scope of authority of an Emergency Medical Technician. These procedures include, but are not limited to:

- Intravenous therapy
- Manual defibrillation/cardioversion
- Endotracheal intubation
- Central venous line insertion or monitoring
- Cardiac pacing
- Chest decompression
- Surgical airway
- Intraosseous lines
- Intravenous, intramuscular or subcutaneous medication administration
- Inhalation, sublingual or rectal medication administration
- Monitoring of pulse oximetry
- Monitoring of end-tidal carbon dioxide

E) **Advanced Life Support Transport** - means transportation by ground ambulance vehicle permitted at the ALS level by the State and Parish, medically necessary supplies and services and either an ALS assessment by ALS personnel or the provision of at least one ALS intervention. Patients with Emergency Medical Conditions as defined in 6.8 shall be provided with ALS Transport.

6.2 Basic Life Support (BLS).

Means transportation by ground ambulance vehicle and medically necessary supplies and services, plus the provision of BLS procedures as defined by the Louisiana Bureau of EMS. The ambulance must be staffed by a driver who is, at a minimum, qualified as an EMT and a patient attendant who is, at a minimum, qualified as an EMT.

6.3 Ambulance Committee.

The Rapides Parish Ambulance Committee (RPAC) of the Rapides Parish Police Jury (RPPJ) is hereby created and shall administer the Operations Contract and serve as the regulatory entity for the ambulance ordinances and all medical transportation providers within the Parish. Said Committee shall consist of three (3) voting members to be appointed by the Rapides Parish Police Jury. The Committee members may be Rapides Parish Police Jury members.

The Contract Administrator shall serve in an ex-officio capacity on the Committee.

6.4 Contract Administrator.

Shall mean the person appointed by the Rapides Parish Police Jury to administer the Ambulance Ordinance and Operations Contract. All communications between the Parish, Cities, RPASAB and the Provider will be facilitated the Contract Administrator. The

Police Jury shall fix the compensation, if any, of the Contract Administrator. The Legal Representative for the Rapides Parish Ambulance Service Advisory Board (RPASAB) may also serve as the Contract Administrator.

6.5 Ambulance and Medical Transportation Vehicles.

AMBULANCE. Means any authorized emergency vehicle, permitted as an ambulance by the State Bureau of EMS, equipped with warning devices, designed and operated as a part of a regular course of conduct or business to transport a sick or injured individual or which is advertised or otherwise held out to the public as such. The Provider may use Parish-permitted ambulances for Non-Ambulance Medical Transportation Service (NAMTS) but NAMTS providers may not transport emergency patients in NAMTS vehicles. The RPAC may establish minimum standards for all medical transportation vehicles, including, but not limited to: ALS Ambulance Vehicles; BLS Ambulance Vehicles; and Emergency Medical Response Vehicles ("EMR Vs").

NON-AMBULANCE MEDICAL TRANSPORTATION VEHICLE. Means any wheelchair van or similar non-ambulance vehicle operated by a Non-ambulance Medical Transportation Service (NAMTS) provider. NAMTS providers may not transport emergency patients in NAMTS permitted vehicles. The RPAC may establish minimum standards and licensing requirements for all Non-ambulance Medical Transportation Vehicles. See Article IV.

6.6 Ambulance Service or Ambulance Provider.

"Ambulance Service" or "Ambulance Provider" means any person, firm, association, or government entity licensed by the State Bureau of EMS, owning, controlling, or operating any business or service which furnishes, operates, conducts, maintains, advertises, engages in, proposes to engage in, or professes to engage in the business or service of transporting, in ambulances, individuals who may need medical attention during transport. This applies to Emergency Ambulance Calls and Non-emergency Ambulance Calls. However, "ambulance service" and "ambulance provider" shall not include any of the following:

- A) A volunteer nonprofit organization or municipal nonprofit organization operating an invalid coach or coaches.
- B) An entity rendering assistance to a licensed ambulance or ambulances in the case of a major disaster.
- C) A licensed hospital provides non-ambulance transportation when such transportation originates at a licensed hospital.
- D) A licensed hospital providing non-emergency transportation from its campus to a long-term care or rehabilitation facility.
- E) An entity operating an ambulance or ambulances from a location outside of the state to transport patients from a location outside of the state to a location inside

the state or to transport a patient or patients from a medical facility inside of the state to a location outside of the state.

- F) An entity providing transportation to employees who become sick or injured during the course of their employment from a job site to the nearest appropriate medical facility.

6.7 Emergency Medical Condition.

Shall mean a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain, and/or symptoms of substance abuse) such that a prudent layperson, who possess an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy, serious impairment to bodily functions, or serious dysfunction of any bodily organ or part. Except in major catastrophes and in disaster situations (as declared by appropriate elected officials) only ambulances that are permitted at the ALS level with ALS personnel may transport patients with Emergency Medical Conditions.

6.8 Emergency Ambulance Call.

Shall mean a situation that is classified (at time of dispatch) as a priority one or two under the Emergency Dispatch protocols established by the NAEMD (National Association of Emergency Medical Dispatch) or APCO (Association of Public Safety Communications Officials), or when the exact circumstances are unknown, but the nature of the request is suggestive of a true emergency where a patient may be at risk. ALS and BLS ambulances or Emergency Medical Response Vehicle (EMRV) may respond to Emergency Ambulance Calls, but only ALS ambulances may transport patients with Emergency Medical Conditions.

6.9 Emergent Ambulance Call from a Hospital.

Shall mean a call that, at the time the call is made, presents circumstances in which there is an immediate need for a patient to be transported by Ambulance from a hospital in Rapides Parish (the "originating hospital") to another hospital, inside or outside Rapides Parish, so that the patient can receive a higher level of care or medical services that are not available at the originating hospital, and the physician ordering the ambulance transport or otherwise referring the patient to another hospital certifies that a delay in the transport is likely to have an unfavorable impact on the patient's outcome.

6.10 Non-emergency Ambulance Call.

Non-emergency Ambulance call means a call for ambulance service that is not an Emergency Ambulance call. Non-emergency transportation by ambulance is appropriate if either: the patient is bed-confined, and it is documented that the patient's condition is such that other methods of transportation are contraindicated; or, if the patient's medical condition, regardless of bed confinement, is such that transportation by ambulance is medically required.

6.11 Emergency Mode.

Means an ambulance or EMRV operating with emergency lights and warning siren (may use air horn in addition to siren) while engaged in an Emergency Ambulance call. Drivers of ambulances and EMRV's shall operate in the emergency mode with warning lights and siren at all times while engaged in an Emergency Ambulance call if they are operating the emergency vehicle in a manner to take exemption to the traffic laws and rules of the road which may be allowed by State law, so as to warn other drivers of non-emergency vehicles to yield the right of way of the authorized emergency vehicle. Ambulances and EMRV's may use emergency warning lights only, if they are engaged in an Emergency Ambulance call and they are stopped or parked or if they are moving and operating the vehicle in a manner so as to abide by all traffic laws and regulations stipulated in State law. No driver of any ambulance or EMRV shall assume any special privilege from traffic laws and regulations except when such emergency vehicle is operated in emergency mode, with warning lights and siren, while engaged in an Emergency Ambulance call.

6.12 Emergency Medical Response Vehicle (EMRV).

Means a marked emergency vehicle with fully visual and audible warning signals operated by the Parish-licensed ambulance service, the primary purpose of which is to respond to the scene of a medical emergency to provide emergency medical stabilization or support, or command, control, and communications, but which is not an ambulance designed or intended for the purpose of transporting a victim from the scene to a medical facility regardless of its designation. Included are such vehicles referred to but not limited to the designation as "sprint car", "quick response vehicle", "special response vehicle", "triage trucks", "staff cars", "supervisor units", and other similar designations. - Personnel operating EMRVs must be certified as either EMT, Advanced EMT or Paramedic.

6.13 Emergency Facilities.

Are those facilities that include as part of their mission providing for the treatment of patients with life- or limb-threatening conditions. They meet or exceed the Emergency Care Guidelines of the American College of Emergency Physicians, and they receive ambulance patients with Emergency Medical Conditions.

6.14 Emergency Medical Services Driver (EMSD).

An individual who is authorized to drive an ambulance in the Parish. At a minimum, they must be trained and certified as an Emergency Medical Responder and have successfully completed an emergency ambulance driving course with current certification as approved by the Ambulance Committee. EMT, Advanced EMT, and Paramedics may also function as EMSD if they successfully complete an emergency ambulance driving course with current certification as approved by the RPAC.

6.15 Ambulatory Care Facilities.

Provide primary medical care services and may be accessible without prior doctor-patient relationship or without an appointment.

6.16 **Call Response Measurements.**

The following definitions shall be used as time measurements for the ambulance provider licensed pursuant to this Ordinance. All times shall be recorded in hours, minutes and seconds. These measurements shall be utilized by the RPAC to determine licensed ambulance provider's compliance with performance criteria. All of the below listed times shall be based on transporting units only.

- A) **Fractile Response Time.** Percentile of a specific category of requests for ambulance service that are appropriately answered within a stated response time goal or standard. A fractile response time requirement can be expressed as follows: Every calendar month, the Provider will have an ALS ambulance staffed as required, on the scene of at least X percent of all (enter level of call here, such as "presumed life threatening") emergency calls in (a specific jurisdiction) in Y minutes or less. An example of this wording follows: "Every calendar month, the Provider will have an ALS ambulance staffed as required, on the scene of at least 90% (ninety percent) of all presumed life-threatening presumed life- threatening emergency calls inside Zone 1 of "Exhibit A" in eight minutes zero seconds or less.
- B) **Call Received Time.** This time is when the EMS telecommunicator has answered a call for service or when the call has been transferred from the Rapides Parish 911 Call Center.
- C) **Enroute Time.** This time is when the assigned unit is notified of assignment to a specific call by the communications center and declares itself to be enroute.
- D) **On-Scene Time.** This stage begins when the ambulance unit - declares itself on-scene, (the unit is fully stopped at the location where the ambulance shall be parked while the crew exits to approach the patient or when it arrives at a staging area because of hazardous materials, violent crime scenes, etc.) and ends when the ambulance unit declares itself to be enroute to a destination.
- E) **Response Time.** Elapsed time measurement that begins at the Call Received Time and ends when an assigned ambulance unit capable of ALS transport declares itself on-scene at the assigned location or staging area.

6.17 **Emergency Medical Services.**

Emergency Medical Services ("EMS") means the following pre-hospital and inter-hospital services:

- A) **Access and Coordination -** The answering and processing of telephone requests for Ambulance or Emergency Medical Responder Services, including EMS dispatching, emergency and non-emergency; the providing of medical pre-arrival instructions to callers by telephone; but excluding the process of 911 complaint-taking when the caller is immediately transferred to the EMS Control Center;

- B) **Medical Transportation** - Transportation and services by either a Permitted Ambulance (ALS or BLS) or Non-Ambulance Medical Transportation Service vehicle.
 - C) **On-line Medical Direction** - On-line medical direction is the medical direction provided directly to prehospital providers by the medical director or designee either on-scene or by direct voice communication. Ultimate authority and responsibility for concurrent medical direction rests with the medical director. On-line medical direction in the Parish shall be sanctioned and coordinated by the Licensed Ambulance Provider.
 - D) **Off-line Medical Direction** - Off-line medical direction is the administrative promulgation and enforcement of accepted standards of prehospital care. Off-line medical direction can be accomplished through both prospective and retrospective methods. Prospective methods include, but are not limited to, training, testing, and certification of providers; protocol development; operational policy and procedures development; and legislative activities. Retrospective activities include, but are not limited to, medical audit and review of care, direction of remedial education, and limitation of patient care functions, if needed. Various aspects of prospective and retrospective medical direction can be handled by committees functioning under the medical director with representation from appropriate medical and EMS personnel. The Off-line Medical Director is appointed by the Licensed Ambulance Provider and shall be a physician licensed to practice emergency medicine who is familiar with the pre-hospital emergency response system in Rapides Parish.
- 6.18 **Provider's EMS Control Center.**
The Provider's EMS Control Center is the communications facility operated by the Licensed Ambulance Provider which serves as the Provider's central EMS communications center.
- 6.19 **Licensed Ambulance Provider.**
The Licensed Ambulance Provider is the licensed provider for emergency ambulance services in Rapides Parish. The Licensed Ambulance Provider is authorized to enter into mutual aid agreements with other EMS, public safety and ancillary support agencies.
- 6.20 **Medical Necessity for Ambulance Service.**
Medical necessity is established when the patient's condition is such that use of any other method of transportation other than ambulance is contraindicated. In any case, in which some means of transportation other than an ambulance could be utilized without endangering the individual's health, whether or not such other transportation is actually available.

6.21 Non-ambulance Medical Transportation Service or Medical Wheelchair Van Service.

Non-ambulance Medical Transportation Service (NAMTS) or Medical Wheelchair Van Service means any person, firm, association, or government entity owning, controlling, or operating any business or service which furnishes, operates, conducts, maintains, advertises, engages in, proposes to engage in, or professes to engage in the business or service of transporting individuals in a vehicle other than an ambulance, with the following stipulations:

- A) Passengers do not require medical care, attention, or monitoring during transport; and
- B) Passengers do not require the assistance of an attendant during transport; and
- C) Passengers do not meet medical necessity requirements as defined in this Ordinance.
- D) Drivers must possess a valid driver's license and be State certified as an EMR, EMT, AEMT or Paramedic. See ARTICLE IV., SECTION 7 - "Driver and Pilot Qualifications" (1) (2) (3) (4) (5) (6) (7) (8)

6.22 Operations Contract.

Operations Contract means a contract between an Ambulance Provider and the Parish to provide Ambulance Service to the Parish in response to Emergency Ambulance Calls and Non-emergency Ambulance Calls within Rapides Parish.

6.23 Provider.

Provider means the entity providing Emergency and Non-emergency Ambulance Service to Rapides Parish pursuant to the Operations Contract.

6.24 Patient.

Patient means an individual who is ill, sick, injured, wounded, or incapacitated (physically or mentally), and who is in need, or is at risk of needing, medical care or assessment at the scene of a call and during transportation to or from a health care facility. Only licensed Ambulance Services may transport Patients as defined herein, and they must be transported in ambulance vehicles permitted by the State of Louisiana.

6.25 License.

Ambulance Service License - Every ambulance service provider as defined in SECTION 6.6 – "Ambulance Service or Ambulance Provider" responding to emergency ambulance calls and non-emergency ambulance calls originating in the Parish shall be required to obtain an Ambulance Service License pursuant to this Ordinance. This Ambulance Service License authorizes the provider to respond to emergency and non-emergency Ambulance Calls.

6.26 System Standard of Care.

System Standard of Care means the federal, state and local laws, and policies, rules, regulations and protocols that establish standards governing all clinical and operational aspects of the EMS system in Rapides Parish. Minimum requirements shall include, but not be limited to, the most current standards recommended by the Commission on Accreditation of Ambulance Services. The RPAC may establish additional minimum Standards of Care. The licensed ambulance provider shall maintain accreditation with the Commission on Accreditation of Ambulance Services during the term of the Contract. If the Licensed Ambulance Provider does not hold such accreditation at the commencement of the Contract, it must make application for such accreditation within one year from the commencement date of the Contract and must be accredited within two years.

6.27 Provider's Telecommunicator.

Provider's Telecommunicator shall hold the certification from either the National Academy of Emergency Medical Dispatch (NAEMD) or the Association of Public Safety Communication Officials EMD (APCO EMD). Only qualified telecommunicators shall be permitted to work in the Provider's EMS Control Center as call takers or dispatchers.

6.28 System Status Plan.

Status Plan means the plan and protocols for staffing, deployment, and redeployment of Ambulances which is developed and utilized by an Ambulance Service Provider, and which specifies how many Ambulances will be staffed and available within the Parish each hour of the day, each day of the week, including the locations of available Ambulances (not assigned to calls) within the Parish, specified separately for each hour of the day, for each day of the week and the remaining number of Ambulances then available in the system, and including protocols for event-driven redeployment of those remaining Ambulances. The Provider is responsible for development and implementation of the System Status Plan. The System Status Plan shall require enough units to meet emergency and non-emergency response times.

SECTION 7. Prohibited Acts.

Subject to the exemptions set forth in SECTION 8.1 – "Exemptions", it shall be unlawful and an offense for any person or any Ambulance Service Provider to commit any of the following acts:

- A) To perform duties as an EMS driver, attendant-, (EMR, EMT, Advanced EMT, Paramedic or pre-hospital RN or licensed physician), without a current valid certification issued by the Louisiana Bureau of EMS.
- B) To allow any person to work as an ambulance driver or attendant, without current valid certification issued by the Louisiana Bureau of EMS.
- C) To use, or cause to be used, an ambulance service other than the Ambulance Service Provider holding a valid Ambulance Service License pursuant to this Ordinance.

- D) For any person, firm or organization except Public Safety Agencies in Rapides Parish to respond to emergency or non-emergency ambulance calls that originate within Rapides Parish, other than the Ambulance Service Provider that is the holder of a valid Ambulance Service License issued pursuant to this Ordinance or without the express authorization of the Provider.
- E) To knowingly give false information to induce the dispatch of an Ambulance or Emergency Medical Responder.
- F) To operate an Ambulance in the Emergency Mode when not responding to an emergency ambulance call in compliance with this Ordinance;
- G) For any person, firm or organization to cause the use of non-emergency ambulance service that violates the provisions of this Ordinance.
- H) For an Ambulance Service Provider to bill a patient for services provided by firefighters, police officers, or other public employees acting as first responders. This provision shall not be applied to prevent an Ambulance Service Provider from billing a patient for medications, medical supplies, and the like used by firefighters, police officers, or other public employees acting as first responders where those medications, medical supplies, and the like were provided to or for such first responders by the Ambulance Service Provider
- I) It shall be a violation of this Ordinance for the Licensed Ambulance Provider, to fail to respond to an Emergency Ambulance Call originating within the Parish where there is a medical necessity for the service.
- J) To allow any person to work as a Telecommunicator without NAEMD or APCO EMO certification.

SECTION 8. Fines.

- A) In this Chapter, the term "Violation of this Ordinance" means: Doing an act that is prohibited or declared unlawful, by this Uniform Ambulance Service Ordinance or by rule or regulation authorized by said Ordinance; Failure to perform an act that is required to be performed by this Uniform Ambulance Service Ordinance or by rule or regulation authorized by said Ordinance; or
- B) In this Chapter, the term "Violation of this Ordinance" does not include the failure of a public employee or designee to perform an official duty unless this Uniform Ambulance Service Ordinance specifically provides that failure to perform the duty is to be punishable as provided in this Chapter.

- C) The imposition of a fine as set forth herein does not prevent the subject violation of this ordinance from being considered in connection with the revocation or suspension of a license, permit or franchise.
- D) Continuous or repeated violations of this Ordinance may be abated by injunctive or other relief, and the imposition of a fine under this section or any other provision of law does not constitute an election of remedies and shall not prevent an award of injunctive or other relief.

8.1 Exemptions.

Notwithstanding anything herein, it shall not be a violation of this Ordinance, and no Ambulance Service License shall be required, when a vehicle or Ambulance is:

- A) Responding to an emergency or non-emergency Ambulance Call at the request of the Licensed Ambulance Provider.
- B) A privately owned vehicle not ordinarily used in the business of transporting Patients who are sick, injured, wounded, incapacitated or helpless.
- C) A vehicle rendering services as an Ambulance in the event of a major catastrophe or emergency when Ambulances with permits based in the locality of the catastrophe or emergency are incapacitated or insufficient in number to render the services needed as determined by the Incident Commander(s).
- D) 1) An Ambulance transporting a Patient to a location within the Parish where the transport originated from a point outside the Parish; and, 2) an Ambulance operated by the same ambulance service as above, which transports the same Patient from the original destination within the Parish back to the original point of origin within twenty-four (24) hours of the original transport and the Patient (or a proper representative of the Patient) has specifically requested transportation by said ambulance service.
- E) An Ambulance operated by the same ambulance service provided by a governmental entity or political subdivision that transported a patient to a location within the Parish, that transports the same Patient from the original destination within the Parish back to the Patient's original point of origin outside the Parish when the Patient (or a proper representative of the Patient) has specifically requested transportation by said ambulance service because the patient receives such ambulance service without cost, or at a reduced cost, by virtue of being a citizen or resident of the governmental entity or political subdivision operating that ambulance service.
- F) A vehicle engaged in the intrastate/interstate transport of a Patient that originates outside the Parish.

- G) An ambulance service that responds with mutual aid and permission of the Provider, so long as the response is coordinated through the EMS Control Center and the Licensed Ambulance Provider determines that the ambulance service meets or exceeds the needs of the specific patient(s).

ARTICLE II. RAPIDES PARISH AMBULANCE SERVICE ADVISORY BOARD
(RPASAB)

SECTION 1. Name and Purpose.

In order that the local governing bodies will have the benefit of relevant technical and professional expertise there is hereby created the Rapides Parish Ambulance Service Advisory Board (RPASAB) which shall assist and advise the local governing bodies with respect to the selection of a sole provider for ambulance service in Rapides Parish and the regulation of such service as set forth herein.

SECTION 2. Member and Methods of Appointments.

The board shall consist of seven (7) members, appointed as follows for a term of two (2) years:

- 1) One (1) member of the board shall be the Chancellor of Louisiana State University at Alexandria (LSUA) or his/her designee.
- 2) The Mayor of the City of Alexandria and the Mayor of the City of Pineville shall each appoint one (1) member of the board. Each of these appointees shall be familiar with emergency medical services in Rapides Parish.
- 3) The Chief Executive Officer (or person serving in the equivalent position) of each Medical Center operating a 24-hour Emergency Department in Rapides Parish shall appoint one member of the Board. This provision calls for two (2) appointments, one each from the Chief Executive Officer of each of the following Medical Centers: Rapides Regional Medical Center and Christus St. Frances Cabrini Hospital.
- 4) The President of the Rapides Parish Police Jury shall appoint one (1) member to represent the rural area on the south side of the Red River and one (1) member to represent the rural area on the north side of the Red River; (preferably either a municipal Mayor, Mayor's designee or a Fire District Chief).

No member of the board shall be affiliated with any ambulance service. There shall be no limit on the number of terms a member may serve on the board.

SECTION 3. Notification of Appointment.

The appointing authority shall provide written notice identifying its appointee to the Contract Administrator and the appointment shall become effective upon the Contract Administrator's receipt of that notice. The Contract Administrator shall communicate, in writing, to the local governing authorities the name of all appointees and the date of the appointment. All appointments will be publicly reported at the next meeting of the Rapides Parish Police Jury.

SECTION 4. Meetings.

The board shall meet at any time on the call of the chairman, the Contract Administrator, or on the written request of any four (4) members (majority of a quorum). The board will meet at least quarterly. All meetings of the board shall be open to the public as provided by law. The board may make its own rules and regulations concerning the conduct of its meetings.

SECTION 5. Attendance at Meetings.

Members of the board shall be expected to attend all regular and called meetings. Should a member be absent from fifty percent (50%) of the board's meetings in a calendar year, the Contract Administrator shall notify the authority that appointed such member and request that the member be removed from the board and a new member be appointed.

SECTION 6. Organization and Quorum of the Board.

The board shall elect, at its first meeting, and annually thereafter, a chairman, a vice chairman and a secretary from its membership. The term of each officer shall be for one (1) year with eligibility for reelection. Four (4) members of the board shall constitute a quorum for all purposes.

SECTION 7. Committees.

The board shall have the power to designate various committees with such powers and duties as the board may prescribe, provided that such powers and duties do not violate any law of the State of Louisiana.

SECTION 8. Reports.

The Police Jury shall keep an accurate record of all meetings and shall, at least annually, give to the RPAC a written report of the board's activities for the prior year. The board shall provide the Rapides Parish Police Jury copies of the minutes of each of its meetings.

SECTION 9. Legal Representation.

The RPASAB may hire/retain an attorney to serve as the legal advisor to the board. The Legal Representative may also serve as the Contract Administrator under SECTION 6.4 "Contract Administrator".

SECTION 10. Duties and Authority of RPASAB.

The board shall have the following duties and authority:

- A) As desired, the RPASAB may review and recommend to the RPAC and the local governing authorities any changes to the Ordinance(s) regulating ambulance services.
- B) As desired, the board may review and recommend to the RPAC and the local governing authorities any changes in the standards and procedures with reference to the provision of emergency medical services.
- C) The board will respond to any complaint concerning quality of service provided under the sole provider license issued through the Rapides Parish Police Jury by the local governing authorities pursuant to this chapter.
- D) The board will respond to any complaint concerning rates and charges by emergency medical service providers in Rapides Parish and can make any recommendation concerning the same to the Rapides Parish Police Jury and the local governing authorities.
- E) The board may review and recommend to the Rapides Parish Police Jury and the local governing authorities any recommendations it has concerning the provision of any emergency medical service to the citizens of Rapides Parish.
- F) The board may encourage the local governing authorities in Rapides Parish to adopt such ordinances as are needed in order to provide quality ambulance service to all citizens living within Rapides Parish.
- G) Monitor the Licensed Ambulance Provider's compliance with applicable response times established by this Ordinance or by the Operations Contract.
- H) The RPASAB will hear any complaint of any person with reference to the provision of ambulance services in Rapides Parish. In connection with such complaints the privacy rights of any patient will be protected in accordance with law. The hearing of complaints by the board will be conducted under the following procedure:
 - 1) All complaints must be in writing. All written complaints must be directed

initially to the Contract Administrator.

- 2) The Contract Administrator will notify the chairman of the board in writing of any written complaint.
- 3) The Contract Administrator will notify the emergency medical service provider, will furnish a copy of the written complaint to the provider and will allow fifteen (15) days for the provider to respond in writing to the complaint.
- 4) Once the Contract Administrator has received the EMS Providers response it will be made available for review by all board members.
- 5) The Contract Administrator will furnish a copy of the written response of the emergency medical service provider to the complaining party upon the receipt of same.
- 6) The board will consider and attempt to mediate and resolve the complaint, if possible. If the complaint is resolved, notice of the resolution will be sent by the Contract Administrator to the complaining party and to the emergency medical service provider.
- 7) If the complaint is not able to be resolved by the board, the Contract Administrator will refer the complaint, together with the response of the provider, and any recommendation that the board deems appropriate to the local governing authorities and/or appropriate law enforcement agencies.

**ARTICLE III. TERMS AND CONDITIONS OF LICENSE PROVISION OF
AMBULANCE SERVICES.**

SECTION 1. Exclusive License.

Under the provisions of Louisiana law, including but not limited to La. R.S. 33:4791.1, the Rapides Parish Police Jury is authorized to issue an exclusive license to a sole Provider of ambulance services (both emergency and non-emergency) within the unincorporated areas of Rapides Parish. The Rapides Parish Police Jury finds that the purpose and intent of this Ordinance as stated hereinabove are best served by the licensure of such a sole Provider of ambulance service.

The Rapides Parish Police Jury may, on their behalf and the behalf of any of the municipalities located within Rapides Parish, select and contract with an ambulance service to be the sole provider of ambulance services (both emergency and non-emergency) for said municipalities.

SECTION 2. Term of Exclusive License.

The initial term of any such exclusive License shall be for a period of five (5) years beginning with the Commencement Date set forth in the License issued by the Rapides Parish Police Jury pursuant to this Ordinance. The License may thereafter be renewed by mutual agreement of the Rapides Parish Police Jury and the Licensee for two (2) additional terms of not more than two (2) years each.

If the existing contract is not renewed, or upon the expiration of the nine (9) year period of renewals, a request for proposal shall be advertised for ambulance services by the Police Jury.

SECTION 3. Contract Fee for Exclusive Service.

The Provider of Ambulance Services shall pay a license fee of FORTY-FIVE THOUSAND AND NO/100 (\$45,000.00) DOLLARS each calendar year, or portion thereof, during the term of this Exclusive License. This License Fee shall be paid to the Rapides Parish Police Jury to defray the costs of administering this Ordinance. The initial License Fee shall be paid upon commencement of the initial term of the License with subsequent License Fees being due thereafter on or before January 31 of each succeeding year during the initial or renewal term(s) of the License.

For the calendar year 2026 and thereafter during the initial and renewal term(s) of the License, the Rapides Parish Police Jury may increase the License Fee if shown necessary to cover the costs of administering this Ordinance, but no such increase shall be more than \$10,000.00 per calendar year or portion thereof. Any such increase shall be adopted by the Rapides Parish Police Jury at an Open Meeting held on or before October 31st of the prior year.

SECTION 4. Conditions of License for Provision of Exclusive Ambulance Service.

Any sole provider of ambulance services for the unincorporated areas of Rapides Parish shall be selected only upon the ambulance service Provider being able to furnish and furnishing to the Rapides Parish Police Jury the following inter alia:

- A) The provider designated by the Police Jury shall, at a minimum, meet the following criteria:
 - 1) **Physician.** A full-time physician shall serve as Medical Director of the ambulance service, who shall be responsible for all quality-of-care issues, and shall provide quarterly reports to the RPASAB regarding response times, complaints and any other quality of care issues. "Full time," for purposes of this paragraph, shall mean that the physician shall have no other employment outside of his employment with the ambulance service, which shall be a minimum of forty (40) hours per week.

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- 2) **Helicopter service.** Location of a full-time, 24-hour helicopter in Rapides Parish, specifically configured to render advanced life support care, and access to a backup or spare full-time, 24-hour helicopter specially configured to render advanced life support care, and stationed not more than seventy-five (75) air miles from Rapides Parish in the event that the primary helicopter designated for service is inoperable. This helicopter shall be used, when medically necessary, for 911 and emergency responses. The helicopter shall be staffed at all times by an FAA licensed pilot and nationally registered paramedic.
 - 3) **Response time zones.** Compliance with a parish-wide response times zones map indicating acceptable response times for various zones throughout the Parish and agreement to the penalty provisions contained within the contract, for any failure to meet monthly reporting thresholds on response times. (See Exhibit A).
 - 4) **Accreditation.** Obtaining and thereafter maintaining accreditation by the commission on accreditation of ambulance providers' equipment, personnel and process.
 - 5) **Rates.** Agreement to regulation of rates, as provided for in the contract, for the entire term covered by the contract.
- B) **Mutual aid.** The ambulance provider shall maintain mutual aid agreements with air and ground ambulance providers who can respond to Rapides Parish when called upon by the Licensed Ambulance Provider in times of disaster or other extraordinary situations.
- C) **Insurance Required.** Prior to commencement of any operations under the License with the Rapides Parish Police Jury, the Provider must file with the Parish and with the RPASAB all policies of general liability insurance, automobile liability insurance, workers compensation insurance and professional liability insurance which policies must be issued by an insurance company qualified to do business in the State of Louisiana having a rating of not less than B+ by A. M. Best or equivalent rating by a nationally recognized rating service and shall be eligible for redemption under any terms of default as defined by this Ordinance or any provision of the contract and which policies shall contain the conditions and stipulations set forth in the Operations Contract.
- D) **Insurance Cancellation.** Cancellation or material alteration of any required insurance policy or coverage shall result in the automatic revocation of any Ambulance Service License issued hereunder, and the Ambulance Service Provider shall thereupon cease and desist from further ambulance service operations in the Parish.
- E) **Performance Bond Requirements.** Provider must furnish performance security

in an Amount of not less than \$1,000,000.00. Said security shall be furnished through the pledge of a Certificate(s) of Deposit to the Rapides Parish Police Jury in said amount or through the posting of a Performance Bond in favor of the Rapides Parish Police Jury in said amount issued by an insurer or surety having a rating of not less than B+ by A. M. Best or equivalent rating by a nationally recognized rating service.

- F) **Inspection of Ambulances.** Before any operations can commence under any License, all ambulances used by Provider in Rapides Parish must have current motor vehicle inspection stickers issued by the Louisiana Department of Motor Vehicles and each ambulance must be equipped in compliance with the standards for ambulance equipment established by the State of Louisiana as set forth in LSA R.S. 40:1235.1. Any ambulance operated by Provider in Rapides Parish must remain in compliance with said state standards at all times.
- G) **Emergency Medical Technicians.** With reference to emergency medical technicians, Provider must agree as follows:
- 1) No ambulance will transport a patient suffering an emergency medical condition, with the transport originating in or from Rapides Parish, unless it is an Advanced Life Support ambulance capable of providing Advanced Life Support Services and whose crew shall consist of at least one Nationally Registered Paramedic and one Nationally Registered EMT.
 - 2) No person shall provide services in any capacity on an emergency medical response vehicle unless he is the holder of a certification by the Department of Health and Hospitals; or a certification of an emergency medical technician issued by the National Registry of Emergency Medical Technicians.; or a license as a Registered Nurse by the Louisiana State Board of Nursing; or is a Physician or Surgeon licensed to practice medicine by the Louisiana State Board of Medical Examiners. No person shall provide services in any capacity without holding a valid certification of cardiopulmonary resuscitation training issued by the American National Red Cross or the American Heart Association.
 - 3) Provider shall, at all times, under penalty of revocation, certify that all persons serving on said ambulance meet the following qualifications:
 - a) The Attendant is an Emergency Medical Technician who meets all State Certification Requirements and is in good standing with the Bureau of Emergency Medical Services of Louisiana as memorialized in LA R.S. 40:1231 et seq.
 - b) All employees of Provider who shall operate an ambulance within Rapides Parish shall have been issued and be in possession of a valid driver s license for the operation of

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

said vehicle as required by the State of Louisiana. Additionally, Provider shall, at all times, certify, under the penalty of permit revocation, that all drivers of its ambulances meet the following criteria:

- i) The driver is a Louisiana Emergency Medical Technician, Advanced Emergency Medical Technician, or Paramedic.

- H) **Standards for Ambulance Equipment.** The Provider must warrant that each ambulance will carry at all times, when the ambulance is in use, the minimum essential equipment required by state law.
- I) **Ambulance Performance Standards.** The Provider must warrant as follows: That it shall not unreasonably refuse to respond to a request for ambulance service in Rapides Parish. The provider warrants that it shall not refuse to respond to a request for ambulance service where there is a "Medical Necessity" for the service, on the grounds of the patient's inability to pay for such service.

Provider warrants that it shall conform to all nationally accepted standards with respect to ground ambulance operations. Provider furthermore must agree to comply with the Rapides Parish Office of Homeland Security and Emergency Preparedness "Emergency Operations Plan" in regards to its role and/or function within an Incident Management System.

- J) **Review of Rates, Financial Information, and Performance Information.** As to the review of rates, charges and financial information, the Provider must agree as follows:
 - 1) Provider shall submit a schedule of its rates for all services to the RPASAB for review, at least once per year, and at such other times and in such format as may be designated by the RPASAB. The RPASAB shall have authority to review, and/or approve such rates which shall be comparable to similar Louisiana parish ALS EMS systems. In the event the RPASAB Board rejects the Provider's proposed rate schedule, the Provider may appeal to the Rapides Parish Police Jury for approval of the same. The Provider will not exceed the charges for base rate, mileage rate per run, supplies, oxygen and any other services included in Provider's schedule of rates except as may be pre-approved by the RPASAB. The Provider must acknowledge that it is responsible for billing and collecting for services rendered. All fees for services rendered shall remain the property of the Provider. The Provider will be allowed to add and/or modify items that represent new and/or changing technology, equipment, services and pharmaceuticals and to charge reasonable fees for said new items that are added.

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- 2) The schedule of rates to be submitted for review shall include the rates to be charged under any contracts the Provider enters into with any hospital, long-term care facility, rehabilitation facility, or similar healthcare facility, to provide non-emergency ambulance service in Rapides Parish to, or for, such facility.
 - 3) The Provider must permit the RPASAB or its designated representatives, including but not limited to auditors, reasonable access to its financial records, books, documents, papers, files or other records that are pertinent during normal business hours upon reasonable notice.
 - 4) Provider shall present to the RPASAB an annual audit of owner/operator's financial statements and activities. A copy of every such annual audit must be provided to the Advisory Board. The Provider shall have the right to demand that all audited financial statements and any other proprietary information, as deemed proprietary by the Provider, be reviewed and discussed in Executive Session of the RPASAB and not be considered a public record, where allowed by Louisiana law.
 - 5) Provider shall submit to the RPASAB such reports, records, recordings and other information as requested by the Board in connection with the investigation of a complaint or as otherwise deemed necessary by the RPASAB in connection with the oversight of the Provider's performance of the Provider's obligations under this Ordinance and/or the Operations Contract. The Provider shall have the right to demand that all patient records and proprietary information, as deemed proprietary by the Provider, be reviewed and discussed in Executive Session of the RPASAB and not be considered a public record, where allowed by Louisiana law.
 - 6) The Provider shall not initiate any "Membership Drive" or similar sale to consumers of enrollments in any plan related to the Provider's ambulance services without prior approval of such Membership Drive or sale of enrollments by the RPAC. In connection with these matters the RPAC may seek the recommendation of the RPASAB and the Provider shall make available to RPASAB and/or the RPAC written specification regarding the terms and conditions of the proposed Membership Drive or sale of enrollments as well as the Provider's proposed marketing plan including the content of proposed advertisements and promotional efforts.
- K) **Material Changes in Government Regulations.** In the event that federal laws, rules and regulations are adopted, amended, interpreted, or enforced, which have a material adverse effect on third party reimbursements for ambulance transports or requires reimbursements to be based on the clinical level of service actually performed or provided, then (a) the RPAC and the Provider will renegotiate, in good faith, the rates and fees which may be charged; and (b) the Parish will

modify any provisions of this ordinance inconsistent with the terms of such federal authority.

L) Mandatory Centralized Emergency Ambulance Call Processing. With respect to the handling of calls for ambulance service the provider must agree as follows:

- 1) **911 Calls.** All 911 telephone requests for "Ambulance Services", both emergency and non-emergency, originating within Rapides Parish shall terminate at the Provider's EMS Control Center, where the Licensed Ambulance Provider shall establish the call's classification, determine the Patient's location, and if appropriate, deliver pre-arrival instructions utilizing current APCO or EMO standards. The Licensed Ambulance Provider shall also determine the need for EMS Public Safety Provider Services in accordance with established guidelines, alert the EMS Public Safety Agency Dispatch Center and dispatch the appropriate Ambulance.
- 2) **EMS Deployment.** The EMS Control Center of the Licensed Ambulance Provider shall at all times have full authority to direct the deployment, movements, and run responses of all Ambulances, and mutual aid Ambulance Service Providers. However, at all times an Emergency Ambulance shall be positioned and staffed on each side of the Red River in accordance with SECTION 4 – "Conditions of License for Provision of Exclusive Ambulance Service" (A)(3) – "Rural Service". The Licensed Ambulance Provider's deployment of Ambulances shall be adequate to meet required emergency and non-emergency response times.
- 3) **Patient Destination.** The Licensed Ambulance Provider shall develop and implement patient transportation and destination policies and guidelines.

The ambulance driver and/or attendant shall inquire from each patient as to the patient's preference as to what medical facility he desires to be transported. If the patient is incapable or unable to respond, then the inquiry shall be made of a relative, if any, in the immediate vicinity and immediately available for such inquiry. If a destination is unable to be obtained from the patient or a relative, then the patient is to be transported to the nearest appropriate medical facility with emergency facilities. A form indicating the patient's hospital preference shall be filled out by the patient, relative or responsible person as soon as practical.

- 4) **Recording Calls.** All call requests processed by the EMS Control Center of the Licensed Ambulance Provider shall be recorded to facilitate subsequent auditing of the Licensed Ambulance Providers actions and decisions by the Contract Administrator, and all such recordings shall be safely stored and shall not be erased for a period of six (6) months.

- 5) **Other Call Processing.** All other call requests for ambulance service, Emergency or Non-emergency, which may be received by parties other than the Provider, shall be transferred immediately to the EMS Control Center.
- M) **Response Reliability Standards.** With respect to emergency responses, the Provider must agree as follows:
- 1) To comply with a Parish-wide Response Times Zone Map indicating acceptable response times for various zones throughout the parish and agree to pay such penalties or damages set forth in this ordinance and and/or stipulated in the Operations Contract for any failure to meet the response time thresholds shall be as set forth by this Ordinance or established as part of the Operations Contract. (See attached "Exhibit A")
 - 2) Throughout the term of any License issued hereunder, it will be Provider's responsibility to meet the response time thresholds established by this Ordinance or as part of the Operations Contract regardless of the number of ambulances required to meet said standards. Additionally, Provider must acknowledge that at all times it will operate its service aiming always to provide better and increased service and decreased response times. Provider must acknowledge that the above-described response times are minimum standards, and Provider must acknowledge that it will always strive to achieve decreased response times.
 - 3) **Response Time.** Compliance with ARTICLE I, SECTION 6.16 "Call Response Measurements".
- N) **Response Time Reports.** Response times on emergency and non-emergency responses will be calculated using Response Time as defined herein per ARTICLE I, SECTION 6.16 - "Call Response Measurements". Response Time Reports will be submitted to the Contract Administrator each calendar month by Provider. The monthly Response Time Report shall include an itemized summary of each call that identifies the jurisdiction, priority and response zone for each call. The itemized summary of each call shall include all available information regarding the call received time, enroute time, on-scene time and response time for that call.
- The monthly response time reports shall also identify all calls excluded from the response time calculation and the applicable exclusion. All information and back-up documentation supporting such exclusion must be provided to the Contract Administrator upon request. The monthly response time report must be delivered to the Contract Administrator within ten (10) days of the end of the month.
- O) **Monitoring.** Provider must agree that the RPASAB and RPAC will be allowed to monitor response times.

- P) **Excluded Responses.** Provider will have the responsibility to document the nature of the circumstances surrounding any excluded response and the emergency and non-emergency responses affected thereby. It shall be Provider's responsibility to prove said response should be excluded in default of which it will be included.

There shall be no "Excluded Responses" with respect to Non-emergency responses. With respect to Emergency Responses, "Excluded Responses" for purposes of response time calculation, are as follows:

- 1) Responses that occur during periods of abnormally severe weather for which a "warning" has been issued by the National Weather Service where such weather could reasonably be expected to substantially impair response time performance.
- 2) Delayed response due to potentially hazardous scenes or in which access is restricted by public safety personnel. This exclusion shall not apply if law enforcement or fire personnel have established a staging area at the scene. In such circumstances, Response time shall be determined upon the ambulance's arrival at the staging area.
- 3) Those responses presented by Provider for consideration by the RPSAB and which such authority finds that the response has merit to be deemed excluded due to extraordinary circumstances. An example of such a response would be a request for response during Provider's servicing of a mass casualty situation where the majority of the units in the Parish/ city have been directed to attend to the Mass Casualty incident (ie: Mass shooting/ Active shooter at a school with multiple victims.)
- 4) Except in cases of Force Majeure, Provider agrees that it shall at all times have a responsibility to respond as soon as safely practicable even in the face of an excluded response. It is agreed that any such exceptions and/or exclusions from response will extend the required response times by only the amount of time by which the otherwise applicable response is interfered with or inhibited by the exception.

- Q) **Response Time Penalty.** If the Provider fails to meet the response time thresholds set forth by this Ordinance or established as part of the Operations Contract on emergency or non-emergency calls during any quarter, the Provider may be assessed such penalties as set forth by this Ordinance or established as part of the Operations Contract.

Response time will be measured for calculation and assessment of penalties on a quarterly basis. Should Provider fail to any response time threshold, prior to any

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

penalty being assessed, Provider shall be afforded an opportunity to be heard before the RPASAB to show good cause as to why said penalties should not be imposed. For good cause shown, the RPSAB may recommend that RPAC waive and/or reduce any response time penalties otherwise due under this ordinance or the Operations Contract.

If Provider fails to adhere to the applicable response time standards for either Emergency or Non-emergency responses in three quarters within any twelve (12) month period, that failure shall constitute grounds for the termination of the License with Provider.

If Provider fails to adhere to the applicable response time standards for either Emergency or Non-emergency responses in two (2) consecutive quarters or two (2) quarters in any twelve (12) month period, the Provider shall within fifteen (15) day notice of such failure provide the RPASAB with Provider's written plan to achieve adherence to the applicable response time standards in the ensuing quarter. If the Provider fails to timely submit such plan, Provider shall by such failure be deemed to have authorized the Contract Administrator to request another Ambulance Service to provide non-emergency responses on the Providers behalf pursuant to SECTION 8.1 – "Exemptions" (A) of this Ordinance for a period of not less than thirty (30) days or until such time as the Provider has submitted the plan called for above if Provider has not submitted that plan within said thirty (30) day period.

- R) **Financial Penalty.** A breach of the sole provider contract provisions may result in a penalty to be assessed against the sole provider as follows:

1 st offense	\$2,500.00
2 nd and subsequent offenses within 12 months of the first offense	\$5,000.00

Depending upon the severity of the contract breach, the RPASAB and the Police Jury may consider a termination of the sole provider contract.

- S) **Non-emergency Response Times.** The sole provider shall maintain a reasonable response time for all non-emergency ambulance transports. (See attached "Exhibit A")
- T) **Corporate Citizenship.** The Provider must agree, when available, to provide ambulance stand-by at no charge for high school and college football games within Rapides Parish when requested. Provider must also agree, when available, to provide such other stand-by service as is requested by a local emergency response agency for emergency events such as haz-mat calls, structure fires, rescue calls, bomb threats, drug raids, etc. at no charge to the requesting public service agency.

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- U) **Maintenance of Vehicles.** All ambulances shall at all times be adequately maintained, serviced and mechanically sound. Provider shall maintain maintenance records that may be inspected by the RPASAB as requested. Ambulances shall be less than ten (10) years old and shall have not more than 400,000 miles of total service.
- V) **Vehicle Locating System.** Each ambulance provided must be equipped with real time automatic vehicle locator (AVL) systems compatible with and able to communicate with the CAD system of the Rapides Parish Communications District and Provider must maintain all necessary licenses, permits, etc. necessary pursuant to any State, Federal, and local laws and regulations to enable Provider to operate said system.
- W) **RPPJ Obligations.** Rapides Parish Police Jury, for purposes of any license with a sole provider for emergency medical services, will agree as follows:

Rapides Parish Police Jury will instruct and inform all interested parties (such as but not limited to 911 Director, hospitals located in Rapides Parish, etc.) that Provider will be the exclusive ambulance service for all emergency (911 and other) and non-emergency ambulance transportation within the unincorporated areas of Rapides Parish.

Rapides Parish Police Jury shall take all steps reasonable and necessary (including the filing of a criminal or the institution of a civil action) to prevent any operation of ambulance service within Rapides Parish in a manner that violates this Ordinance during the term of any License.

Rapides Parish Police Jury will enforce all laws, rules, regulations and ordinances governing unauthorized ambulance operation within its jurisdiction.

Rapides Parish Police Jury will acknowledge that any unauthorized operation (by other than the Sole Provider of ambulance service under License with Rapides Parish Police Jury) will cause financial harm to Provider such that Provider may seek any appropriate relief against such other person/entity, including injunctive relief.

- X) **Termination by Rapides Parish Police Jury.** Each of the following acts, omissions or occurrences shall constitute an Event of Default entitling Rapides Parish Police Jury to terminate any such sole Provider License issued pursuant to this Ordinance:

Provider shall violate, in any material way, any provision of this Ordinance, the Operations Contract contemplated by this Ordinance, or of any State or Federal law or regulation governing any aspect of ambulance service;

Provider shall cease doing business as a going concern;

Provider shall attempt to transfer the License issued pursuant to the Ordinance or the Operations Contract entered into hereunder to another ambulance provider without the prior written approval of RPAC.

Provider's financial reports to the RPASAB demonstrate financial instability or insolvency;

Provider shall commence a voluntary case or other proceeding in bankruptcy or seek liquidation, reorganization, arrangement, readjustment of its debts or for any other relief under the federal bankruptcy laws, as now existing or as may be amended from time to time, or under any other insolvency act or law, state or federal, now or hereinafter existing, or shall take any other action indicating its consent to, approval, or acquiescence in any such case or proceeding; Provider shall apply for, or consent to or acquiesce in, the appointment of a receiver, liquidator, custodian, sequestration, or a trustee for all or a substantial part of its property; Provider shall make an assignment of a substantial portion of its assets for the benefit of its creditors; Provider shall fail, or shall admit in writing its failure to pay its debts generally as such debts become due, or;

There shall be filed against Provider an involuntary petition in bankruptcy or seeking liquidation, reorganization, arrangement, readjustment of its debts or any other relief under the federal bankruptcy laws, as now existing or as may be amended from time to time, or under any other insolvency act or law, state or federal, now or hereinafter existing, or a receiver, liquidator, custodian, sequestration, or trustee of Provider for all or a substantial part of its property shall be appointed without the consent or approval of Provider or a warrant of attachment, execution or similar process against any substantial part of the property of Provider is issued; and the continuance of any such event or events for thirty (30) days undismissed or undischarged or within such thirty (30) days, the entering of an order for relief under the United States Bankruptcy Code.

In the event the License issued to a sole provider of Ambulance Services pursuant to this Ordinance is terminated due to an "Event of Default" as set forth above, the Rapides Parish Police Jury shall have a claim against the Performance Bond (or other acceptable security) posted by the Provider for all damages suffered by the Rapides Parish Police Jury as a result of such Event of Default and termination, including but not limited to the costs of obtaining or providing the ambulance services to have been provided by the Provider during the term of the exclusive license.

- Y) **Termination by Provider.** Provider will be entitled to terminate any License hereunder concerning the provision of ambulance services upon the occurrence of an Event of Default as hereinafter set forth:

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

Failure of the Rapides Parish Police Jury to have the requisite authority to enter into the License, or to enact the necessary Ordinances to authorize the License for ambulance services;

Failure by Rapides Parish Police Jury, by its own fault, to observe or perform any covenant, warranty, term or provision of this Ordinance related to the License;

The intentional allowance of any additional ambulance service to operate in violation of this Ordinance within the unincorporated area of Rapides Parish during any term of the License, provided that the Provider shall first give the Rapides Parish Police Jury written notice of the operation of any such additional ambulance service and the Rapides Parish Police Jury shall have a period of fifteen (15) working days after receipt of such notice to initiate action to enforce this Ordinance with respect to such additional ambulance operation(s).

- Z) **Mutual Termination.** Provider and Rapides Parish Police Jury may mutually agree to terminate any such License without cause by either party giving the other one hundred eighty (180) days prior written notice.
- AA) **Right to cure.** The failure to comply with the terms of this Ordinance shall render the License voidable at the discretion of the non-violating party, provided, however, that the other party is given ninety (90) days advanced notice of the intent to terminate the License and is given sixty (60) days to remedy any default.
- BB) **Indemnification.** Provider will indemnify, hold harmless and defend the Rapides Parish Police Jury, the RPAC, RPASAB, officers, agents, servants and employees, from and against any and all liability, suits, actions, legal proceedings, claims, demand, damages, costs, expenses and attorney's fees arising out of or in any way concerning or incident to any work done by Provider in the performance of ambulance service under the License or arising out of any willful or negligent act or omission of Provider, its officers, agents, servants and employees (including any such individual acting contrary to the conditions of the License).
- CC) **Agreement, Modification and Governing Law.**
 - 1) **Force Majeure.** Except in cases of Force Majeure, Provider agrees that it shall at all times have a responsibility to respond as soon as safely practicable even in the face of an excluded response. It is agreed that any such exceptions and/or exclusions from response will extend the required response times by only the amount of time by which the otherwise applicable response is interfered with or inhibited by the exception.
 - 2) **Governing Law.** Any License issued hereunder shall be governed by and construed in accordance with the laws of the State of Louisiana and proper venue for any such dispute between the parties shall be in the Ninth (9th) Judicial District Court, Parish of Rapides.

- 3) **Partial Enforceability.** If any provision of this Ordinance, or the application of any provision to any entity or circumstance shall be held invalid, the remainder of this Ordinance, or the application of that provision to entities or circumstances other than those with respect to which it is held invalid, shall not be affected thereby.

**ARTICLE IV. SOLE PROVIDER AMBULANCE SERVICES LICENSE –
EMERGENCY AND NON-EMERGENCY.**

SECTION 1. Emergency Service Operator's Class A License Required per Section 6.5 through 6.20.

- A) No emergency or non-emergency ambulance service provider shall use or permit to be used any ambulance upon the streets, roads or highways of the parish without first obtaining from the Police Jury a Class A license to operate an ambulance service. No ambulance may respond to any emergency situation originating within the Parish unless the emergency service operator has a valid and current Class A license to operate an ambulance service from the Police Jury. The prohibitions in this section shall not apply to ambulances and transport vehicles referred to in R.S. 40:1232(D). Notwithstanding the above, this section shall not apply to any ambulance service operating outside the parish that responds to an emergency situation outside the parish and has to transport a patient or patients through the parish or to a hospital or medical facility within the parish.
- B) No emergency service operator shall be permitted to operate an air ambulance within the parish without:
 - 1) Obtaining a license as required by subsection (A) above; and
 - 2) Being appropriately licensed in accordance with applicable provisions of state laws regulating air ambulance services, including, but not limited to R.S. 40:1236.2.

SECTION 2. Applications for Class A License.

- A) Application for a Class A license to operate an ambulance service shall be made in writing and shall include:
 - 1) The name, address and phone number of the applicant.
 - 2) A list of the names, addresses and phone numbers of all officers, directors and shareholders, if the applicant is incorporated; or, if the applicant is an unincorporated association, a list of the names, addresses and phone

numbers of all officers and directors; or if the applicant is a partnership, a list of the names, addresses and phone numbers of all the partners.

- 3) A description of each ambulance to be operated by applicant, including the make, model, year of manufacture, Louisiana license number for the current year, motor and chassis numbers, passenger capacity, size and gross weight of each vehicle, state or federal aviation or marine registration number where applicable and a statement regarding the length of time the ambulance has been in use.
 - 4) The location and description of the place or places from which the applicant intends to operate.
 - 5) Whether or not the applicant or anyone employed or to be employed in any capacity on any ambulance has been convicted anywhere under the laws of this state or the United States or other applicable laws of the offense of murder, aggravated battery, aggravated rape, aggravated burglary, simple burglary, aggravated kidnapping, armed robbery, simple robbery, pandering, prostitution, soliciting for prostitutes, contributing to the delinquency of a juvenile, indecent behavior with a juvenile, or Medicare or Medicaid fraud.
 - 6) Whether or not the applicant has any claims or judgments against him for damages resulting from the negligent operation of an ambulance.
 - 7) All other information necessary to fairly assess whether public convenience requires the issuance of the license, considering the factors set forth in SECTION 4 – “Requirements for Class A License” of this article.
- B) Intentional falsification of information provided pursuant to this section shall be grounds for immediate revocation of any license granted pursuant to this article.
- C) Each applicant shall provide the board with a self-generated performance evaluation based upon the criteria set out by the American Ambulance Association, said evaluation to include, but not be limited to, the following:
- 1) Clinical capability and reliability;
 - 2) Response time performance and reliability;
 - 3) Cost per response;
 - 4) Cost per unit hour;
 - 5) Productivity;
 - 6) Total system cost per capita;
 - 7) Local tax subsidy per capita;
 - 8) Subsidy/price tradeoff analysis;
 - 9) Employee training/certification;

- 10) Equipment inventory;
- 11) Community education involvement.

SECTION 3. Decision on Applications for Class A License.

- A) Each application for Class A license to operate an ambulance service shall be filed with the Secretary of the Police Jury, who shall forward the application to the President of the Rapides Parish Police Jury.
- B) The President shall refer the application to the RPASAB of the Police Jury and to Legal Counsel for review. At the next scheduled RPASAB meeting, or at a time to be determined by the RPASAB, there shall be a report as to whether said application is complete or requires additional information, including information on public need. No application shall be referred to the Police Jury until it is deemed complete by the RPASAB. An application being deemed complete shall not infer that the applicant has shown a need for another ambulance service in the Parish but shall only mean that the technical portions of the application process have been completed.
- C) Once the application is deemed complete, the RPASAB shall meet to hear the verbal presentation of the applicant, consider the need for another ambulance service in the Parish, and determine whether more information is needed to make a recommendation to the Police Jury or not. The public hearing(s) on each application may take place during one or more regular meeting or may take place during special scheduled meetings. Any person is entitled to speak at said meetings, within time limits set by the chairman.
- D) If additional information is requested, it shall be received at the next scheduled RPASAB meeting. If no additional information is requested, then the RPASAB shall decide whether to make a favorable or unfavorable recommendation to the Police Jury. The recommendation to the Police Jury, whether favorable or unfavorable, shall be in writing, with written reasons by the chairman for the recommendation. Said recommendation shall be delivered to the Police Jury within thirty (30) days of the decision of the RPASAB.
- E) The Police Jury, upon receipt of the RPASAB's recommendation, shall refer said recommendation to its next regularly scheduled meeting.

SECTION 4. Requirements for Class A License.

- A) Mandatory requirements for Class A license. Before the RPASAB makes a recommendation and the Police Jury considers a Class A license application, the applicant must demonstrate that it is capable of complying with the following, on a twenty-four-hour basis:

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- 1) No person shall conduct, maintain or operate an ambulance on any street, alley or public way or place in the state-unless the ambulance is staffed with a minimum of two (2) persons, one (1) of whom must be a state-certified, nationally registered emergency medical technician.
 - 2) No person shall be employed in any capacity on any ambulance unless he is the holder of a certificate of advanced first aid and emergency care issued by the American National Red Cross; or a certification by the Louisiana Department of Health and Human Resources or its agent as a first responder; or a certification as an emergency medical technician issued by the National Registry of Emergency Medical Technicians; or a certificate of licensure as a registered nurse or licensed practical nurse; or a valid and unrevoked physician's and surgeon's certificate issued under Title 37 of the Louisiana Revised Statutes of 1950. No person shall transport a sick or injured person by ambulance unless the sick or injured person is attended by a nationally registered emergency medical technician, a registered nurse or a physician in attendance in the patient compartment. No person shall be employed in any capacity on any ambulance unless he holds a valid certification of cardiopulmonary resuscitation issued by the American Heart Association or the American National Red Cross.
 - 3) No person shall conduct, maintain or operate an ambulance which does not carry with it as part of its regular equipment the minimum essential equipment for ambulances as recommended by the American College of Surgeons.
 - 4) Adequate equipment and qualified personnel to respond to multiple calls by maintaining two (2) crews on duty at the location of dispatch for ground ambulances. If an air ambulance service is provided, then there must be one (1) crew on duty at the location of dispatch or on-call with a response time of fifteen (15) minutes or less on a routine basis.
 - 5) Nothing herein shall prohibit the transportation of an injured or ill person in an ambulance or industrial ambulance staffed by persons with less than the required qualifications in an emergency situation where there is no reasonable expectation of the prompt response by an ambulance staffed by persons with the required qualifications.
 - 6) The permanent placement and stationing of an air ambulance helicopter in Rapides Parish, properly equipped and manned, for use within Rapides Parish and all of its incorporated municipalities.
- B) **Other requirements for license.** The RPASAB in making its recommendation, and the Police Jury in rendering its decision on Class A license applications, shall

consider the following factors to determine whether the applicant can provide and ensure safe, reliable and responsive ambulance service:

- 1) The likelihood that the applicant will consistently maintain a high-quality ambulance service to the people of the parish provided within a medically acceptable response time.
- 2) The likelihood that the applicant will provide a permanent and demand-responsive ambulance service to the people of the Parish.
- 3) The experience of the applicant in rendering services in the Parish and in prompt adjustment of claims and payment of judgments, if any, arising out of the operation of an ambulance service.
- 4) The economic viability and financial stability of the applicant, including the applicant's ability to respond in damages.
- 5) Whether the insurance required by SECTION 5 – “Insurance Required” of this chapter has been secured.
- 6) The character and condition of the place or places from which the applicant intends to operate and the ambulances to be used by the applicant.
- 7) Whether there has been compliance with all requirements of this article and all other applicable laws and ordinances.
- 8) Whether the vehicles or aircraft proposed to be used as ambulances qualify as such as herein defined.
- 9) The results of a criminal and/or civil background check on the ambulance service, its owners, and its employees.

SECTION 5. Insurance Required.

- A) Before the Police Jury may issue any Class A license, the applicant must file with the Police Jury and, if a Class A license is granted, the ambulance service shall at all times thereafter maintain:
 - 1) A policy of general liability insurance issued by an insurance company qualified to do business in the State of Louisiana. The ambulance carrier shall provide a certificate of insurance to the Police Jury upon receiving such policy. The policy shall contain the following conditions and stipulations:

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- a. The term of the policy shall be for period of not less than one (1) year;
 - b. The policy shall provide not less than the following limits of liability: for each accident-causing bodily injury (including death at any time resulting therefrom) one million dollars (\$1,000,000.00) per occurrence, and three million dollars (\$3,000,000.00) in the aggregate, and three hundred thousand dollars (\$300,000.00) for property damage sustained in any one (1) accident;
 - c. Such policy shall by its terms provide that it may not be cancelled except after ten (10) days' written notice to the Police Jury; and
- 2) A comprehensive professional liability insurance policy (medical malpractice insurance) for death, injury, loss or damage occurring during examination, diagnosis, treatment or care of any patient or occupant of an ambulance owned or operated by the ambulance service, the policy providing at least one million dollars (\$1,000,000.00) per occurrence and five million dollars (\$5,000,000.00) in annual aggregate claims, or comprehensive professional liability coverage of the risks set forth above of not less than one million dollars (\$1,000,000.00) per occurrence through participation and coverage as a qualified health care provider under Louisiana Medical Malpractice Act (R.S. 40:1299.41 et seq.). The ambulance carrier shall provide a certificate of insurance to the Police Jury upon receiving such policy.
 - 3) A policy of automobile liability insurance issued by an insurance company qualified to do business in the State of Louisiana. The ambulance carrier shall provide a certificate of insurance to the Police Jury upon receiving such policy. The policy shall contain the following conditions and stipulations:
 - a. The term of the policy shall be for a period of not less than one (1) year.
 - b. The policy shall provide not less than one million dollars (\$1,000,000.00) in combined single limits and three million dollars (\$3,000,000.00) in the aggregate.
 - c. Such policy shall by its terms provide that it may not be cancelled except after ten (10) days' written notice to the Police Jury.
 - 4) Proof of all required insurance shall be filed with the Police Jury on a yearly basis. Failure to file the required proof of insurance shall cause an

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

automatic, and without notice of hearing, suspension of the Class A license until such time as such proof of insurance is properly filed.

- a. Any emergency service operator who fails to secure another policy of required insurance prior to cancellation of an existing one shall automatically and without notice or hearing suffer suspension of its Class A license until such time as such insurance policy has been filed with the Police Jury.
- b. Operation of an ambulance by an ambulance service without having such insurance in force shall be sufficient justification for the Police Jury to suspend or revoke the emergency service operator's Class A license to operate an ambulance service.

SECTION 6. Annual Fee.

- A) The Class A license emergency ambulance service provider shall pay to the Police Jury annually a fee of two thousand dollars (\$2,000.00), such fee to be due by the fifteenth (15th) day of March each year.

SECTION 7. Driver and Pilot Qualifications.

No person shall drive an ambulance upon the streets, roads or highways of the parish, or pilot an air ambulance within the parish, nor shall an emergency service operator permit an ambulance to be so driven or flown, unless the driver and pilot meet the following qualifications:

- 1) He/She has a current motor vehicle chauffeur's license issued by the State of Louisiana if a driver of a ground ambulance. He has a current Federal Aviation Administration license which is appropriate for the type of aircraft he is operating if a pilot of an air ambulance.
- 2) He/She is a "certified emergency medical technician—basic," as defined by R.S. 40:1231(3); a "certified emergency medical technician—intermediate," as defined in R.S. 40:1231(4); a "certified emergency medical technical—paramedic," as defined in R.S. 40:1231(5); a licensed registered nurse or licensed practical nurse; or a physician or surgeon licensed to practice medicine in the State of Louisiana. This subsection shall not apply to persons who are employed solely as pilots on air ambulances.
- 3) He/She has never been convicted under the laws of Louisiana, any other state, the United States, this parish or any other parish of two (2) or more traffic offenses during the year preceding the filing of the application or driving while intoxicated within three (3) years.

Proposed Ordinance – 11/06/2024

Printed: 11/06/2024: 5:11 p.m.

- 4) He/She has not been convicted of any felony, or of any misdemeanor involving moral turpitude, in violation of the criminal laws of Louisiana, any other state or the United States within five (5) years and has not served any part of a sentence therefor within five (5) years before the date of the filing of such application, or with any offense set forth in subsection (4) above or for violating any of the provisions of this article.
- 5) He/She is not addicted to any chemical substance and is not suffering from any disease or infirmity which might make him an unsafe or unsatisfactory driver.
- 6) Each application shall be accompanied by a certificate from a licensed physician of the Parish of Rapides, certifying that he has examined the applicant within ninety (90) days and, in his opinion, the applicant is not addicted to the use of intoxicating liquors, does not use any narcotic drugs and is not suffering from any disease or infirmity which might make him an unsafe or unsatisfactory driver.
- 7) The following shall govern yearly issuance of licenses, physician's certificates and discretionary exam:
 - a. Ambulance drivers' licenses and an air ambulance license may be issued on a yearly basis to each qualified individual that submits the proper application and meets all qualifications.
 - b. Each ambulance driver and each air ambulance pilot hired since March 15 of the prior year shall submit a physician's certificate, as indicated in subsection (7) of this section, along with and at the same time as their annual fee.
 - c. At the discretion of the Police Jury, and in addition to the annual physician's certificate, each ambulance driver and each air ambulance pilot will submit to a physician's exam for submission of an extra physician's certificate.

SECTION 8. Investigation of Drivers, Pilots and Attendants.

- A) The Provider shall conduct an annual investigation of each ambulance driver, pilot and attendant and compile a report of its findings. The report of the investigation and a copy of the traffic and police record of each ambulance driver and attendant shall be kept on file in the office of the Police Jury. This record shall be considered a personnel record and shall be privileged and confidential.

SECTION 9. Attendant's Qualifications.

- A) No person shall be permitted to serve as an ambulance attendant, nor shall an emergency service operator permit an individual to serve as an attendant unless the person meets the following qualifications:
 - 1) He/She is a "certified emergency medical technician" as defined in R.S. 40:1231(5), a licensed registered nurse or licensed practical nurse, or a physician or surgeon licensed to practice medicine in the State of Louisiana;
 - 2) He/She meets the qualifications set forth in SECTION 7 – "Driver and Pilot Qualifications" (4), (5), (6), and (7).

SECTION 10. Uniforms Worn at all Times.

- A) Each ambulance driver, pilot and attendant shall be in uniform at all times while on duty.

SECTION 11. Maintenance of Records by Ambulance Company.

- A) Each Class A licensed emergency service operator shall maintain for three (3) years a record of each ambulance call and rates charged. These records shall be open to inspection by the Police Jury and the committee at all times.

SECTION 12. Exclusive Access to 911 or Other Emergency Communications Dispatch.

- A) Ambulance services permitted pursuant to this chapter shall have exclusive access to the 911 or other emergency communications dispatch of the parish.

SECTION 13. Duration of License.

- A) After issuance, each Class A License shall remain in effect subject to the provisions of this article, including submission of an annual physician's certificate by each ambulance driver, air ambulance pilot and each crew member of an ambulance or air ambulance and payment of the annual or other fees required by this article.

SECTION 14. Suspension or Revocation of License; Hearing; Notice Requirement(s); Appeal.

- A) The Police Jury, with or without the recommendation of RPASAB, may suspend or revoke Class A licenses to operate an ambulance service for cause, including noncompliance or violation of any provision of this article.
- B) Failure to provide services on a twenty-four-hour basis of time shall be grounds for suspension and/or revocation of a Class A license.

- C) Unless otherwise provided in this article, before any Class A license is suspended and revoked, the holder thereof shall be entitled to a hearing as provided in subsection (D) below, and no Class A license shall be revoked unless such a hearing has been held and a majority of the Police Jury thereafter votes for such suspension or revocation.
- D) A notice shall be served upon the holder of the Class A license stating the time and place of the hearing to be held by the Police Jury, which shall not be less than fifteen (15) calendar days from the date such notice is given. The notice shall enumerate the cause or causes for suspending or revoking the Class A license and shall be sent by registered mail to the holder of the Class A License at the address of its place of business as given in its application for the Class A License.
- E) The holder of the Class A License who is aggrieved by a decision of the Police Jury to suspend or revoke its Class A License may, within the time allowed by law, appeal such decision to the 9th Judicial District Court, Rapides Parish or a trial de novo. All appeals from a district court decision shall be in accordance with the Louisiana Code of Civil Procedure.

SECTION 15. Notice of Withdrawal.

- A) By applying for and receiving a Class A License, the holder of the Class A License agrees that it shall give written notice to the Rapides Parish Police Jury of any cessation of service to the citizens of Rapides Parish at least six (6) months in advance of any such cessation of service. This notice is not required when the cessation of service is caused by an Act of God or by governmental action that was not within the control of the license holder.

ARTICLE V. NON-AMBULANCE MEDICAL TRANSPORTATION SERVICE OR MEDICAL WHEELCHAIR VAN SERVICE.

SECTION 1. Non-ambulance Service Operator's Class B License per ARTICLE I, SECTION 6.5 through ARTICLE I, SECTION 6.21.

- A) No non-ambulance service operator shall use or permit to be used any non-emergency ambulance upon the streets, roads or highways of the parish without first obtaining from the Police Jury a Class B License to operate a non-emergency ambulance service.
- B) The non-ambulance service shall comply with the licensing requirements for ambulances found in SECTION 2 – “Applications for Class A License” (A)(1)–(6) and (B)(C), SECTION 3 – “Decision on Application for Class A License” and SECTION 5 – “Insurance Required”, and shall be certified as an ambulance by the State of Louisiana.

- C) Each applicant shall provide the Police Jury with a self-generated performance evaluation based upon the criteria set out by the American Ambulance Association, said evaluation to include, but not be limited to the following:
- 1) Clinical capability and reliability;
 - 2) Response time performance and reliability;
 - 3) Cost per response;
 - 4) Cost per unit hour;
 - 5) Productivity;
 - 6) Total system cost per capita;
 - 7) Local tax subsidy per capita;
 - 8) Subsidy/price tradeoff analysis;
 - 9) Employee training/certification;
 - 10) Equipment inventory;
 - 11) Community education involvement.

SECTION 2. Inspection of Non-ambulance Medical Transportation Vehicles and Annual Fee.

- A) Inspection by department of health and hospitals. All Class B non-ambulances shall be inspected by the Department of Health and Hospitals, State of Louisiana, and shall be certified to be in compliance with R.S. 40:1232 annually.
- B) "Ambulance" not to be displayed. Non-ambulance medical transportation vehicles shall not display the word "ambulance" on any surface of the vehicle.
- C) Issuance of registration tags. After each inspection, registration tags shall be issued for those vehicles which are mechanically fit.
- D) **Annual fee.** An annual fee of two hundred fifty dollars (\$250.00) shall be paid annually to the Police Jury, such fee due to the Police Jury by the fifteenth day of March of each year.
- E) Operation without certificate and tag. Any person who operates a non-ambulance medical transportation vehicle without having obtained the mechanical inspection certificate and tag within seven (7) days of being cited, shall be guilty of a violation of this article and shall be punished as hereinafter provided, after due proceedings.

SECTION 3. Non-ambulance Medical Transportation Vehicles Activities.

- A) Non-ambulance medical transportation vehicle service shall not be allowed to respond to emergency situations, shall not be allowed to use 911 services and shall not be allowed to make any emergency run based solely on information intercepted by use of a radio communication scanner or similar device.

- B) Non-ambulance medical transportation vehicles shall be allowed to transport nonemergency, noncritical persons, including stretcher patients.

SECTION 4. Duration of License.

After issuance, each Class B license shall remain in effect subject to the provisions of this article and payment of the annual or other fees required by this article.

SECTION 5. Suspension or Revocation of License; Hearing; Notice Requirement(s); Appeal.

- A) The Police Jury, with or without the recommendation of the committee, may suspend or revoke Class B licenses to operate a non-emergency ambulance service for cause, including noncompliance or violation of any provision of this article and/or this chapter.
- B) Unless otherwise provided in this article, before any Class B license is suspended or revoked, the holder thereof shall be entitled to a hearing, and no Class B license shall be revoked unless such a hearing has been held and a majority of the Police Jury thereafter votes for such suspension or revocation.
- C) A notice shall be served upon the holder of the Class B license stating the time and place of the hearing to be held by the Police Jury, which shall not be less than fifteen (15) calendar days from the date such notice is given. The notice shall enumerate the cause or causes for suspending or revoking the Class B License and shall be sent by registered mail to the holder of the Class B License at the address of its place of business as given in its application for the Class B License.
- D) The holder of the Class B License who is aggrieved by a decision of the Police Jury to suspend or revoke its Class B License may, within the time allowed by law, appeal such decision to 9th Judicial District Court, Rapides Parish for a trial de novo. All appeals from a district court decision shall be in accordance with the Louisiana Code of Civil Procedure.

SECTION 6. Fine for Violation(s).

- A) Any violation by a Class B provider under this article may be subject to a fine not to exceed five hundred dollars (\$500.00) and after a third violation, the Class B license may be suspended.

ARTICLE VI. MISCELLANEOUS PROVISIONS.

SECTION 1. Repeal.

All existing provisions of the Rapides Parish Code of Ordinances, Chapter 4 ½

(Ambulances), are hereby specifically repealed and superseded by this Ordinance.

SECTION 2. Validity of Licenses under Prior Ordinance(s).

Any license issued prior to the effective date of these Ordinances must be renewed in compliance with these Ordinances within ninety (90) days of the effective date.

SECTION 3. Applicability of Ordinance.

It is the intent of this ordinance to regulate ambulance service within Rapides Parish and to provide for a sole and exclusive private provider of ambulance service for Rapides Parish. This Ordinance is not intended to preclude any public safety department in Rapides Parish (fire, police, etc.) from operating or providing emergency ambulance services except under the exclusions set forth herein. This Ordinance shall not be interpreted to prohibit, preclude, impede or discourage the emergency medical services provided by the public safety departments within Rapides Parish.

SECTION 4. Effective Date.

The provisions of this Ordinance shall become effective upon the adoption and publication by the Rapides Parish Police Jury.

SECTION 5. Invalidity.

If any section, paragraph, sentence clause and/or phrase of this Ordinance or the application thereof is declared unconstitutional, unenforceable or invalid by the final Judgment of any Court of competent jurisdiction such unconstitutionality, unenforceability, or invalidity shall not affect the remaining sections, paragraphs, sentences, clauses and/or phrases of this Ordinance, since the same would have been enacted by the Rapides Parish Police Jury without the incorporation into this Ordinance of any such unconstitutional, unenforceable or invalid section, paragraph, sentence, clause or phrase. To that end, the provisions of this Ordinance are hereby declared severable.

SECTION 6. Disposition of Funds Received by RPASAB.

All funds collected by the RPASAB and/or Police Jury shall be remitted to the Police Jury for use by the RPASAB and/or Police Jury.

SECTION 7. Submission of Rates to Police Jury.

- A) All ambulance and medical transportation services certified to provide services (Class A and B) in Rapides Parish shall submit their rates to the RPASAB on or before January 15th of each year. The Police Jury shall have the right to regulate

the rates charged, pursuant to R.S. 33:4791.1 and shall accept or modify the rates received within thirty (30) days of receipt of such rates.

- B) The rates received, accepted and/or modified shall be open to public inspection.

SECTION 8. Notice of Complaints and Lawsuits.

All ambulance services and non-emergency ambulance services providing services in Rapides Parish shall file with the Secretary of the Police Jury a copy of all complaints and/or lawsuits filed against such service within thirty (30) days of receipt of each complaint and/or lawsuit.

SECTION 9. Fines.

Any person or entity who does not possess a Class A License and is found to be in violation of any of the Ordinances set forth herein, may be subject to a fine not to exceed five hundred dollars (\$500.00) or imprisonment for up to thirty (30) days, or a combination of both.

SECTION 10. Ambulance Service Evaluation.

- A) All Class A and Class B license services may be evaluated by the RPASAB on a yearly basis, said evaluation to be completed by June 30th of each calendar year.
- B) An evaluation report may be generated in each instance and said report shall be made available for public inspection. Further, a copy of each evaluation shall be transmitted to the mayor of each incorporated municipality within Rapides Parish.
- C) Each Class A and Class B license service shall make its records available to the Police Jury or its designated agent or agents for a performance evaluation based upon the criteria set out by the American Ambulance Association, said evaluation to include, but not be limited to, the following:
 - 1) Clinical capability and reliability;
 - 2) Response time performance and reliability;
 - 3) Cost per response;
 - 4) Cost per unit hour;
 - 5) Productivity;
 - 6) Total system cost per capita;
 - 7) Local tax subsidy per capita;
 - 8) Subsidy/price tradeoff analysis;
 - 9) Employee training/certification;
 - 10) Equipment inventory;
 - 11) Community education involvement.

Proposed Ordinance – 11/06/2024
Printed: 11/06/2024: 5:11 p.m.

ORDINANCE _____-2024

AN ORDINANCE TO AMEND AND REENACT CHAPTER 13 OF THE ALEXANDRIA CODE OF ORDINANCES, ARTICLE V. "AMBULANCE SERVICES", AMENDING SECTIONS 13-54, 13-55 AND ADDING SECTION 13-56; TO AUTHORIZE THE RAPIDES PARISH AMBULANCE SERVICE ADVISORY BOARD AND THE RAPIDES PARISH POLICE JURY TO SELECT AMBULANCE SERVICES FOR RAPIDES PARISH AND THE CITY OF ALEXANDRIA FOR EMERGENCY AND NON EMERGENCY TRANSPORT AND RELATED SERVICES; PROVIDING FOR TERM, RENEWAL AND MINIMUM CRITERIA; REQUIRING IMPLEMENTATION AND PERIODIC MEETINGS OF THE RAPIDES PARISH AMBULANCE SERVICE ADVISORY BOARD WITH REPRESENTATION FROM THE CITY; MANDATING PENALTIES AND TERMINATION PROVISIONS IN ANY AMBULANCE SERVICES CONTRACT AND THE RIGHT OF THE CITY TO WITHDRAW AUTHORIZATION AND PARTICIPATION IF PENALTIES OR TERMINATION ARE NOT ENFORCED.

Section I. BE IT ORDAINED by the Council of the City of Alexandria that Chapter 13 of the Alexandria Code of Ordinances, Article V. "Ambulance Services", Section 13-54, 13-55 are amended and reenacted and Section 13-56 is added to the Chapter and the said Article to read as follows:

"CHAPTER 13. HEALTH AND SANITATION

ARTICLE V. - AMBULANCE SERVICES

Sec. 13-54. - Emergency and non-emergency ambulance service; Rapides Parish Police Jury authorization; terms and conditions; reservation of rights.

- (a) (1) The Alexandria City Council does, subject to the limitations and reservations set out herein, unless otherwise provided at the City's sole discretion as reserved in Section 13:56, authorize the Rapides Parish Ambulance Service Advisory Board and the Rapides Parish

Police Jury to select, negotiate and contract with a sole provider for both emergency and non-emergency ambulance service within the Parish of Rapides, including the City of Alexandria, for a term of five (5) years, with two (2) additional two-year renewal options available at the discretion of the parish police jury, in accordance with the Ordinances of the Parish of Rapides, Section 4 1/2 "Ambulance Services."

(2) The contract for sole provider emergency and non-emergency ambulance services shall include enforcement provisions, including but not limited to penalties and contract termination for failure of the provider to meet contract requirements, which penalties or termination provisions shall be enforced.

(3) The Rapides Parish Police Jury shall establish the Rapides Parish Ambulance Service Advisory Board which shall be maintained during the term of any ambulance operations contract. The City shall have representation on the Board with at least one member appointed by the Mayor. The Board shall meet at least quarterly for the purpose of receiving and monitoring monthly reports and advising the Police Jury and the public on performance and operations by the provider. The Board shall receive and consider public complaints relative to ambulance service and operations. The Board shall make recommendations to the Police Jury for enforcement of the contract, including but not limited to imposition of penalties and contract termination, as may be reasonable.

(b) The provider designated by the parish shall, at a minimum, meet the following criteria:

(1) Employ a full-time physician to serve as medical director of the ambulance service, who shall be responsible for all quality of care issues, and shall provide quarterly reports to the Rapides Parish Ambulance Service Advisory regarding response times, complaints and any other quality of care issues. "Full time", for purposes of this paragraph, shall mean that the physician shall have no other employment outside of his employment with the ambulance service, which shall be a minimum of forty (40) hours per week.

(2) Locate a full-time, twenty-four-hour helicopter in Rapides Parish, specifically configured to render advanced life support care, and access to a back-up or spare full-time, twenty-four-hour helicopter specially configured to render advanced life support care, and stationed not more than seventy-five (75) air miles from Rapides Parish in the event that the primary helicopter designated for service is inoperable. This helicopter shall be used, when medically necessary, for 911 and emergency responses. The helicopter shall be staffed at all times by an FAA licensed pilot and nationally registered paramedic.

(3) Comply with a parish-wide response times zone map indicating acceptable response times for various zones throughout the parish, and agreement to the penalty provisions contained within the contract, for any failure to meet monthly reporting thresholds on response times.

(4) Obtain and maintain accreditation by the commission on accreditation of ambulance providers' equipment, personnel and process.

(5) Agree to regulation of rates, as provided for in the contract, for the entire term covered by the contract.

(6) Meet minimum insurance and performance bond requirements; advance life support equipment and staffing requirements; and ambulance performance standards.

(7) Acknowledge the City's reservation of the right to withdraw authorization for participation in the ambulance service operating agreement for failure of the Police Jury to enforce the contract requirements and response times through appropriate penalties and/or termination.

Sec. 13-55. - Exceptions.

The prohibitions of this article shall not apply to ambulances or transport vehicles referred to in R.S. 40:1232(D), nor to any ambulance service operating outside the city that responds to an emergency situation outside the city and has to transport a patient, or patients, through the city to a hospital or medical facility within the city.

Sec. 13-56. – Penalties and Termination; Right to Withdrawal of Authorization

The Police Jury's failure to enforce the contract requirements and response times of the ambulance service operating agreement through imposition of penalties or termination shall be grounds for the City at its sole discretion to withdraw authorization of participation with the Police Jury in the ambulance service operating agreement, without notice or recourse; and, the City reserves the right to provide ambulance services within the city by contract or otherwise."

SECTION II: BE IT FURTHER ORDAINED this Ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinance's to become effective without signature by the Mayor.

SECTION III. BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

THIS ORDINANCE WAS INTRODUCED on the 26th day of November, 2024.

NOTICE PUBLISHED on the 29th day of November 2024.

THIS ORDINANCE having been submitted and considered in writing in the form set out above was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the 10th day of December, 2024 and final publication was made in the Alexandria Town Talk on the 13th day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

DELIVERED: DATE: _____ TIME: _____

RECEIVED: DATE: _____ TIME: _____

To consider final adoption of an ordinance authorizing the mayor to enter into a contract with Blackout Power, LLC for Qualified Electric Line Worker Services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: Finance / Purchasing

Date: November 13, 2024

Title: Ordinance Authorizing Mayor to Execute a Contract for Qualified Electric Lineworker Services

Explanation of Proposal:

On Tuesday, November 12, 2024, one (1) quote ^{was} ~~were~~ opened and read aloud for Qualified Electric Lineworker Services for the Electric Distribution Department offering the lowest price for Straight and Overtime rates per hour. It is our recommendation to award Blackout Power, LLC, responsible bidder, at rates as proposed.

Quoted prices shall be held firm for twelve (12) months from quote award date.

Additional Information Attached ☒

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-227200-605113

Expense Amount:

Account Line Item:

Remaining Amount:

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

NOV 19 2024

CITY COUNCIL

P.O. Box 71

Alexandria, LA 71309-0071

Phone (318) 441-6183 Fax (318) 619-3414

[illegible]

ORDINANCE NO. -2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH BLACKOUT POWER, LLC FOR QUALIFIED ELECTRIC LINE WORKER SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor enter into a contract with Blackout Power, LLC for Qualified Electric Line Worker Services for the Electric Distribution Department.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024.

NOTICE PUBLISHED on the ____ day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of ____ 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of ____, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposals received from Debris Tech and Tetra-Tech for emergency debris removal monitoring services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: FINANCE/PURCHASING

Date: November 12, 2024

Title: ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR EMERGENCY DEBRIS REMOVAL MONITORING SERVICES

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Emergency Debris Removal Monitoring Services. On Wednesday, November 6, 2024 @ 2:00 PM, three (3) proposals were received. It is our recommendation that the primary award be made to Debris Tech and secondary award to Tetra-Tech at rates as proposed. This contract shall remain in effect for a period of twelve (12) months from bid award date. Contingent upon availability of funds and the ability of the successful bidder to honor quoted prices, the City reserves the right to renew the contract for a period of up to twenty-four (24) additional months, in twelve (12) month increments. Proposals are available for review at the Engineering Department.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-042400-646037

Expense Amount: N/A

Account Line Item: Emergency Preparedness

Remaining Amount: N/A

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

NOV 19 2024

RECEIVED

1866P EMERGENCY DEBRIS REMOVAL MONITORING SERVICES

RFP Opening: Wednesday, November 06, 2024

Reviewers:

- 1 Darren Green
- 2 Clayton Webb
- 3 Mike Wilkinson

Respondent	Price (3 year Total)	Cost (0-30)	Automated Reporting (0-15)	Technical (0-15)	Staff Qualifications (0-20)	Firm Qualifications (0-20)	Total Points (0-100)	Consolidated Comments
Thompson	\$44,160							Did not include lodging, meals, and mileage in their overall cost therefore we could not evaluate their price.
1								
2								
3								
Total								
Tetra Tech	\$55,413	25	15	15	20	20	95	Excellent Submittal
1								
2		20	15	20	20	20	90	
3		28	13	14	18	18	91	
Total							276	
Debris Tech	\$52,650	30	15	15	20	20	100	Excellent Submittal
1								
2		25	15	15	20	20	95	
3		28	14	14	19	18	91	
Total							286	

Recommendation: Award to (1) Debris Tech and (2) Tetra-Tech

ORDINANCE NO. -2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSALS FROM DEBRIS TECH AND TETRA-TECH FOR EMERGENCY DEBRIS REMOVAL MONITORING SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor accept the lowest proposals from Debris Tech (primary) and Tetra-Tech (secondary) for emergency debris removal monitoring services.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024.

NOTICE PUBLISHED on the ____ day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of ____ 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of ____, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposals received from Crowder Gulf and Ceres for disaster debris removal, reduction and disposal services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: FINANCE/PURCHASING

Date: November 12, 2024

Title: ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR DISASTER DEBRIS REMOVAL, REDUCTION AND DISPOSAL SERVICES

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Disaster Debris Removal, Reduction and Disposal Services. On Wednesday, November 6, 2024 @ 2:00 PM, five (5) proposals were received. It is our recommendation that the primary award be made to Crowder Gulf and secondary award to Ceres at rates as proposed. This contract shall remain in effect for a period of twelve (12) months from bid award date. Contingent upon availability of funds and the ability of the successful bidder to honor quoted prices, the City reserves the right to renew the contract for a period of up to twenty-four (24) additional months, in twelve (12) month increments. Proposals are available for review at the Engineering Department.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-042400-646037

Expense Amount: N/A

Account Line Item: Emergency Preparedness

Remaining Amount: N/A

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

NOV 19 2024

CITY COUNCIL

RFP Opening: Wednesday, November 06, 2024

Reviewers:

1 Darren Green
2 Clayton Webb
3 Mike Wilkinson

Respondent	Price (3 yr avg)	Cost (0-40)	Technical (0-20)	Financial (0-20)	Qualifications (0-20)	Total Points (0-100)	Comments
Crowder Gulf							
1	\$2,912,915	40	20	20	20	100	Has current contract. Did cleanup after Laura in 2020
2		30	15	20	20	85	
3		35	18	18	18	89	
Total						274	
DRC							
1	\$2,059,050	20	20	20	15	75 70 74 219	Numerous lawsuits. Unit prices for debris collection are well below national averages
2		20	15	15	20		
3		20	18	18	18		
Total							
Ceres							
1	\$2,762,161	40	15	20	20	95	
2		30	10	20	20	80	
3		35	18	17	18	88	
Total						263	
CTC							
1	\$1,809,960	20	20	20	20	75 70 71 216	Unit prices for debris collection are well below national averages
2		20	15	15	15		
3		20	17	17	17		
Total							
TFR							
1	\$1,234,433	20	20	20	15	75 70 72 217	Unit prices for debris collection are well below national averages
2		20	15	15	20		
3		20	17	18	17		
Total							

Recommendation: Offer Contract to (1) Crowder Gulf and (2) Ceres

ORDINANCE NO. -2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSALS FROM CROWDER GULF AND CERES FOR DISASTER DEBRIS REMOVAL, REDUCTION AND DISPOSAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor accept the lowest proposals from Crowder Gulf (primary) and Ceres (secondary) for disaster debris removal, reduction and disposal services.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024.

NOTICE PUBLISHED on the ____ day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of ____ 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of ____, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to enter into a contract to purchase a 106.66 x 106.66 site, tract or parcel of ground located at Sixth Street and Desoto Street from Steth, LLC and otherwise providing with respect thereto.



This fact sheet is the basis for a decision by the City Council. Please insure that the information is clear, concise and current.

AGENDA ITEM FACT SHEET

Date: 11-19-24

TITLE: AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT TO PURCHASE A 106.66 x 106.66 SITE, TRACT OR PARCEL OF GROUND LOCATED AT SIXTH STREET AND DESOTO STREET FROM STETH, LLC, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

EXPLANATION OF PROPOSAL

A downtown parking lot is currently available for purchase which would provide additional needed employee parking for the Customer Service Building. A purchase price of \$140,000.00 has been offered to the city.

COST/BUDGET

300-260608-707101-0

ACCOUNT NUMBER "Land Acquisitions - capital"

AMOUNT IN LINE ITEM \$202,104

AMOUNT OF EXPENSE \$140,000

AMOUNT REMAINING \$62,104

TIME DEADLINE:

COUNCIL DISTRICT -

APPROVED BY:

1. Mayor

5. Chief Operating Officer

2. Division Director

6. Department Head

3. City Attorney

4. Director of Finance

Review by: Form _____ Content _____
Council Staff

Information is: Sufficient _____ Insufficient _____

RECEIVED

NOV 20 2024

CITY CLERK

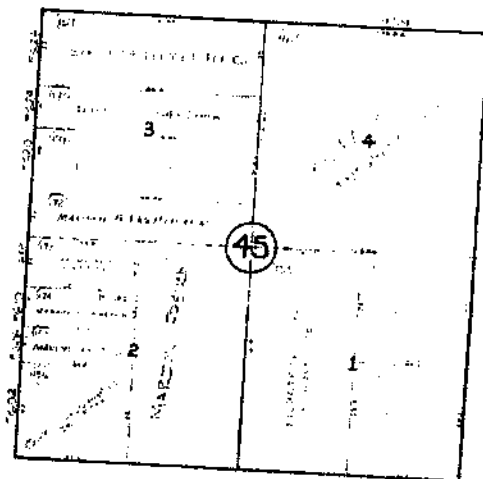
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PAGE 18

NOTICE
OFFICE USE ONLY
NOT A SURVEY
ASSESSMENT MAP ONLY

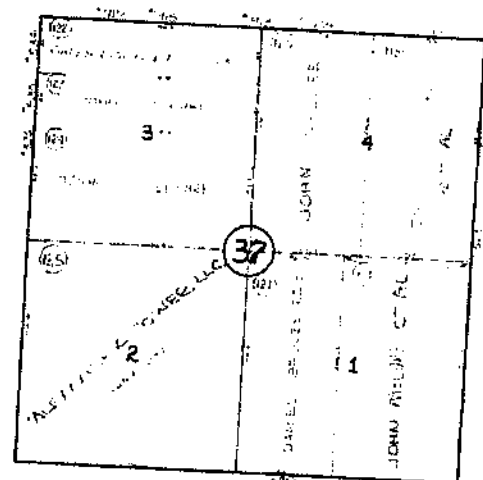
STREET



SIXTH

BLK 38
PAGE 18

MURRAY



RECATO

FIFTH

ORDINANCE _____-2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT TO PURCHASE A 106.66 X 106.66 SITE, TRACT OR PARCEL OF GROUND LOCATED AT SIXTH STREET AND DESOTO STREET FROM STETH, LLC AND OTHERWISE PROVIDING WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, ("the Council") in legal session convened, the Council authorizes the Mayor to enter into a purchase agreement and cash sale for the City of Alexandria, Louisiana, under terms and conditions as the Mayor believes reasonable and necessary, to purchase a 106.66 x 106.66 site, tract or parcel of ground located at Sixth street and Desoto street from Steth, LLC for the consideration of One Hundred Forty thousand (\$140,000.00) dollars, appropriated from the Capital budget for land acquisition #300260608707101-0 and being more particularly described as a certain piece, tract or parcel of ground together with all the improvements thereon, rights, ways, and privileges thereunto belonging or in any way appertaining, being, lying and situated in Lot 1 of Square 45 of the "Old Town" Subdivision of the City of Alexandria, Rapides Parish, Louisiana and as shown on Sylvester's Map of the City of Alexandria filed in Plat Book No. 4, Page 147A of the Rapides Parish Clerk of Court records. Said lot being more particularly described as follows:

All Lot 1 of Square 45 of the "Old Town" Subdivision of the City of Alexandria, having a dimension of 106.66 feet by 106.66 feet, fronting 106.66 feet on DeSoto Street 106.66 feet on Sixth Street. Being the same Lot 1 of Square 45 acquired by Steth LLC in Special Warranty Deed filed and recorded April 4, 2024 in Instrument No. 1755085 of the Rapides Parish Clerk of Court records.

SECTION II: BE IT FURTHER ORDAINED this Ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the

Mayor, upon expiration of the time for ordinance's to become effective without signature by the Mayor.

THIS ORDINANCE WAS INTRODUCED on the 26th day of November, 2024.

NOTICE PUBLISHED on the 29th day of November 2024.

THIS ORDINANCE having been submitted and considered in writing in the form set out above was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the 10th day of December, 2024 and final publication was made in the Alexandria Town Talk on the 13th day of December, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

DELIVERED: DATE: _____ TIME: _____

RECEIVED: DATE: _____ TIME: _____

To consider final adoption of an ordinance authorizing the mayor to enter into a professional service agreement for General Utility Regulatory Compliance, System Analysis and Design Professional Services.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: Utilities

Date: November 18, 2024

Title: Ordinance to award Professional Services Contract to GDS Associates, Inc for General Utility Regulatory Compliance, System Analysis and Design Professional Services.

Explanation of Proposal:

Additional Information Attached ☐

Requests For Qualifications (RFQ) was issued by the Utilities Division for the subject contract. One RFQ proposal was received by GDS Associates, Inc. After review of the GDS Associates, Inc. proposal, the Utilities Division is recommending for the council to award the professional services contract to GDS Associates, Inc. GDS Associates, Inc. has significant experience with the Alexandria Utility System and has provided exceptional service under previous contracts.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-218500-531110

Expense Amount: \$300,000 estimated

Account Line Item: Professional Fees

Remaining Amount: \$

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:



October 10, 2024

The City of Alexandria is requesting statements of qualifications from interested firms or design professionals to enter into a contract with the City for **GENERAL UTILITY REGULATORY COMPLIANCE, DESIGN AND OTHER RELATED PROFESSIONAL SERVICES** for the Alexandria Utilities System. The design professional will be selected for such work to be approved and the appropriate fee shall be negotiated.

Pertinent qualification information desired will at a minimum consist of:

- A. Specialized experience and technical competence of the firm for the following services:
- Perform comprehensive review and analysis of city utility system, including the utility compliance program;
 - Assist the City with the continued operation of the AUS in energy markets consulting, utility system facilities planning, utility system finance and economic analysis, power and energy forecasts, transmission system analysis, and rates and regulatory support
 - Assist the City in electric reliability compliance, including the NERC Critical Infrastructure Protection (CIP) systems; including writing and amending policies and procedures and providing training for subject matter experts for the Electric Distribution and Electric Production departments.

Other services to be provided include the following:

- Energy marketing consulting
- Utility system facilities planning
- Utility system finance and economic analysis
- Power and energy forecasts
- Rates and regulatory support
- Transmission enterprise services
- Transmission and policy regulations
- Resource planning
- Consulting engineer's report for bond issues
- Management Consulting Services and Procurement (RFP)
- Fuel supply and regulation
- Transmission system interconnect and load flow analysis
- Performance testing and start-up services
- Utility system facilities planning and design
- Transmission design and distribution planning
- Regional Transmission Organization power markets pricing and consulting
- Transmission transactions and valuation
- Asset Management
- Review of cost-of-service and revenue enhancement options
- Risk management
- Environmental services and permitting

- Review and analysis of power supply and natural gas supply billing
- Audit of existing and review of proposed Utilities Division contracts
- Negotiations of contracts with perspective suppliers
- Due diligence reviews
- Utility system master planning
- Reports on utility system conditions and operations
- Serve as engineer of record on certain utility projects

- B. Capacity to perform the work within time limitations.
- C. Past experience on contracts with the City of Alexandria and/or past experience with utility systems of a similar size.
- D. Evidence of Liability Insurance with a minimum limit of \$1,000,000. (The selected consulting firm, design professional, or company will be required to show evidence of Liability Insurance in the amount of \$2,000,000 prior to commencing work.)
- E. Evidence of a good faith effort to comply with the City's AFEAT Program.

Under the City's AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program), participation by minority and/or disadvantaged business enterprise firms is encouraged. The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing: the competitive viability of small business, minority, and women business enterprise by providing contract, technical, educational, and management assistance; business ownership by small business persons, minority persons, and women (including professional service opportunities); and the procurement by the City of professional services, articles, equipment, supplies, and materials from business concerns owned by small business concerns, minority persons, and women.

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

- A. Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.
- B. Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.
- C. Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department, the Central Louisiana Business Incubator, and the State of Louisiana Department of Minority Affairs.
- D. Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League, the Central Louisiana Business Incubator, and the Entrepreneurial League System.
- E. Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, and other relevant information.

For more information on AFEAT and the City of Alexandria's Diversity in Action Initiative, and to explore a local and statewide directory of minority businesses, please visit www.diversityinaction.org. Good faith compliance with the City's AFEAT Program will be a consideration during the evaluation of

responses. Evidence of good faith compliance and/or letters of engagement with potential subcontractors shall be submitted with the RFQ response.

Selection Factors

Proposals will be scored out of 100 total points based on the following factors:

1. Experience of the firm or sub-consultant with similar work. **(35 points)**
2. Capacity of the firm to complete the work in a proper and timely manner given the firm's current workload, staff availability, resources, and commitment. **(25 points)**
3. Past experience on contracts with the City of Alexandria and/or past experience with utility systems of a similar size. **(30 points)**
4. Evidence of a good faith effort to comply with the City's AFEAT Program. **(10 points)**

Qualification statements will be received until 12:00 P.M., November 14, 2024, Director of Utilities Office, 915 North Third Street, Alexandria, LA 71301 or emailed to marcus.connella@cityofalex.com.

Requests For Qualifications (RFQ) for Professional Engineering Services from a Licensed Professional Engineering Firm to advise, design and evaluate the Alexandria Utility System for regulatory compliance and system needs.

Questions:

Questions regarding this request shall be directed to the City of Alexandria (COA) at:

Marcus Connella
Utilities Director
(318) 449-5010
Marcus.Connella@cityofalex.com

Statements of Qualification:

Five (5) hardcopy statements of qualification and one (1) electronic copy must be received by the CoA by 12:00 p.m. on November 14, 2024. All copies of the statements must be plainly identified as "**GENERAL UTILITY REGULATORY COMPLIANCE, DESIGN AND OTHER RELATED PROFESSIONAL SERVICES**" for Alexandria Utilities System and delivered or mailed to:

City of Alexandria Utility Department
Attn: Mr. Marcus Connella, Director of Utilities
915 Third Street
Alexandria, LA 71301

AGREEMENT FOR PROFESSIONAL/CONSULTING SERVICES
BETWEEN
THE CITY OF ALEXANDRIA
AND
GDS ASSOCIATES, INC.

THIS AGREEMENT, effective the 1st day of January 2025, made and entered into on the days and dates below shown, by and between the City of Alexandria, herein represented by Jacques M. Roy, Mayor (herein sometimes referred to as the "City"), and GDS ASSOCIATES, INC. (herein sometimes referred to as "Professional").

WITNESSETH

WHEREAS, the City desires to continue to operate the AUS in accordance with all enabling legislation, including Ordinance 179-2016; and

WHEREAS, continued operation of the AUS shall include the ability to undertake a comprehensive review and analysis of its utility system, including the utility compliance program; and

WHEREAS, the City desires to engage the services of an engineering firm to assist the City with the continued operation of the AUS in energy markets consulting, utility system facilities planning, utility system finance and economic analysis, power and energy forecasts, transmission system analysis, and rates and regulatory support; and

WHEREAS, the City desires to use persons with appropriate experience to perform these functions with specific regard to projects of city-wide impact; and

WHEREAS, the Director of Utilities and City Attorney, recommend this Agreement, with City Attorney having certified this Consultancy meets the Administration's three-way test of being value-adding, addressing a niche that civil service does not and is not suited to address currently, and meeting an articulable need; and

WHEREAS, more particularly, this determination to recommend this Agreement considered the policy of the Administration to—(i) ensure the city has permanent personnel for services of continuing need; (ii) ensure the city has access and control of the programming and operations at all times; (iii) ensure that if consultants are used there exists the following: (A) a declared need for professional services certified to be outside the scope of what the city can provide; (B) a declaration such services are not more appropriately committed to civil service; (C) a declaration the services fulfill a particular, specialized need which must be addressed; and (D) a declaration the consultancy is limited to the city's needs and not open-ended; and

WHEREAS, GDS ASSOCIATES, INC. has considerable, unique, and leading experience and has provided certain professional and/or consulting services of the nature requested herein; and

WHEREAS, the City desires to undertake this consultancy under the auspices and supervision of the office of the Mayor as instructed by the Divisions of Utilities and Legal, which instruction shall be final and binding in all respects including but not limited to performance parameters, confidentiality, interpretation of existing law, policy, and strategy, unless violative of codes of professional conduct, ethical rules, or this contract; and

WHEREAS, GDS ASSOCIATES, INC., a professional engineering consultant firm, is therefore qualified to do the work required by this agreement for the City of Alexandria given its extensive background.

NOW THEREFORE, the City of Alexandria and GDS Associates, Inc. for the considerations and under the conditions set forth agree as follows:

- I. Scope of Service to be performed by Professional under the auspices and supervision of the office of the Mayor:
 - A. Assist the City in electric reliability compliance, including the NERC Critical Infrastructure Protection (CIP) systems; including writing and amending policies and procedures and providing training for subject matter experts for the Electric Distribution and Electric Production departments.
 - B. In addition to the above listed duties the Professional will do the following as authorized by the office of the Mayor:
 - a. Energy marketing consulting
 - b. Utility system facilities planning
 - c. Utility system finance and economic analysis
 - d. Power and energy forecasts
 - e. Rates and regulatory support
 - f. Transmission enterprise services
 - g. Transmission and policy regulations
 - h. Resource planning
 1. Consulting engineer's report for bond issues
 - J. Management Consulting Services and Procurement (RFP)
 - k. Fuel supply and regulation
 1. Transmission system interconnect and load flow analysis
 - m. Performance testing and start-up services
 - n. Utility system facilities planning and design
 - o. Transmission design and distribution planning
 - p. Regional Transmission Organization power markets pricing and consulting
 - q. Transmission transactions and valuation
 - r. Asset Management
 - s. Review of cost-of-service and revenue enhancement options
 - t. Risk management
 - u. Environmental services and permitting
 - v. Review and analysis of power supply and natural gas supply billing
 - w. Audit of existing and review of proposed Utilities Division contracts

- x. Negotiations of contracts with perspective suppliers
 - y. Due diligence reviews
 - z. Utility system master planning
 - aa. Reports on utility system conditions and operations
 - bb. Serve as engineer of record on certain utility projects
- II. Professional shall request a task order prior to engaging in any services for City. A task order shall provide requisite authorization for work performed under this Agreement.
- III. The City Agrees to:
- A. Compensation:
 - 1. This Agreement covers professional services for GDS Associates, Inc. for which compensation will be at the rates on the GDS Associates, Inc. Fee Schedule as described in Attachment "A" attached hereto and which is incorporated herein and made a part hereof.
 - 2. GDS Associates, Inc. shall submit itemized invoices for services rendered on or before the 5th day of each month. Payment by the City of Alexandria shall be made in accordance with policies of the City of Alexandria. Itemized invoices shall include detailed description of work performed by professional(s) at rate provided for in Attachment "A." Any ambiguity as to work performed that has not been authorized by the City shall not be compensated.
 - B. Reimburse all reasonable out of pocket expenses, including costs of photography, travel, printing, and video production, but not including gasoline or vehicle expenses which are included in the hourly rate on local travel. Out of town travel, if authorized by the mayor's office, shall be compensated at the standard government rate or the standard rates established by the City of Alexandria.
 - C. Provide administrative contact persons as liaison between the City and GDS Associates, Inc., who may include the Chief of Operations, Director of Utilities and members of the Legal Division.
 - D. Provide GDS Associates, Inc. with all criteria and necessary information for completion of projects, including furnishing GDS Associates, Inc. with all existing studies, reports, and other data available to City pertinent to each project.
 - E. Review and examine all Services provided by GDS Associates, Inc. to City and, when necessary, obtain counsel, whether legal or otherwise, in connection with decisions made pursuant to or collateral to such Services.

IV. Assignability:

GDS Associates, Inc. shall not assign any interest in this contract, and shall not transfer any interest without prior written consent of the City of Alexandria.

V. Acknowledgement of Exclusion of Workman's Compensation Coverage:

GDS Associates, Inc. herein expressly agrees and acknowledges that its company and its employees are Independent Contractors as defined in R. S. 23:1020(5) and, as such, it is expressly agreed and understood between the parties that the City of Alexandria shall not be liable to the Professional for any benefits or coverages provided by the Workman's Compensation Laws of the State of Louisiana.

VI. Waiver of Sick and Annual Benefits

It is expressly agreed and understood between the parties entering into this professional services contract, that GDS Associates, Inc., acting as an independent contractor and its employees, shall not receive sick and annual benefits from the City of Alexandria.

VII. Duration of this Agreement:

- A. This Agreement shall be valid beginning January 1, 2025, and ending December 31, 2027, unless terminated earlier by either party in accordance with this contract.
- B. Either party to this Contract may terminate the Contract by giving the other party written notice of said intention to terminate at least ten (10) days before the date of termination or termination sought if before the term expires. Upon receipt of such notice, all actions on behalf of the City shall cease and a proper accounting for time, activity, and status of items shall be rendered forthwith to ensure no detriment to the City occurs. This Agreement is therefore terminable at the will of either party, without the need for cause.
- C. For purposes of this section, the Mayor of the City of Alexandria is authorized to terminate this contract without further Council approval.

VIII. Amendment of Agreement:

This Agreement may be amended by written mutual consent of the respective parties, without further council approval unless it be to modify the object of the agreement or modify the rate of compensation; additions to scope shall be permitted by amendment, including extensions set forth by Section VII. For the consideration and under the conditions set forth above, GDS Associates, Inc. has agreed to perform the specified services for the City of Alexandria.

IX. Indemnification

GDS Associates, Inc. may be asked to maintain sufficient professional and general liability insurance and provide continuing proof of same to the City. If requested by the City, the Professional must do so within ten (10) days as a continued condition to this Agreement at the

Professional's expense. At all times hereunder, the Professional further agrees to defend, indemnify, and hold harmless the City of Alexandria, its officers, agents, employees, and assigns from and against any and all claims, actions or causes of action, damages and liabilities arising out of Professional's negligent acts, errors, or omissions in performing the contract services.

X. Entire Agreement

This Agreement constitutes the entire Agreement between the parties with respect to the transactions contemplated by this Agreement, and it supersedes all prior oral or written agreements, commitments, or understandings with respect to the matters provided for in this Agreement.

XI. Governing Law

This Agreement, the rights and obligations of the parties and any claims or disputes relating thereto shall be governed by and construed in accordance with the laws of the State of Louisiana. The parties agree that the venue of any lawsuit brought pursuant to this contract shall be in the 9th Judicial District, Rapides Parish, Louisiana.

XII. Severability

The invalidity, illegality or unenforceability of any portion of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

XIII. Non-Appropriation

The City shall not be in default of this Agreement in the event the City Council fails to appropriate the necessary funds for the payments. ("Non- Appropriation Event"). The continuation of this Agreement is contingent upon the appropriation of funds by the City Council to fulfill the terms/requirements of the Agreement. The City Council shall make an annual good faith effort to appropriate all funds sufficient to pay all amounts due pursuant to the Agreement. If the City Council, after a good faith effort, fails to appropriate sufficient monies to provide for the continuation of the Agreement, or if such appropriation is reduced by the veto of the Mayor or by any other lawful means, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

XIV. Notices

All notices demands, requests, or other communications which may be or are required to be given by any party to any other party pursuant to this Agreement shall be in writing and shall be hand delivered, mailed by first class, registered or certified mail, return receipt requested, postage

prepaid, sent by overnight express mail, postage prepaid, return receipt requested or transmitted by telegram or facsimile, addressed as follows:

President
GDS ASSOCIATES, INC.
Suite 800
1850 Parkway Place
Marietta, Georgia 30067-8237

City Attorney
City of Alexandria
P.O. Box 71
Alexandria, LA 71309-0071

Each party may designate by notice in writing a new address to which any further notice, demand, request or communication shall thereafter be so given, served or sent. Notice shall be deemed given for all purposes at such times as it is delivered to addressee (with the return receipt, the delivery receipt, or with respect to a facsimile, the answer back being deemed conclusive evidence of such delivery) or at such time as delivery is refused by the addressee upon presentation.

This Agreement is signed in duplicate originals. The undersigned represents and warrants that he or she has all rights and authority to enter into this Agreement on behalf of Professional and to bind Professional to the terms set forth above.

WITNESS:

CITY OF ALEXANDRIA

JACQUES M. ROY, MAYOR

Date

WITNESS:

GDS ASSOCIATES, INC.

CHRIS DAWSON,
GDS ASSOCIATES, INC.

Date

ORDINANCE NO. -2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT FOR GENERAL UTILITY REGULATORY COMPLIANCE, SYSTEM ANALYSIS AND DESIGN PROFESSIONAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into a Professional Services Agreement for general utility regulatory compliance, system analysis and design professional services.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26th day of November, 2024.

NOTICE PUBLISHED on the ____ day of November, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of
____ 2024 and final publication was made in the Alexandria Daily Town
Talk on the ____ day of ____, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance rezoning properties located at 3031 and 3105 Dawkins Street from SF-2(Single Family District) to B-3 (General Business District) to allow for the expansion of commercial parking at the site for existing businesses.



AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.
Please insure that the information is clear, concise and current.*

Division/Department: **PLANNING DIV. / ZONING DEPT.**

Date: **7/01/2024**

Title: **ORDINANCE to re-zone properties located at 3031, & 3105 Dawkins St, from a SF-2 to a B-3**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance to rezone a properties located at 3031 and 3105 Dawkins Street ,
Alexandria La. from a Sf-2 (Single family District) to a B-3 (General Business District)
to allow for the expansion of commercial parking at the site for existing businesses.
The Alexandria Zoning Commission met on June 24 ,2024 to review the application
and unanimously voted to recommend APPROVAL of the rezoning to the City Council.

Budget:



Neutral



Within
Existing



Requires
Amendment

Account Number:

Expense Amount:

Account Line Item:

Remaining Amount:

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information: Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 02 2024

CITY COUNCIL

APPLICATION

City of Alexandria ZONING COMMISSION

Planning Division

625 Murray Street – 2nd Floor, Alexandria, Louisiana 71301-8022

(318) 473-1371

www.cityofalexandrialala.com

CONTACT INFORMATION

APPLICANT(S) NAME James B. Vanderhoeven

MAILING ADDRESS P.O. Box 11638, Alexandria, LA 71315

TELEPHONE # (225) 405-6162

EMAIL b.vander@lohs.net

PROPERTY OWNER'S NAME _____

LETTER AUTHORIZING AGENT, if applicable _____

PROPERTY DESCRIPTION

ADDRESS OF PROPERTY 3108 and 3031 Dawkins Street, Alexandria, LA 71301

LEGAL DESCRIPTION _____

Please see attached.

ZONING CLASSIFICATION

PRESENT ZONING CLASSIFICATION SF2

DESIRED ZONING CLASSIFICATION B3

REASON(S) FOR APPLICATION

Request for a change in zoning to bring parking up to current code and accommodate the demand of current and future tenants which will have a positive impact on economic development in the area.

ADDITIONAL REQUIREMENTS

- ☒ \$225 FEE – money order, cash or check. (Fee is non-refundable)
- ☒ A PLAT AND THE REAL ESTATE LISTING OF SUBJECT PROPERTY
- ☒ A LIST OF PROPERTY OWNERS WITHIN 100 FT. OF SUBJECT PROPERTY
- ☒ A PLAT AND THE REAL ESTATE LISTING OF PROPERTY OWNERS WITHIN 100 FT.
- ☒ A SITE PLAN

This information may be obtained from the Rapides Parish Tax Assessors Office

SIGNATURE OF APPLICANT _____

DATE 5/9/24

SIGNATURE OF OTHER OWNERS _____

DATE _____

Application(s) must arrive in Planning Division office SIX WEEKS prior to regular monthly meeting which is the last Monday of each month, with the exception of May and December. Application MUST be made for each separately owned parcel of property. All meetings are held in the City Council Chambers located on 1st Floor of City Hall, 915 Third Street, Alexandria, LA. Applicant will be notified of specific meeting date.
Applicant will be responsible for certified mailing and the cost to property owners within 100 ft.



a CVS Health company

3108 Jackson Street
Alexandria, La 71301

June 24, 2024

To Whom It May Concern:

I am writing this letter regarding our desire for additional parking that our business needs.

Due to the closing of two out of town pharmacies and their business moved to our building, we have more than doubled in needed office space. While the hiring of new employees is always beneficial, we must be able to accommodate them effectively and safely no matter the time of day or night.

Also, the new business is requiring additional deliveries of supplies via UPS, FedEx, and other, sometimes large fleet vehicles that must be able to move through the parking lot around our parked cars.

We appreciate your time and consideration to our request.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Waters".

Tim Waters
General Manger

From: Matt Reynolds mreynolds@advancedoffice.com
Subject: Back Lot Parking--Advanced Office Systems--3028/3030
Jackson St.

Date: Jun 24, 2024 at 1:47:13 PM

To: Bart Vanderhoeven b.vander@lohs.net

Cc: Matt Pokorney MPokorney@advancedoffice.com

To whom it may concern,

I would like to inquire about the possibility of increased parking for our building complex. We, at Advanced Office Systems, regularly contend with the unavailability of parking spots in the rear of the building due to the capacity that the other businesses surrounding us maintain on a daily basis. With the front parking being limited as it is, and the tight quarters maintained due to the proximity of Jackson Street itself, it would be a great asset to our company as we have to unload our freight trucks and park our fleet vehicles in the rear of the building so other businesses and their customers are not impacted by the reduction in spots at the front of the buildings.

Please consider this and let us know if there is anything possible that can be done.

Sincerely and respectfully,

Matt Reynolds

Regional Account Manager

Advanced Office Systems

3028 Jackson Street

Alexandria, LA

Cell: (318) 267-6338

mreynolds@advancedoffice.com

[WARNING: This email is from an external source. Do not click links or attachments unless you recognize the sender and know the content is safe.]

A New Zoning & Parking Design For:
JV Properties
Jackson Street
Alexandria, Louisiana



Jeff Burns Designs

2217 N. 1st St. Suite 101
Alexandria, LA 71301-1011

Facebook Instagram Houzz

Professional & Licensed Architect
Jeff Burns Designs
www.JeffBurnsDesigns.com
MOORE PLANS - 3D DESIGN - CONSULTING

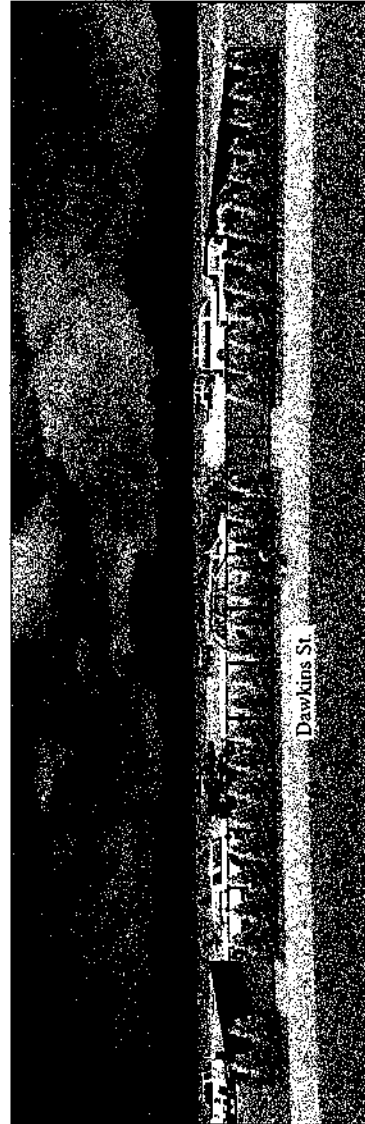
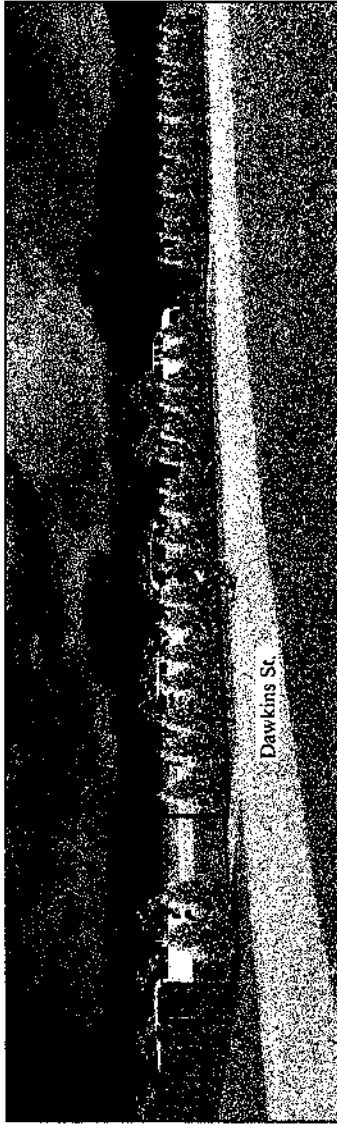
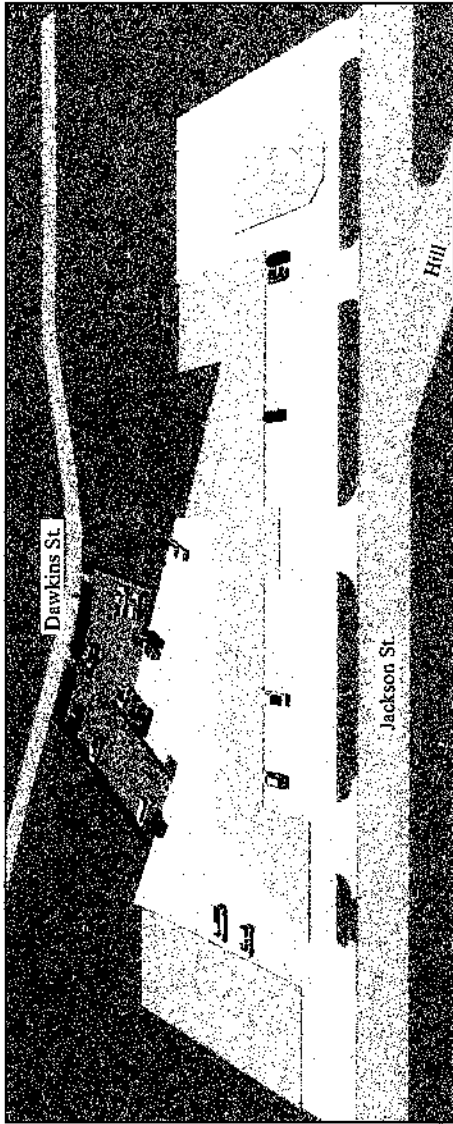


A New Zoning & Parking Design For:
JV Properties
Jackson Street
Alexandria, Louisiana

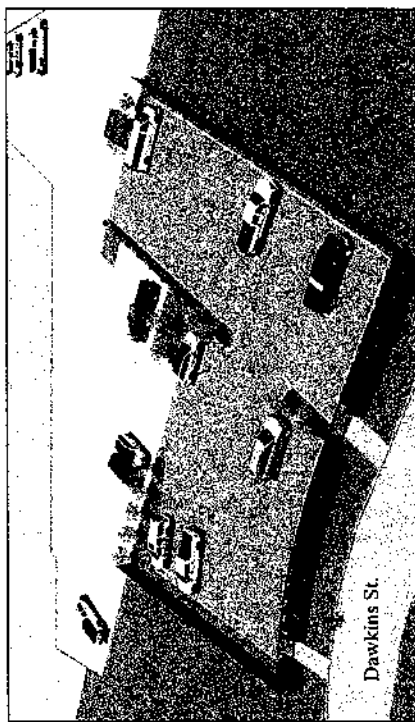
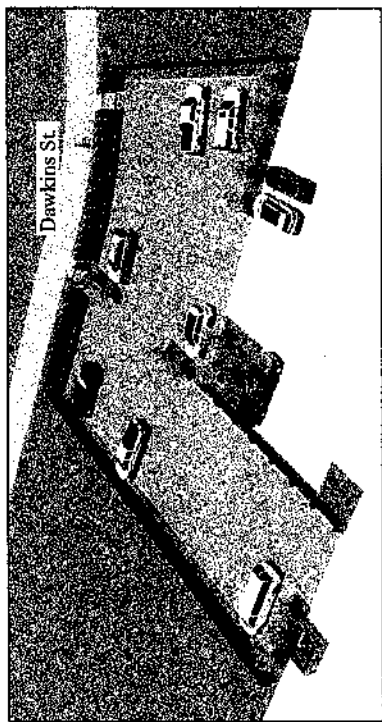
This drawing is the property of Jeff Burns Designs, Inc. and is not to be reproduced, copied, or used in any way without the written consent of Jeff Burns Designs, Inc. All rights reserved. This drawing is not to be used for any other project without the written consent of Jeff Burns Designs, Inc. All rights reserved.

DATE:
6/18/2024
Drawn By:
Jeff R. Burns
Jacob Burns

SHEET:
A-1



3D ILLUSTRATIONS



SITE GENERAL SITE NOTES:

1. OPTIONAL PARKING LOT LIGHTING.
2. VERIFY AREA FLOOD MAPS IF ADDITIONAL ELEVATIONS ARE REQUIRED PER YOUR FLOOD DESIGNATION DETERMINED BY MUNICIPAL CODE.
3. DESIGNER RECOMMENDS THE BUILDER USE THE SERVICES OF A LICENSED LAND SURVEYOR TO ACCURATELY DETERMINE BUILDING CORNERS AS ILLUSTRATED ON SITE PLAN.
4. PARKING AREA SHALL SLOPE MIN. .005 PER FOOT or 1/20 SLOPE AWAY FROM STRUCTURE FOR POSITIVE DRAINAGE.
5. SILT FENCE REQUIRED DURING CONSTRUCTION, HEIGHT AND MATERIAL AS PER MUNI CODE.

CONTRACTOR & TRADES SHALL VERIFY ALL CONDITIONS SUCH AS PROPERTY LINES, SETBACKS, UTILITY EASEMENTS, GRADE ELEVATIONS, DIMENSIONS, UTILITIES, HARD SURFACES, SITE FEATURES, YARD DRAINAGE, AT THE JOB SITE. NOTIFY THE OWNER OF ANY DIMENSIONAL ERRORS, OMISSIONS, OR DISCREPANCIES BEFORE BEGINNING OR WORK.

All independent subcontractors and their crew(s) are subject to complete jobs while successfully following all notes, specs, details and centerlines throughout the entire set of plans. Including but not limited to: floor plan, roof plan, foundation outline, cabinet details, section details, elevations, building sections. While verifying and following all current required codes.

Para todos Los subcontratistas y su grupo o grupos, estan sujetos a completar Los trabajos mientras sigan las notas exitosamente, especificaciones, detalles y lineas centrales a lo largo del conjunto de los planos incluido pero no limitado para: el Plano del piso, el plano del techo, esquema de fundacion, detalles de gabinetes, seccion de detalles, elevaciones, y secciones del edificio mientras este verificando y siguiendo todos Los codigos requeridos

Label	Title	Comments
A-1	Cover	
A-2	Site Plan 1" = 50' Scale & Drawing Index	
A-3	Site Plan & Google 1" = 25' Scale	
A-4	Site Plan 1" = 25' Scale	
A-5	Site Plan 1/8" = 1'-0" Scale	
A-6	New Permeable Parking - Concrete Drive & Parking	

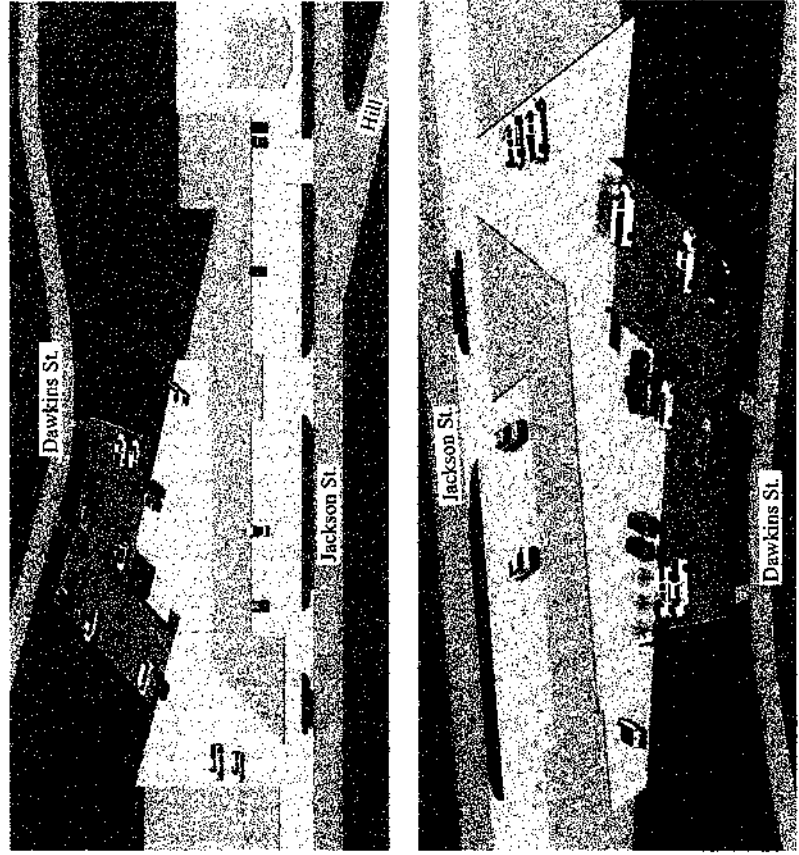
Layout Page Table

DRAWING INDEX

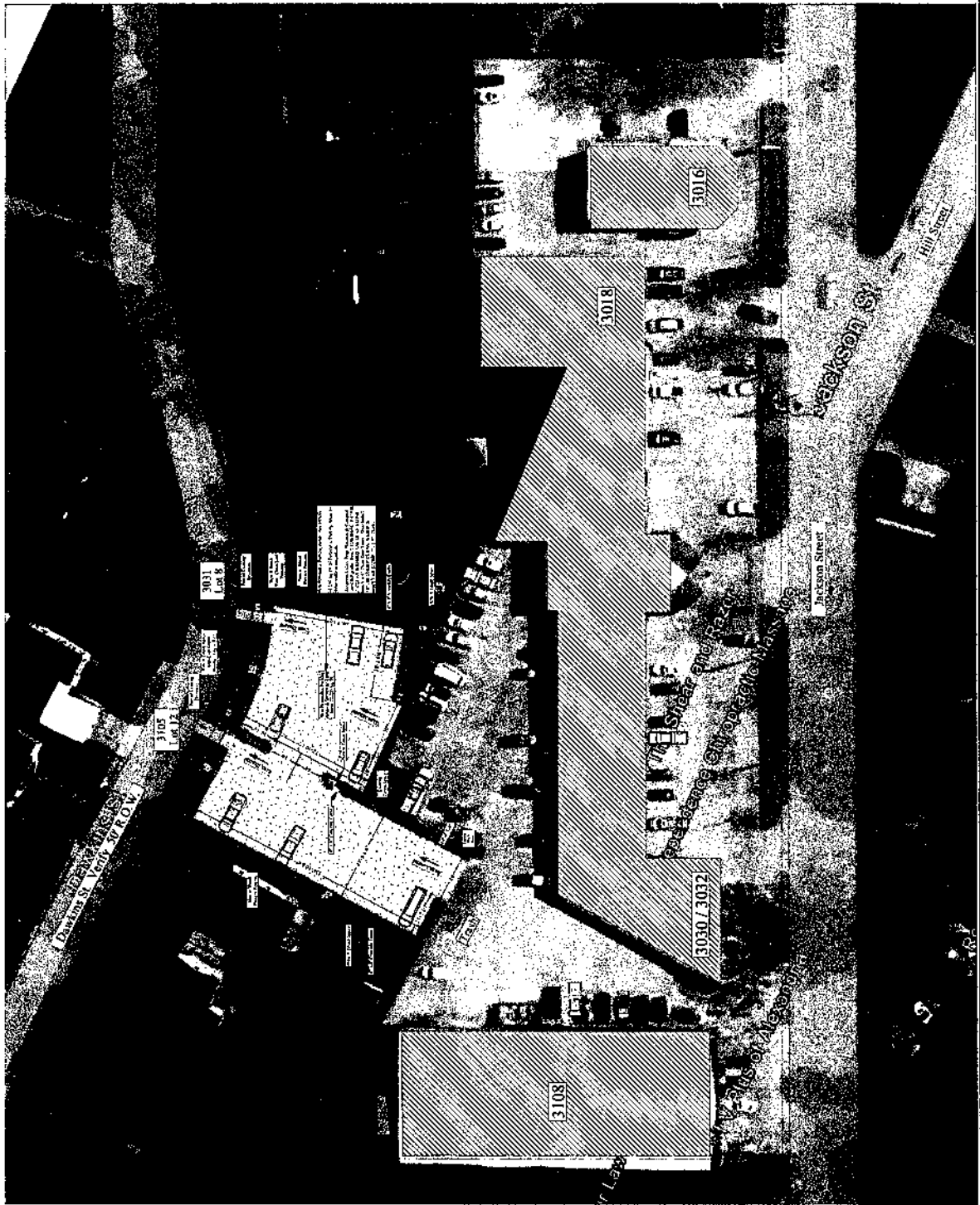
A New Zoning & Parking Design For:
JV Properties
Jackson Street
Alexandria, Louisiana



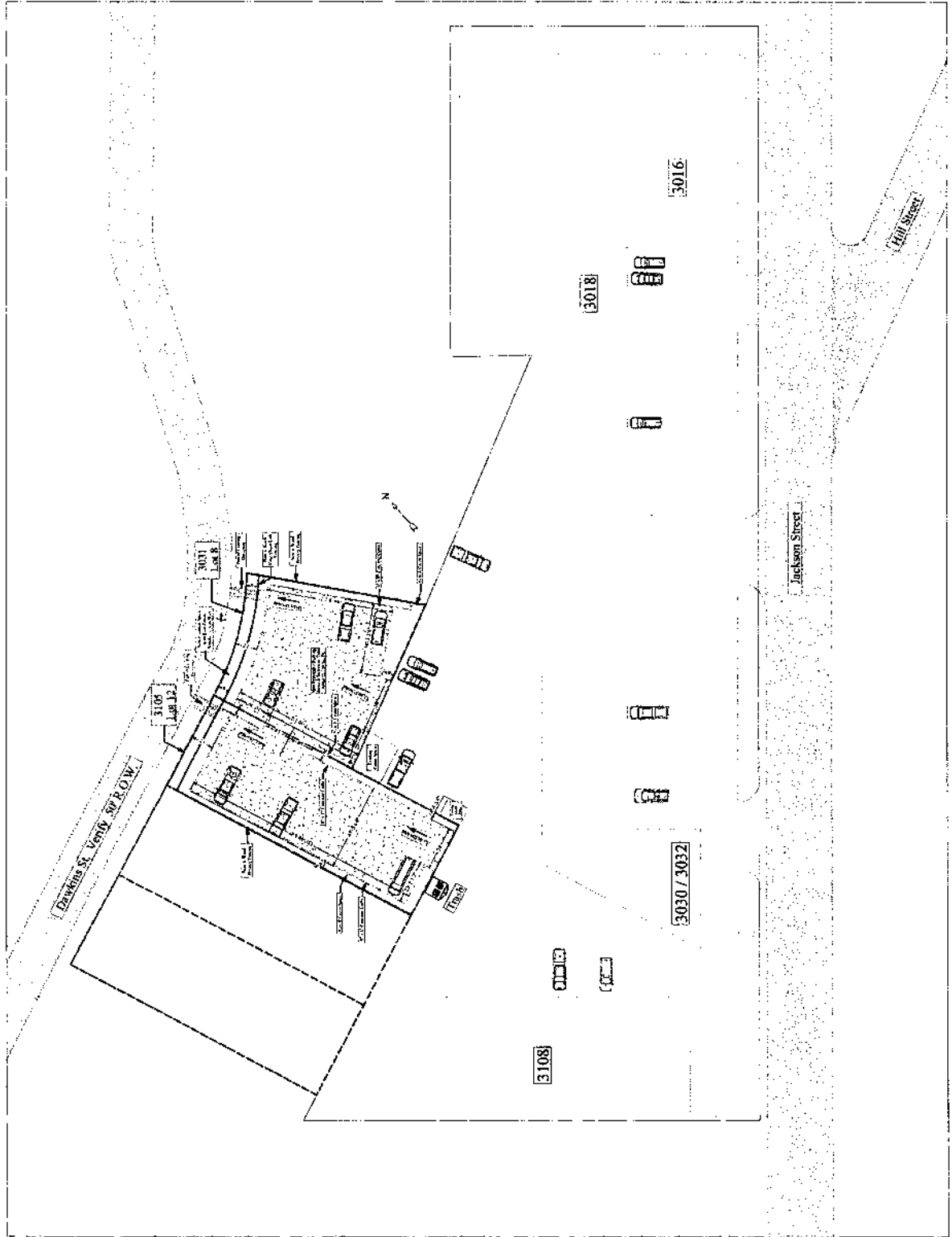
SITE PLAN SCALE 1" = 100'-0"



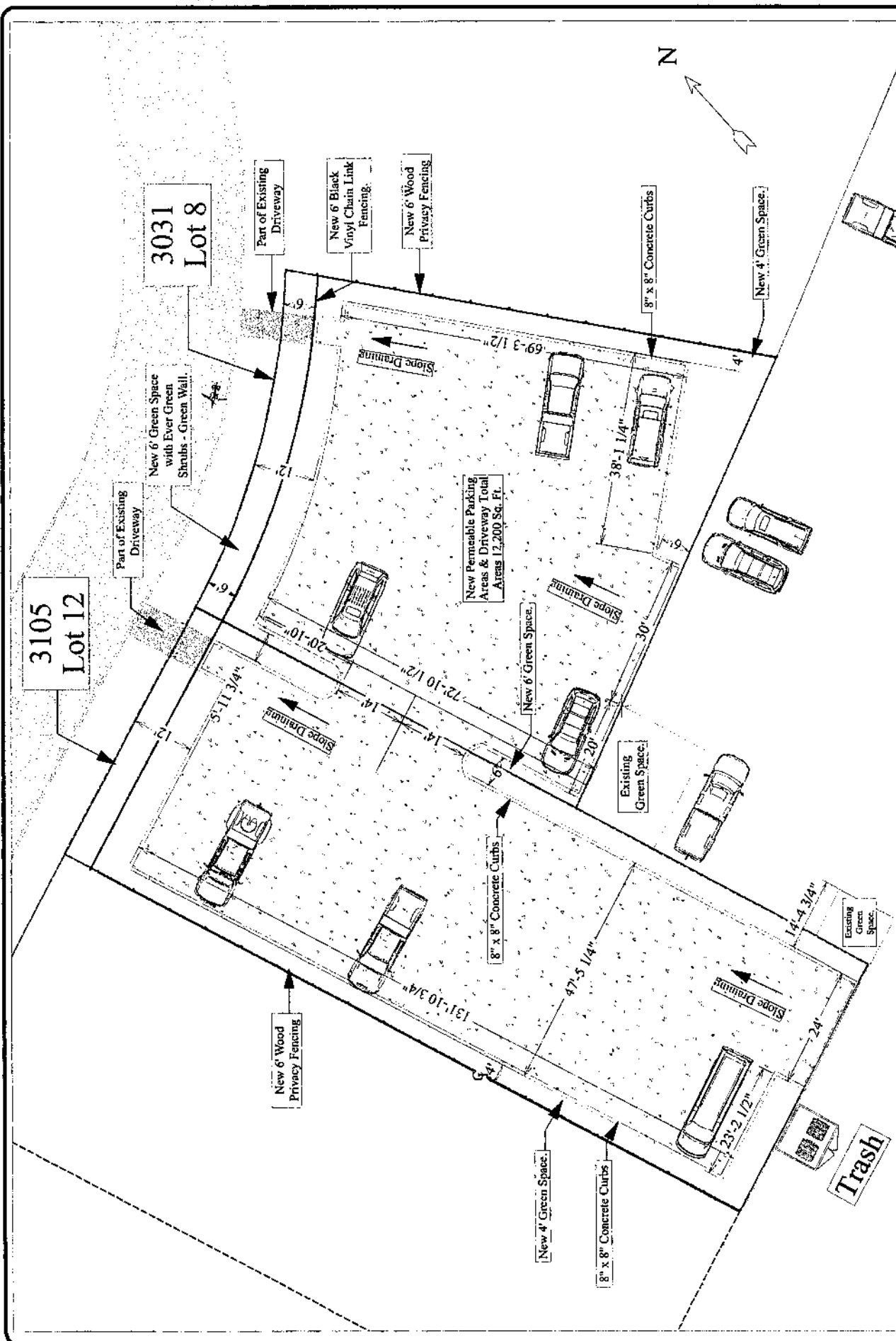
3D ILLUSTRATION



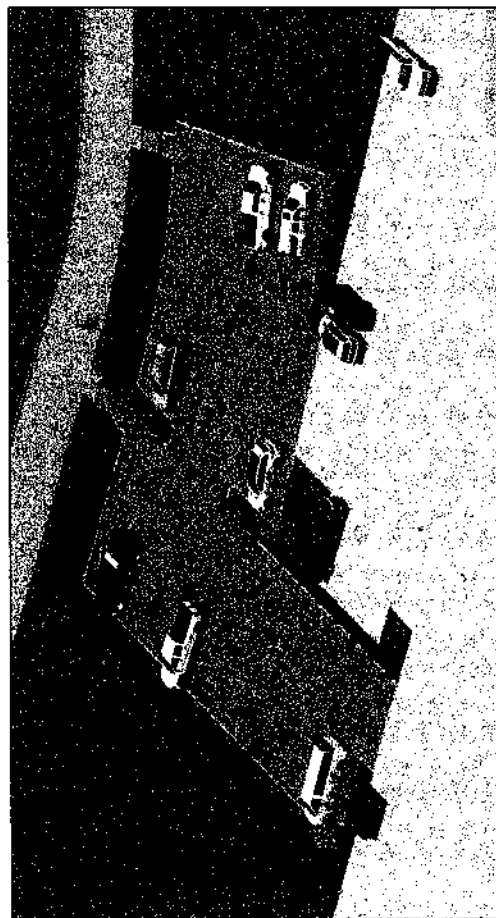
SITE PLAN & GOOGLE SCALE 1"=25'-0"



SITE PLAN SCALE 1"=25'-0"



SITE PLAN SCALE 1/8"=1'-0"



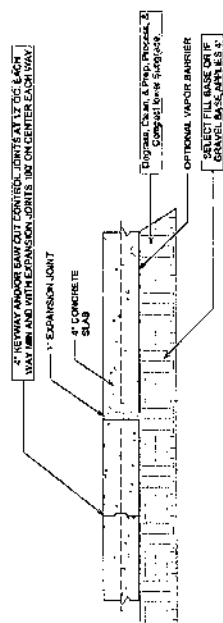
3D ILLUSTRATIONS

New Permeable Parking - Concrete Drive & Parking

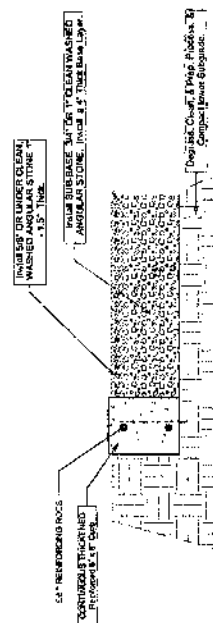
- ALL DRIVEWAYS AND SIDEWALK AREAS SHALL BE A MIN. OF 4" THICK 3000 psi CONCRETE, BROOM FINISH WITH HEAVY MAT WIRE.
- DRIVEWAYS SHALL HAVE KEY WAY CONTROL JOINTS AT 12' OC. EACH WAY MIN.
- DRIVEWAYS SHALL HAVE 4" KEYWAY AND/OR SAW CUT CONTROL JOINTS AT 12' OC. EACH WAY MIN AND WITH EXPANSION JOINTS 100' ON CENTER EACH WAY.
- PARKING LOT SLOPES TO BE .005 PER FOOT OR 1/20 SLOPES.

Permeable Parking Areas for storm water management.

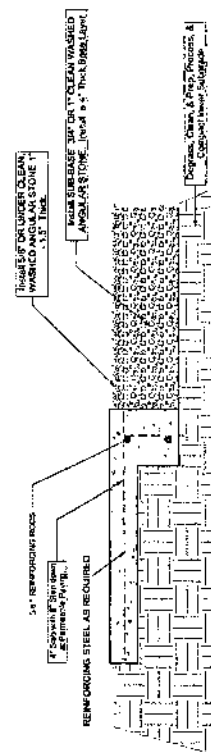
- Degress, Clean, Prep, Process, & Compact lower Subgrade. Install SUB-BASE 3/4" OR 1" CLEAN WASHED ANGULAR STONE. Install a 4" Thick Base Layer. Then Install 5/8" OR UNDER CLEAN, WASHED ANGULAR STONE 1" - 1.5" Thick.



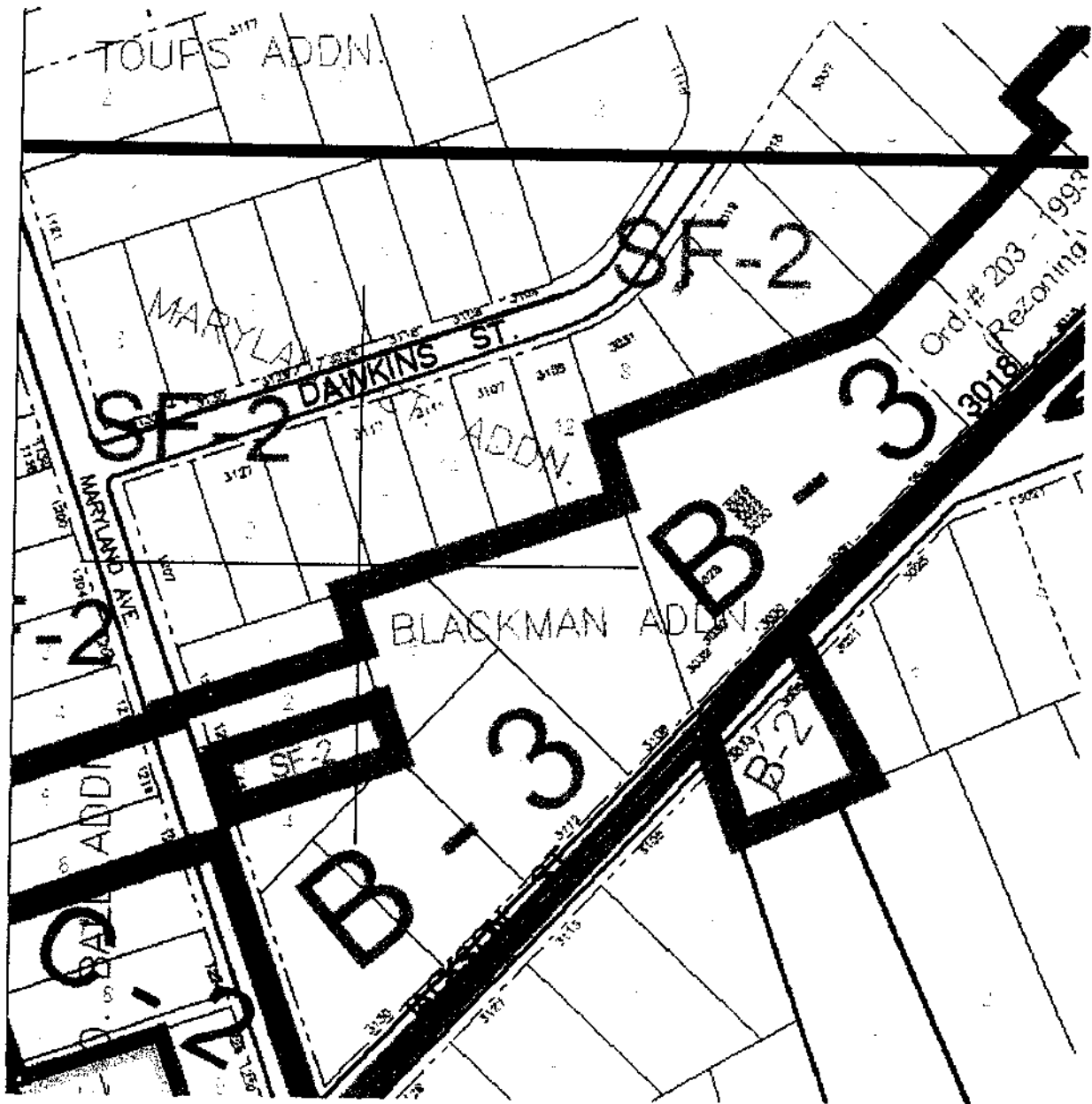
Slab Paving & Expansion Detail



Bearing at Curb Rail at Permeable Paving



4" Concrete Slab at Permeable Paving Connections



MARYLAND

MATTI

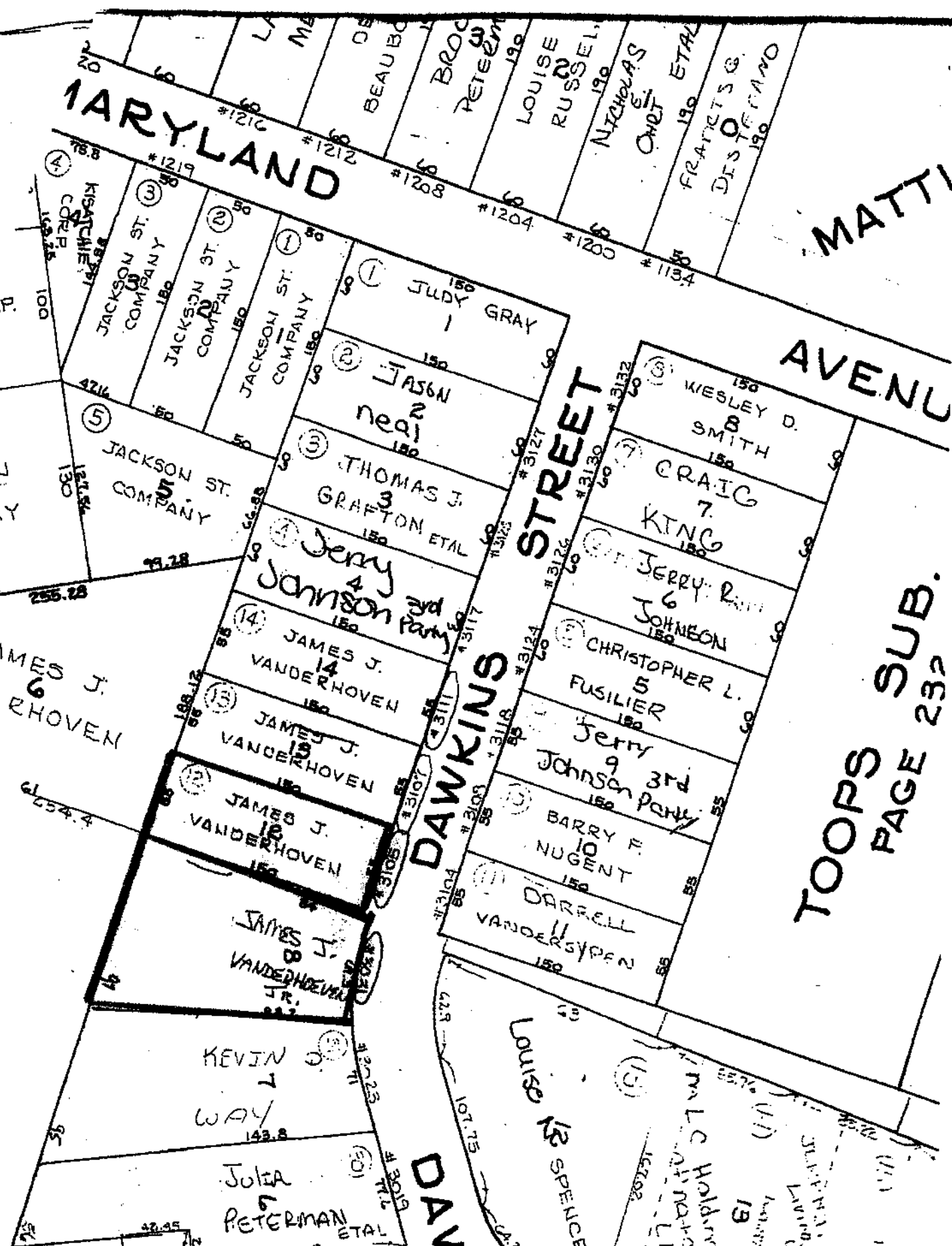
AVENUE

STREET

DAWKINS

WAD

TOOPS SUB.
PAGE 232







RECEIVED

JUL 09 2024

CITY COUNCIL

July 9, 2025

To the Alexandria City Council & Whom It May Concern:

We the undersigned residents in the Dawkins Street neighborhood are not able to attend today's Alexandria City Council Meeting, but would like it to be known that we DO NOT approve of the current attempt by Mr. Vanderhoeven to have the properties under consideration on Dawkins St. changed from residential to commercially zoned properties.

Sincerely,

1. Sara Fuhrer
3113 Nelson St.
Sara Fuhrer
2. George (Bud) Holman
3124 Nelson Street
3. Jordan E. Mode
3026 Nelson St
4. Luchette Pender
1104 Greenbriar St
5. Jo Anne Davis
1107 Greenbriar
6. Kevin W. Ratter
7. Kim Rallis
1108 Greenbriar St.
8. Keith P. Peller
3022 Nelson St.
9. Jane H
3006 Nelson
10. *[Signature]*
3005 Nelson
11. Elijah Hawk
3015 Nelson St
12. Pam C. Viti
3018 Nelson St.
13. Bob & Helen Paul
3008 Nelson St.
Back on Dawkins
14. Jimmy Bertrand
3007 Dawkins St.
15. Julia Ann Parker
3005 Dawkins St
16. Thomas M. Murgis
1111 Greenbriar St
17. Decker Anderson
3104 Dawkins
18. Jerry Chellette
3104 Dawkins
19. Karla Kirby
3113 Dawkins St.
20. Nathan Warren
3124 Dawkins St

ORDINANCE NO

AN ORDINANCE REZONING PROPERTIES LOCATED AT 3031 AND 3105 DAWKINS STREET FROM SF-2 (SINGLE FAMILY DISTRICT) TO B-3 (GENERAL BUSINESS DISTRICT) TO ALLOW FOR THE EXPANSION OF COMMERCIAL PARKING AT THE SITE FOR EXISTING BUSINESSES AND OTHER MATTERS WITH RESPECT THERETO.

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby rezone properties located at 3031 and 3105 Dawkins Street from SF-2 (Single Family District) to B-3 (General Business District) to allow for the expansion of Commercial Parking at the site for existing businesses.

SECTION II: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION III: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

SECTION IV: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 9th day of July 2024.

NOTICE PUBLISHED on the 12th day of July, 2024.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

AND THE ORDINANCE was declared adopted on this the ____ day of July, 2024 and final publication was made in the Alexandria Daily Town Talk on the ____ day of July, 2024.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

Adjourn

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