



**VILLAGE OF INDIANTOWN  
REQUEST FOR INFORMATION  
FIRE AND EMS SERVICES  
RFI NO. 2021-001**

**[www.indiantownfl.gov](http://www.indiantownfl.gov)**

**Mailing Address:** 15516 SW Osceola St, Ste. B., Indiantown, FL 34956

**Email Address:** [sowens@indiantownfl.gov](mailto:sowens@indiantownfl.gov)

**Hours of Operation:** Monday-Friday, 8:00 a.m. – 5:00 p.m.

**Please plan accordingly. Late proposals and/or  
postmarks *may* not be accepted.**

**ALL inquiries should be submitted in writing to:  
[sowens@indiantownfl.gov](mailto:sowens@indiantownfl.gov)**

<b>Solicitation:</b>	RFP 2021-001	<b>RLI Issue Date:</b>	January 27, 2021
<b>Request Description:</b>	Fire and EMS Services		
Public Information Presentations:	February 27, 2021	<b>Time:</b>	9:00 a.m.
Presentation Submittal Deadline:	February 18, 2021	<b>Time:</b>	4:00 p.m.
Question Submittal Deadline:	February 12, 2021	<b>Time:</b>	9:00 a.m.
Optional Pre-Submittal Zoom Meeting:	February 10, 2021	<b>Time:</b>	9:00 a.m.

PRESENTATIONS WILL BE ACCEPTED AND NAMES OF PROVIDERS READ ALOUD AT THAT THE TIME SPECIFIED ABOVE. LATE PRESENTATIONS MAY NOT CONSIDERED.

TO ALL PROSPECTIVE PRESENTERS:

You are hereby invited to submit your presentations for the requirements as specified herein.

**For Physical Presentations (i.e. PowerPoints, etc.):** Please email a copy to [sowens@indiantownfl.gov](mailto:sowens@indiantownfl.gov).

**For Pre-Recorded Video Presentations:** Please submit presentation on a USB drive and mail to 15516 SW Osceola St, Ste. B., Indiantown, FL 34956, Attn: Susan A. Owens.

**For Live Presentations (either in-person or via Zoom):** Please submit an e-mail to [sowens@indiantownfl.gov](mailto:sowens@indiantownfl.gov) notifying the Village that your company wishes to provide a live presentation and their preference for an in-person or Zoom presentation.

**Due to time limitations, the Village reserves the right to invite only certain firms to present on February 27, 2021. This discussion will be made by February 19, 2021, and all respondents will be notified of their status.**

**Point of Contact:**

All requests for information related to this solicitation must be submitted in **writing** and directed to:

Susan A. Owens, MPA, MMC  
Village Clerk, at:  
[sowens@indiantownfl.gov](mailto:sowens@indiantownfl.gov)

**ALL questions must be sent via e-mail, by the question deadline specified above. Questions sent via any other method will not be answered.**

***Village of Indiantown***  
**REQUEST FOR INFORMATION (RFI)**  
**FIRE AND EMS SERVICES - RFI NO. 2021-001**

The Village of Indiantown is a rural community of 9 square miles and approximately 6,800 residents in the westernmost portion of Martin County Florida. The Village was incorporated as a new municipality in 2017. The Village has received fire suppression, 911/advanced life support paramedic services (including ambulance transport), prevention and investigation services under contract from Martin County Fire Rescue.

The Village Council is evaluating its options for an alternative delivery model in the community. On Saturday, February 27, 2021, at 9:00 a.m. EST, the Village Council will host a public information gathering effort, aimed at broadening their understanding regarding service delivery options. As part of this meeting, Council will host a series of “Provider Presentations”, (either in-person, virtually or in a pre-recorded format), to obtain information regarding how these services can be provided and the experience and expertise that should be considered.

We are requesting that interested entities utilize the following outline to guide their presentation. Submitted presentations should be in a video format that is to no more than 15 minutes. Due to time limitations, the Village may choose to limit the number of presentations that are presented either in-person or virtually on the day of the work session. However, all submittals will be reviewed and utilized in this information gathering effort. There is also the potential that follow-up questions from either the Council or Village Staff may be asked in response to your presentation.

- I. Provide an ***Overview of your Companies Experience*** in providing similar services.
- II. Discuss the level of ***Training and Expertise*** of those Personnel who would be providing these services.
- III. Explain your ***suggested approach*** (deployment/staffing/resources available) that could be utilized in Indiantown.
- IV. Identify the suggested ***lead-time*** that would be need for mobilization.
- V. Describe your approach for ***mobilizing additional staffing in managing larger incidents*** or during expanded service demand.
- VI. Discuss your experience in providing similar services and ***factors that have impacted the cost for providing these services.***
- VII. Discuss the type of ***logistical support recommended*** that could be provided by Indiantown that would affect pricing.
- VIII. Provide an overview regarding the ***use of volunteers or reserve personnel*** provided from Village employees or community residents in supplementing your staffing.
- IX. Present any ***other key points or recommendations*** that you can suggest to the Village Council in considering this transition of service responsibility.

Solicitation documents may be obtained by contacting **DemandStar by Onvia** at: **www.demandstar.com** or toll-free at: **1-800-711-1712**. **Vendors who obtain solicitation documents from other sources than DemandStar.com are cautioned that the solicitation**

package may be incomplete. Furthermore, any and all addendums or clarifications will solely be posted and disseminated by DemandStar. All plan holders in DemandStar will automatically be provided, by DemandStar, with any addendums or clarifications issued by the Village.

**VENDORS WHO DO NOT USE DEMANDSTAR, DO SO AT THEIR OWN RISK. THE VILLAGE RESERVES THE RIGHT TO DISQUALIFY ANY PROPOSERS THAT DO NOT INCLUDE ACKNOWLEDGEMENTS OF RECEIPT OF ANY CLARIFICATIONS AND/OR ADDENDUMS ISSUED BY THE VILLAGE THROUGH DEMANDSTAR.**

Respectfully Submitted,  
*Susan A. Owens, MPA, MMC*  
Village Clerk  
Published: January 27, 2021