



Philip Thornton, Ed.D., Superintendent  
Warwick Public Schools

TO: Philip Thornton, Ed. D., Superintendent  
FROM: Anthony Ferrucci, Exe. Director of Finance & Operations  
DATE: January 8, 2020

SUBJECT: Bid Award—Career & Technical Center – EMT Certification Trainer Bid #20-0012

Attached are copies of Ms. Camely Machado and Mr. William McCaffrey's recommendations as well as the only bidder's reply to bid 20-0012 for consideration in awarding the bid for EMT Certification Trainer services for the Career and Technical Center.

Upon review of the documents provided and acknowledging that this is a Grant Funded budgeted expense, I concur with their recommendation to award the bid as follows;

<u>Company</u>	<u>Description</u>	<u>Cost</u>
American Safety Programs and Training, Inc.	Provide EMT certification 8 students@ \$995/student: Training and necessary instructional supplies will be provided as identified in the vendor's bid proposal and in accordance with Warwick Public School's bid #20-0012.	\$7,960.00
<b>TOTAL Award:</b>		<b>\$7,960.00</b>

We are requesting that the School Committee consider awarding this contract at the next meeting scheduled for Tuesday, January 14, 2020.

At the meeting Mr. McCaffrey will be available to answer any questions as they may relate to this recommendation.

Thank you.



Philip Thornton, Ed.D., Superintendent  
[philip.thornton@warwickschools.org](mailto:philip.thornton@warwickschools.org)

CAMELY MACHADO, COORDINATOR  
Non-Instructional Services  
[Cameley.Machado@warwickschools.org](mailto:Cameley.Machado@warwickschools.org)

69 Draper Avenue  
Warwick, Rhode Island 02889  
TEL (401) 734-5033

TO: Anthony Ferrucci  
FROM: Camely Machado  
DATE: January 8, 2020

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**SUBJECT:** EMT Trainer -CTC-Health Occupations Program Bid # 20-0012

Documents for the **EMT Trainer -CTC-Health Occupations Program Bid # 20-0012** were issued on December 6, 2019. On Friday, January 3, 2020, a single proposal was submitted by American Safety Programs and Training, Inc.

Please see the information to support the recommendation by Mr. McCaffrey. Please add this request to the next School Committee meeting.

69 Draper Avenue, Warwick, Rhode Island 02889  
401-734-3101 | [www.warwickschools.org](http://www.warwickschools.org)

WARWICK PUBLIC SCHOOLS DO NOT DISCRIMINATE ON THE BASIS OF AGE, SEXUAL ORIENTATION, RACE, RELIGION, NATIONAL ORIGIN, COLOR OR DISABILITY IN ACCORDANCE WITH APPLICABLE LAWS AND REGULATIONS.

**Warwick Public School District**  
**BID FORM II**

The undersigned as bidder on the indicated project declares that this proposal in all respects is fair and made without collusion with any other person, firm or corporation making a proposal for this work, and that the bidder has carefully examined the specifications and proposes and agrees, if this proposal is accepted, that the said bidder will contract with the Warwick School Committee to furnish all materials specified in the manner and time herein stated.

The only person or parties interested as principals in this proposal, other than the one whose signature is affixed hereto are to be listed here as follows. List any member of your organization who is an employee of the Warwick Public Schools and who has a five per cent (5%) or greater ownership of stockholding in your company. If there are none, state the fact. This includes any intention for subcontracting and must be so signified.

Name <i>Albert Peterson</i>	Address <i>150 Niantic Ave Prov R.I. 02907</i>
Name	Address

In submitting this bid it is understood that the right is reserved by the Warwick School Committee to waive any informalities in or to reject any and all bids in part or in whole, and it is agreed that this bid may not be withdrawn for a period of sixty (60) days from the date due. The Warwick School Committee further reserves the right to award a contract in part or in whole.

Company Name	<i>American Safety Programs &amp; Training In</i>
Representative	<i>Albert Peterson</i>
Mailing Address	<i>150 Niantic Ave Prov. R.I. 02907</i>
Telephone	<i>401-273-6900</i>
E-Mail Address	<i>Apeterson@ASPAandTRZinc.com</i>
Authorized Signature & Title	<i>Albert Peterson Owner</i>
Tax ID Number	<i>11-3727219</i>
How did you find this bid, please check box?	<input checked="" type="checkbox"/> Direct Email Notification <input type="checkbox"/> Providence Journal <input type="checkbox"/> Other _____

Warwick Public School District  
EMT Certification Trainer for the Warwick Area Career & Tech  
#20-0012

The Warwick Area Career & Technical Center Health Occupations Program is seeking a certified Emergency Medical to train Eight(8) Level 3 students will be participating in this training for the second semester of the 2019-2020 school year.

Scope of Services

Emergency Medical Technician Program

Full Training of students leading to EMT Certification:

180-hour EMT Program as directed by the NREMT Basic National Curriculum.

- Dedicated to Training the entire class time
- Complete clinical time along with online testing provided by ASP & Training Inc
- Responsible for the day to day operations of the EMT training programs
- Students Quizzes and exams
- Provide training equipment for skills labs
- Quality assurance program
- Help Schedule Clinical Time for Students
- Required State of R.I. Department of Health and the National Registry of EMT 's paperwork
- Proposed training must be equivalent to the specifications outlined
- The company and instructors must meet the curriculum and training requirements for students to be eligible to take the National Registry and the State of Rhode Island Certification Exam
- The company will deliver the training school grounds and must be adaptable to the school schedule and changes that may arise and must help schedule the Ride time for students to complete the required Ride Along
- The company must provide all specialized equipment for training purposes
- The trainer must provide a National BCI to The Warwick Area Career & Technical Center

Please provide a proposal identifying any and all documents to support the proposal.

## AMERICAN SAFETY PROGRAMS & TRAINING, INC.

"Teaching Others to Save Lives"

150 Niantic Avenue Providence RI 02907

Contact us: Telephone: (201) 273-6900 Fax (201) 353-0162 Email: [apeterson@aspandtrinc.com](mailto:apeterson@aspandtrinc.com)

# Proposal

Proposal Date: 12/26/19

Contact: Warwick Area Career and Technical Center  
575 Centerville Road  
Warwick, RI 02886

Re: The EMT 2020 Proposal for the Warwick Area Career and Technical Center

Date: 12/26/19

At: Above Mentioned Address

Program Director: Albert Peterson CAO of American Safety Programs & Training Inc. EMT-C,  
R.I. EMS I/C

### Scope of Services

#### Emergency Medical Technician Program

##### 2.1 Full Training of students leading to EMT Certification:

180-hour EMT Program as directed by the NREMT Basic National Curriculum.

##### 2.2 Dedicated to Training the entire class time:

Our Syllabus is mandated to follow the State of RI D.O.H and US Department of Education guidelines. Which dictates to the allotted time from the classroom. This is defined in each student's handbook.

##### 2.3 Complete clinical time, along with online testing provided by ASP & Training Inc:

We have 12 clinical sites, as a minimum, to utilize for our EMT Basics to complete the required clinical time.

##### 2.4 Responsible for the day to day operations of the EMT training programs including, but not limited to:

#### 2.4.1 Students Orientation:

At the first session we conduct the students Orientation to the program.

#### 2.4.2 Instructor assignments:

Our Instructor assignments are scheduled and confirmed prior to the start of the program.

#### 2.4.3 Students Quizzes and exams:

ASP & Training Inc will provide and administer all quizzes and exams throughout the program. We will also review all quizzes and exams after they are completed. This is defined in the syllabus.

#### 2.4.4 Provide training equipment for skills labs:

Asp & Training Inc will provide all training equipment for all skills labs

#### 2.4.5 Quality assurance program:

Because ASP & Training Inc. is Accredited and has an exemption by the Rhode Island Post-Secondary Commissioners off ice to teach the EMT Program at a Post-Secondary level, we are mandated to have a Quality Assurance and Quality Improvement programs.

#### 2.4.6 Conflict Resolution:

As part of our requirement to become Accredited by the US Department of Education we are mandates to have a Conflict Resolution policy. This is defined for and in the Student Handbook.

#### 2.4.7 Help Schedule Clinical Time for Students:

ASP & Training Inc. from Its inception in 2006, has always scheduled the Clinical time using our student porthole online hospital clinical time request computer program. We teach our students how to utilize this program free of charge, when the student must request a date and time to complete clinicals.

#### 2.4.8 Required State of R.I. Department of Health and the National Registry of EMT 's paperwork:

ASP & Training Inc agrees to complete all required paperwork with all students. At the final class, a PowerPoint presentation is completed that directs all students on the requirements of the R. I. D.O H. and the NREMT 's procedures to become Certified and Licensed as n EMT Basic. The Program Director and the Lead Instructor of the program distribute all necessary paperwork to the students. Once the paperwork/ applications are completed, the Program Director collects the paperwork/applications and process them for the students.

2.

#### 3.1 Submitted quote must be valid for 60 days:

ASP and Training Inc quote is valid for 60 days.

3.2 Proposed training must be equivalent to the specifications outlined:

ASP & Training Inc agrees to conduct the program according to the specifications outlined.

3.4 The company and the instructors must meet the curriculum and training requirements for students to be eligible to take the National Registry and the State of Rhode Island Certification Exam:

Because ASP & Training Inc is already R.I. D.O.H Accredited, our Program Director and all EMT instructors meet / exceed the requirements needed to train all students to be eligible to take the National Registry and Rhode Island Department of Health Certification Exams.

ASP & Training Inc. has just completed the EMT Programs for the City of Providence 's Fire Department Trainees. We successfully had 100% of our EMT students pass the NREMT and the R.I. D.O.H. exams.

3.5 The company will deliver the training school grounds and must be adaptable to the school schedule and changes that may arise and must help schedule the Ride time for students to complete the required Ride Along:

ASP & Training Inc has a long history of teaching Health and Safety Certification classes within other school systems. We are very accustomed to teaching in the schools, according to the school schedules. We have many Articulation and Training site agreements with many of the RI Fire and Rescue Departments. this allows us the opportunity to schedule Ride along time for all our students.

3.6 The company must provide all specialized equipment for training purposes:

ASP & Training Inc will provide all specialized equipment needed for training purposes.

Each student receives an American Heart Association BLS Healthcare Provider CPR Certification. There is no extra charge for this Certification. Successful students are guaranteed to receive their CPR Certification Cards no longer than 48 hours from the completion of the CPR class.

We have the distinctive honor of being the number one EMT school in RI. Our graduating EMT students have the highest passing rate of all RI EMT students that take the R.I. Department of Health final exam and the NREMT computer-based Certification exam. These statistics are provided by the National Registry of EMT's and the Rhode Island Department of Health.

The cost of the program is \$995.00 (Nine Hundred and Ninety-Five dollars) per student. The price includes textbook, all required orientation paperwork and State required class documentation, storage of course records per State regulations, and required tee shirt for Ride Along clinical rotation.

## Warwick Public School District

Each bidder is required to complete this inquiry form, regardless of past projects completed at the Warwick Public Schools.

Bank Reference	Citizens Bank
Contact Person at Bank	OMAR Melan

Minimum of three contracts performed recently of a similar nature with the following detail.

Name: Melissa Cafferty	Address: 1828 Mineral Spring Ave
Value of Contract: ~ 10,000	Completion Date: In Progress
Contact Person at Job: S.A.A.	
Detail of contract performed: Teaching CNA class & EMT in the school	

No Prior  
RR 0290

Name: Zach Farrell / Cranston V. Tech	Address: 100 Metropolitan Ave Cranston
Value of Contract: 2 <sup>9</sup> 10,000	Completion Date: In Progress
Contact Person at Job: Zach Farrell	
Detail of contract performed: EMT Training in school	

RR 0290

Name: Chace High School	Address: 453 Switch Rd Abol River Junction
Value of Contract: ~ 10,000	Completion Date: In Progress
Contact Person at Job: Perry Auth	
Detail of contract performed: EMT Program / School	

RR

Authorization to investigate is hereby granted to Warwick Public Schools officials by:

Name & Title	
Company	
Signature	





# Warwick PUBLIC SCHOOLS

Philip Thornton, Ed.D., Superintendent  
[philip.thornton@warrickschools.org](mailto:philip.thornton@warrickschools.org)

William D. McCaffrey  
Director  
Warwick Area Career and Technical Center

575 Centerville Road  
Warwick, Rhode Island 02886  
TEL (401) 734-3150

TO: Anthony Ferrucci  
Camely Machado

FROM: Bill McCaffrey *W.D.M.*

DATE: January 7, 2020

SUBJECT: ASPT# 20-0012

American Safety Programs and Training, Inc was the only bidder to specifications for EMT training for students in the Health Occupations program. No other bidder met specifications. My recommendation based upon input from the Health Occupations program instructor is to purchase goods and services from the American Safety Programs and Training, Inc.

Please note that grant funds will be utilized to support these purchases. Should you require additional information, please do not hesitate to contact me.