



Emergency Medical Service Personal Protective Equipment and Related Accessories

A Request for Proposals (RFP) June 23, 2010

Introduction

GNYHA Services, Inc. ("GNYHA Services"), the group purchasing organization affiliated with the Greater New York Hospital Association ("GNYHA"), invites proposals from qualified vendors ("Vendor") that provide Personal Protective Equipment (PPE), including PPE that complies with the NFPA 1951 (Urban Search and Rescue), NFPA 1999 (Emergency Medical Service), and NFPA 1992 (Liquid Splash/Hazardous Materials), and related accessories used by Emergency Medical Service technicians. GNYHA Services provides group purchasing services to GNYHA's nearly 200 not-for-profit hospital members along with members of affiliated hospital associations and, for purposes of this RFP, New York-based EMS-related agencies and organizations (see [Attachment A](#), "Eligible Organizations"). These group purchasing services are designed to enable these hospitals and agencies to reap the advantages associated with volume purchasing.

As a result of this RFP, GNYHA Services expects to enter into a group purchasing agreement with one or more of the bidding vendors and, upon doing so, will inform all Eligible Organizations about the agreement(s) and its/their terms. All Eligible Organizations can participate in the agreement(s) under the terms provided, although participation on the part of any individual organization is voluntary. Each organization that chooses to participate will enter into its own agreement with the Vendor(s), which incorporates the pricing and other terms negotiated by GNYHA Services.

Background

In December, 2006, following a competitive bidding process, GNYHA Services entered into a three-year group purchasing agreement for PPE. GNYHA Services' 2006 PPE contract covered coats, pants and optional items such as Nomex outer shells, Velcro receiver patches, replacement patches, lettering, nylon equipment belts, and additional pockets. The equipment was certified to meet NFPA 1951 and 1999 and FDNY requirements.

Under this current RFP, GNYHA Services is revising and rebidding the agreement to cover both the PPE encompassed in the 2006 agreement as well as related accessories, including high-visibility safety vests, gloves, boots, helmets, and air-purifying respirator (APR) masks. Vendors may submit proposals for any or all of this equipment and accessories.

Equipment/Accessories Specifications

Specific requirements for coats, pants, various coat/pant optional items, safety vests, gloves, helmets, boots, and APR masks are detailed in [Attachment B](#). Please refer to these specifications in preparing your RFP response.

Proposal Content

Please address the following questions and issues:

- I. Vendor Overview**
 - a. Ownership history
 - b. Founding date/years of operation
 - c. Location of company headquarters and satellite offices (if applicable)
 - d. Volume for relevant equipment and/or accessory(ies) for past three years
 - e. Overview of your company's historical and current financial performance
 - f. Contact information for the individual responsible for follow-up within your company (name, title, address, phone, fax, and email)
 - g. Country or countries where your equipment and/or accessory(ies) are manufactured
 - h. Details and dates of any recalls your equipment and/or accessory(ies) have been involved in

- II. PPE and Accessories**
 - a. As applicable, please describe your PPE and how it meets or exceeds all standards as defined by NFPA 1951, *Protective Ensemble for USAR Operations*, 2007 Edition, and NFPA 1999, *Standard on Protective Clothing for Emergency Medical Operations*, 2008 Edition. Please provide documentation of compliance. In addition, please indicate whether your PPE meets or exceeds all standards as defined by NFPA 1992, *Standard on Liquid Splash-Protective Ensembles and Clothing for Hazardous Materials Emergencies*, and 2005 Edition. If it does, please provide documentation of compliance.
 - b. As applicable and pursuant to the attached specifications, please describe the high-visibility safety vests, gloves, helmets, boots, and/or APR masks offered by your company.

- III. Services**
 - a. Does your company provide a warranty on your PPE and/or accessories? If so, please provide all details of the warranty.
 - b. Does your company provide user information guides regarding how to care for and clean the PPE garments?
 - c. Please describe the options available through your company for sizing the PPE (e.g., on-site measurement services, providing tools that enable an organization to perform its own measuring, etc.).
 - d. Does your company provide asset tracking services for tracking the care, cleaning and maintenance of PPE? If so, what software program is used, and how would PPE be tracked by an end-user?
 - e. Does your company provide temporary replacement PPE while equipment is being cleaned? If so, please describe how this service works.
 - f. Does your company provide support for repairs and alterations of the PPE?
 - g. Please describe your company's capabilities and parameters for customizing PPE. For example, what customizing options do you offer? Can organizational insignias and patches be used without voiding the warranty or jeopardizing the integrity of the equipment?
 - h. If applicable, please describe your company's capabilities for APR mask fit-testing.

IV. Pricing, Payment Terms, and Shipping

- a. Please provide a detailed breakdown of your company's standard pricing for all equipment, accessories and services that your company is proposing to offer under this agreement.
- b. Please provide proposed pricing for organizations participating in this agreement, including any list price discounts, prepaid discounts, special pricing and payment terms, and financing options that your company is prepared to offer if it is selected through this competitive process. Of particular interest are pricing, payment terms, and incentives based on purchase volume and payment schedule (e.g., 30, 60, 90 or 120 days). Note: In exchange for the administrative and implementation services that GNYHA Services will be providing in connection with this agreement, GNYHA Services will receive administrative fees from each Vendor with which it contracts in an amount equal to three percent of sales.
- c. Please indicate length of time for shipping your equipment or accessories, guarantees provided for shipping, and any penalties your company incurs for missing shipping deadlines.

V. Current Clients

- a. Please list any current Emergency Medical Service provider and First Responder clients. Please provide at least three (3) references and indicate the volume of PPE and/or related accessories purchased by each reference.

VI. Standard Client Agreement

- a. Please provide a copy of your company's standard client agreement.

Proposal Submission Requirements

Proposals should be double-spaced in 10-12 point fonts with consecutively numbered pages, and no longer than twenty-five (25) pages (excluding appendices). Please submit fifteen (15) copies of the proposal by close of business (5:00 p.m. EDT) on Friday, July 30, 2010 (faxed or emailed submissions will not be accepted) to:

Barbara A. Green, Ph.D., Senior Vice President
New Business Initiatives
GNYHA Ventures, Inc.
555 West 57th Street, 15th Floor
New York, NY 10019

All proposals will be reviewed by GNYHA Services staff and an Expert Advisory Panel comprised of representatives from GNYHA member hospitals and affiliates who are responsible for emergency medical services and emergency preparedness. GNYHA Services expects to award one or more contracts for PPE and related accessories by the end of 2010. GNYHA Services may request additional information during the RFP review and selection process. Questions concerning this RFP may be submitted via email to Barbara Green at green@gnyha.org. No telephone calls, please. Thank you for your interest in this initiative. We look forward to hearing from you.