

**HABERSHAM COUNTY BOARD OF COMMISSIONERS**

**EXECUTIVE SUMMARY**

**SUBJECT: Contract between Habersham County and the Georgia Emergency Management and Homeland Security Agency (GEMS/HS)**

**DATE:09/30/2024**

**RECOMMENDATION**

**POLICY DISCUSSION**

**BUDGET INFORMATION:**

**STATUS REPORT**

**ANNUAL-**

**OTHER**

**CAPITAL-**

**COMMISSION ACTION REQUESTED ON: 10/21/2024**

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**PURPOSE:**

Seek commission approval of renewing the contract between the Georgia Emergency Management and Homeland Security Agency and Habersham County acting through the HC BOC and its Department of Emergency Services” to provide evacuation transportation assistance.

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**BACKGROUND / HISTORY:**

- a) This is a renewal of the current agreement for Habersham County Emergency Services to provide evacuation services if needed.
  - b) Natural or man-made events may cause the need for persons in hospitals, nursing homes or other residential-type structures to be moved to an area of safety.
  - c) As part of the Emergency System in the State of Georgia, we are responsible for assisting if possible.
  - d) Habersham County can bill GEMA/HS for the services as outlined in the contract.
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**FACTS AND ISSUES:**

- a. This is a renewal of a previously existing agreement.
  - b. b) The original agreement listed Habersham County Emergency Services as the “Contractor” and this is altered in the current contract to read “Habersham County acting through the HC BOC and its Department of Emergency Services”
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**OPTIONS:**

- 1) Approve recommendation:
  - 2) Deny recommendation:
  - 3) Commission defined alternative:
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**RECOMMENDED SAMPLE MOTION:**

Motion to approve the contract between the Georgia Emergency Management and Homeland Security Agency and Habersham County acting through the HC BOC and its Department of Emergency Services” to provide evacuation transportation assistance when needed and feasible.

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**DEPARTMENT:**

Prepared by:

Jeffrey D. Adams

Director: \_\_

Jeffrey D. Adams \_\_\_\_\_

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**ADMINISTRATIVE  
COMMENTS:** \_\_\_\_\_

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\_\_\_\_\_ **DATE:** \_\_\_\_\_

County Manager

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# GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

**BRIAN P. KEMP**  
GOVERNOR



**JAMES C. STALLINGS**  
DIRECTOR

## **Contract for Vulnerable Population Evacuation Transportation Services**

The Georgia Emergency Management and Homeland Security Agency (GEMA/HS) seeks contractors to provide motor coach, paratransit, and ambulance evacuation transportation services in the event of a disaster situation within the State of Georgia. It is expected that this contract would be activated only during a Governor's declared State of Emergency. It is expected that there will be multiple awards of this contract and contractors may be selected on any or all types (motor coach, paratransit, ambulances) of vehicles.

Executed Contracts should be sent to Aaron Biggs, GEMA/HS Logistics Section via email attachment or by mail to Georgia Emergency Management and Homeland Security Agency, Post Office Box 18055, Atlanta, Georgia 30316-0055. Questions concerning the contract can be directed to Sharon Peavy at [sharon.peavy@gema.ga.gov](mailto:sharon.peavy@gema.ga.gov) or by telephone at 404-635-2104 or Aaron Biggs at [aaron.biggs@gema.ga.gov](mailto:aaron.biggs@gema.ga.gov) or by telephone 404-635-7228 / Greg Koller at [greg.koller@gema.ga.gov](mailto:greg.koller@gema.ga.gov) or by telephone at 404-635-7228. Any questions related to the E-Verify process should be directed to [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify) or call 1-888-897-7781.

Contract for Vulnerable Population Evacuation Transportation Services Attachments:

1. Contract for Services
2. Exhibit A: Scope of Work and Vehicle Availability Emergency Transportation Services
3. Exhibit B: Anticipated Rates of Reimbursement for Contracted Transportation Services
4. Exhibit C: Immigration and Security Form (Georgia Security and Immigration Compliance Act Affidavit: Contractor Affidavit)
5. Exhibit D: Immigration and Security Form (Georgia Security and Immigration Compliance Act Affidavit: Subcontractor Affidavit)
6. Exhibit E: Immigration and Security Form (Georgia Security and Immigration Compliance Act Affidavit)

CONTRACT #CS000252

BY AND BETWEEN THE  
GEORGIA EMERGENCY MANAGEMENT AND  
HOMELAND SECURITY AGENCY (GEMA/HS)  
STATE OF GEORGIA

AND

**HABERSHAM COUNTY EMERGENCY SERVICES  
4263 HOLLYWOOD HWY, CLARKESVILLE, GA 30523**

Now comes this agreement entered into the **1<sup>st</sup> day of July of 2024**, by and between Habersham County Emergency Services LLC, FEI #58-6001495 (hereinafter called the "Contractor") and the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) (or its successor as determined by state law), State of Georgia (hereinafter called the "Agency").

The parties hereto do mutually agree as follows:

1. Employment of Contractor. The Agency hereby agrees to engage the Contractor and the Contractor agrees to perform these services hereinafter set forth in fulfillment of the responsibilities of the Agency.
2. Scope of Services. Contractor will provide evacuation transportation assistance. A detailed description of the Scope of Services is attached as Exhibit A. No work may be accomplished by Contractor and no expense may be incurred by Agency without the express written consent of Agency in the form of a Purchase Order.
3. Time of Performance. The initial term of the contract is for one (1) calendar year and shall begin and end on the dates specified herein, unless terminated earlier in accordance with the applicable terms and conditions. GEMA/HS shall have four (4), one (1) year options to renew, which options shall be exercisable at the sole discretion of GEMA/HS. Renewal will be accomplished through the issuance of a Notice of Amendment. In the event the contract shall terminate or be likely to terminate prior to the making of an award for a new contract for the identified products and/or services, GEMA/HS may, with the written consent of the awarded supplier, extend the contract for such period of time as may be necessary to permit GEMA/HS's continued supply of the identified products and/or services. The services of the Contractor shall commence on July 1, 2024 and end on June 30, 2025
4. Compensation. Total compensation under this contract shall be determined by sum total of individual Purchase Orders executed under the provisions of this contract. Purchase Orders shall be executed at the time of the event and shall specify the specific number and type of vehicles requested. Payment for the requested vehicles shall be in accordance with the Reimbursement Rate Schedule attached as Exhibit B. Compensation will be paid as invoiced by contractor after programmatic approval has been granted by the GEMA/HS. This amount shall not be exceeded

without an addendum to the contract, signed by both parties. Any travel cost for the personnel, will be paid according to the State of Georgia Travel Regulations as issued by The State Accounting Office and The Office of Planning and Budget.

5. Method of Payment. For and in consideration of the deliverables provided pursuant to this agreement, the Agency shall pay contractor the cost specified in contractor's Purchase Order upon submission by contractor of an invoice that complies with the requirements set forth in the Scope of Work subject to approval by the Agency. The Agency will provide the contractor with a template for the contractor to use when submitting their invoice. Each invoice for payment must include an invoice number and be itemized to identify the activities being billed. Invoices for services provided are to be submitted within thirty (30) days of service delivery. Failure of the Contractor to follow this invoice format will result in the invoice being returned unpaid to the Contractor until the correct invoice format is followed. The invoices will be paid by the Agency within thirty (30) days of the date the invoice is received by the Agency.
6. Debarred, Suspended, and Ineligible Status. This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 44 CFR Part 17 and maintenance of a Drug Free Workplace (44CFR, Subpart F). The Contractor certifies that it and its principals:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public (Federal, State, or local) transaction or contact under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or locally) with commission of any of the offenses enumerated in paragraph (6) (b) of this certificate; and
  - d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and
  - e.) As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Sections 17.615 and 17.620, the applicant certifies it will continue to provide a drug-free workplace per referenced regulations.
7. Illegal Immigration Reform and Enforcement Act CE-Verify. This regulation is required to verify compliance with O.C.G.A. 13-10-91, stating affirmatively that the Contractor has registered with and is participating in a federal work authorization program, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91. The Contractor will go to [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify) to complete Exhibit B, C or D if one of the following criteria applies:

- a.) Exhibit C – Contractors with more than one (1) employee, or are incorporated or a LLC.
- b.) Exhibit D – If a Contractor will be sub-contracting to perform work under the state contract, the Sub-Contractor is required to complete Exhibit D.
- c.) Exhibit E – If a Contractor sub-contracts with any additional Sub-Contractors after signing this contract, they are required to complete and submit Exhibit D within five (5) days of the addition.  
Any questions regarding the E-Verify process can be answered by calling The Department of Homeland Security at 1-888-897-7781.

- 8. Ambulance License. Contractor must provide a copy of its state approved license to operate as an ambulance service within the state of Georgia.
- 9. Termination of the Contract for Cause. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner the Contractor's obligation under this contract, or if the Contractor shall violate any of the covenants, agreements or stipulations of this contract, the Agency shall therefore have the right to terminate this contract by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In that event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this contract shall, at the option of the Agency, become the property of the Agency and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

Notwithstanding any other provision of this agreement, the parties hereto acknowledge that the Agency, as a State Entity of the State of Georgia, is prohibited from pledging the state's credit. In the event that the source of payment for the total obligation no longer exists or is insufficient with respect to the deliverables, this agreement shall terminate without further obligation of the Agency as of that moment. The determination of the Agency of the events stated above shall be conclusive.

- 10. Termination for the Convenience of the Parties.  
The Contractor or Agency may terminate this contract at any time by giving written notice to the other party of such termination and specifying the effective date thereof, at least thirty (30) days prior to the effective date of such termination. In that event, all finished or unfinished documents and other materials shall, at the option of the Agency, become the Agency's property.
- 11. Release of Product of Services to the Public Restricted. The Contractor shall not release or deliver any of the final products of the Contractor's services required hereunder to the general public or any local official until authorized to do so by the Agency.
- 12. Changes. The Agency may from time to time, require changes in the Scope of Services of the Contractor to be performed hereunder. Such changes, including any increase or decrease of the Contractor's compensation, which are mutually agreed upon by and between the Agency and the Contractor, shall be incorporated as written amendments to this contract.

13. Assignability. The Contractor shall not assign any interest in this contract, and shall not transfer any interest in the same (whether by assignment or notation), without the prior written consent of the Agency thereto; provided however, that claims for monies due or become due to the Contractor from the Agency under the contract, may be assigned to a bank, trust company or other financial institution without such approval. Notice of such assignment or transfer shall be furnished to the Agency promptly.
14. Relationship of the Parties. Contractor warrants that all work performed by or on behalf of contractor under this contract shall be performed as an independent contractor. Contractor shall be responsible for compliance with all laws, rules and regulations involving their respective employees, including (but not limited to) employment of labor, hours of labor, health and safety, working conditions, workers' compensation insurance, and payment of wages and contractor agrees to indemnify and hold harmless the Agency and the State of Georgia from any loss resulting from the breach of these warranties. This contract shall not be construed so as to create a partnership or joint venture between contractor and the State or any of its State Entities.
15. Indemnification. Contractor hereby waives, releases, relinquishes, discharges and agrees to indemnify, protect and save harmless the State of Georgia (including the state tort claims trust fund), the Agency, their officers and employees (collectively "indemnitees") of and from any and all claims, demands, liabilities, loss, costs or expenses for any loss or damage for bodily injury (including but not limited to death), personal injury and property damage caused by any act or omission of contractor, its employees, agents, subcontractors or any other party acting on behalf of contractor (collectively, the "indemnity claims"). This indemnification extends to the successors and assigns of the contractor, and this indemnification and release survives the termination of this agreement and shall also survive the dissolution or, to the extent allowed by law, the bankruptcy of the contractor. If and to the extent such damage or loss is covered by this indemnification is covered by the state tort claims fund or any other self-insurance funds maintained by the Agency (collectively, the "funds"), the contractor agrees to reimburse the funds for such funds paid out by the funds. To the extent permitted by the constitution and the laws of the State of Georgia and the terms of the funds, the contractor and its insurers waive any right of subrogation against the State of Georgia, the indemnitees, and the funds and insurers participating thereunder, to the full extent of this indemnification. Contractor shall, at its expense, procure the insurance policies required by this agreement, in coverage amounts as specified in this agreement, with endorsements waiving rights of subrogation against the state, the indemnitees, the funds and insurers participating thereunder. Contractor shall, at its expense, be entitled to and shall have the duty to participate in the defense of any suit against the indemnitees. No settlement or compromise of any claim, loss or damage asserted against indemnitees shall be binding upon indemnitees unless expressly approved by the indemnitees.
16. Findings Confidential. Any reports, data, or the like given to or prepared or assembled by the Contractor under this contract which the Agency requests to be

kept confidential shall not be made available to any individual or organization by the Contractor without prior approval of the Agency.

17. Copyright. No reports, data or other documents produced in whole or in part under this contract shall be the subject of an application for copyright by or on behalf of the Contractor.
18. Contractor Accounting Requirements. Contractor agrees to maintain books, records, documents, and other evidence pertaining to the costs and expenses of this agreement (collectively the "records") to the extent and in such detail as will properly reflect all payments received under this agreement. Contractor's accounting procedures and practices shall conform to Generally Accepted Accounting Principles and the costs properly applicable to the agreement shall be readily ascertainable there from.
19. Records Retention. Contractor agrees to make available at all reasonable times during the period set forth below any of the records of the contracted work for inspection or audit by any authorized representative of the Agency (or Federal) or the Georgia state auditor (or Federal auditor). Contractor shall preserve and make available its records for a period of five (5) years from the date of final payment under this agreement, and for such period, if any, as is required by applicable statute or this agreement. If the agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of five (5) years from the date of any resulting final settlement. Records which relate to appeals, litigation, or the settlements of claims arising out of the performance of this agreement, or costs and expenses of any such agreement as to which exception has been taken by the state auditor (or Federal auditor) or any of his duly authorized representatives, shall be retained by contractor until such appeals, litigation, claims or exceptions have been disposed of.
20. Access to Records. The Contractor agrees to give the Agency (or Federal) or the State Auditor (or Federal auditor), through any authorized representative, the access to and the right to examine all records, books, papers or documents related to the contract.
21. Right to Audit. The Contractor agrees to give the Agency (or Federal) or the State Auditor (or Federal auditor), through any authorized representative the right to audit all records and books of account related to the contract.
22. Notices. All notices, requests, or other communications (excluding invoices) hereunder shall be in writing and either transmitted via overnight courier, electronic mail, hand delivery or certified or registered mail, postage prepaid and return receipt requested to the parties at the following addresses. Notices will be deemed to have been given when received. Contact address is as follows:



Georgia Emergency Management and Homeland Security Agency	Habersham County Emergency Services
P.O. Box 18055	4263 Hollywood Hwy
Atlanta, Georgia 30316-0055	Clarkesville, Georgia 30523
Attn: Sharon Peavy, Finance Department	Attn: Brandalin Carnes

23. Limitation of Liability. Except as otherwise provided in this contract, contractor shall not be liable to the Agency and the State of Georgia for remote or consequential damages. Except as otherwise provided in this contract, liability to the Agency and the State of Georgia for any and all claims of damages arising out of this agreement shall be limited to direct damages and shall not exceed the total amount paid to contractor for the performance of this contract. No limitation of contractor liability shall apply to contractor's liability for loss or damage to State of Georgia equipment or other property while such equipment or other property is in the sole care, custody and control of contractor personnel. Contractor hereby expressly agrees to assume all risk of loss or damage to any such State of Georgia equipment or other property in the care, custody and control of contractor personnel. Contractor further agrees that equipment transported by contractor personnel in a vehicle belonging to contractor, personnel (including any vehicle rented/leased by contractor or contractor personnel) shall be deemed to be in the sole care, custody and control of contractor personnel while being transported. Nothing in this section shall limit contractor's indemnification liability arising from claims brought by any third party against the Agency and the state.

24. Entire Agreement. This Agreement, including all Exhibits and documents incorporated hereunder, constitutes the entire agreement between the parties with respect to the subject matter and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written. No agreement to this Agreement shall be valid unless made in a writing of equal dignity and signed by both parties. No representation, request, instruction, directive or order, made or given by any official of the Agency or of any agency of the State of Georgia, whether verbal or written, shall be effective to amend this Agreement or excuse or modify performance hereunder unless reduced to a formal amendment and executed as set forth above.

IN WITNESS WHEREOF the Agency and the Contractor have executed this agreement as of the date first above written.

*Brandalin Carnes*

Brandalin Carnes, County Clerk  
Habersham County Emergency Services

FEI # 58-6001495

10 / 07 / 2024

Date

*Tracy Wilson*

Tracy Wilson, Finance Director  
Georgia Emergency Management and  
Homeland Security Agency

10 / 07 / 2024

Date



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Ty Akins, Chairman  
Board of Commissioners  
Habersham County, Georgia

10 / 07 / 2024

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Date

## **EXHIBIT A**

### **SCOPE OF WORK AND VEHICLE AVAILABILITY EMERGENCY STANDBY TRANSPORTATION SERVICES / NON-EMERGENCY VEHICLES**

This is an Emergency Standby Transportation Services Scope of Work. The Georgia Emergency Management and Homeland Security Agency (GEMA/HS) seeks contractors to provide motor coach, paratransit, and ambulance evacuation services in the event of a disaster situation within the state of Georgia. It is expected that this contract would be activated only during a Governor's declared State of Emergency. It is expected that there will be multiple awards of this contract and contractors may be selected on any or all types (motor coach, paratransit, ambulances) of vehicles.

#### **SCOPE OF WORK/SPECIFICATIONS:**

##### **DELIVERY/PERFORMANCE LOCATION**

###### **Background**

Natural and man-made disasters have the potential to occur at any time throughout the state and may require a significant segment of the population to be evacuated from those impacted areas. This contract may involve evacuations for all possible hazards. Hazard analysis for GA indicates that hurricanes pose the greatest threat to the state and would impact a large percentage of the state's population. Current hurricane disaster modeling indicates the potential that a substantial portion of the population in the coastal evacuation zones will need transportation to evacuate from those areas. This population may be general population, people considered to have functional and medical needs who reside in a non-institutional setting, or people residing in hospitals, nursing homes, personal care homes, assisted living and hospice facilities. Although state and local governments have plans to assist the population, there are a finite number of assets readily available to assist in the case of a major mass evacuation operation. To meet the projected numbers of evacuees, the State of Georgia will augment government assets with contractor supplied vehicle support. Additionally, state and local governments have plans to assist the population in evacuating in other than hurricane disasters, i.e., planning for mass evacuations resulting from any natural or man-caused catastrophic event. As with hurricane disaster modeling, catastrophic event planning suggests a substantial portion of the population lacks transportation and the State of Georgia will assist mass evacuations with contractor supplied vehicle support.

###### **Mobilization, Activation, and Response Times**

Contract performance requires operating in an environment that is not typical of normal operations.

Contractor is expected to monitor the National Hurricane Center Forecast Cone from June 1 – November 30 each year on the National Hurricane Center (NHC) website: <https://www.nhc.noaa.gov>. If the cone

touches any Georgia coastal county at 120 hours out the provider agrees to go into a standby for activation mode and begins planning for providing support to GEMA/HS prior to formal notice from GEMA/HS.

Evacuation operations in a hurricane response will normally occur over a three-day period with the contractor potentially having up to twelve hours to mobilize upon notification. For other disaster evacuation responses, the timeframe may be shorter depending on the event. GEMA/HS may opt to hold vehicles in a staging area until the storm has past to assist with any immediate evacuations required for personnel that remained in the area and later require evacuation. The contractor shall commence work immediately upon receiving activation notification and complete all work within the prescribed time. Contracts awarded under this solicitation will be activated only upon notification from the Georgia Emergency Management and Homeland Security Agency.

Mobilization could include activation of the full fleet of vehicles or partial activation of a smaller number of vehicles, depending on the nature and scope of the event.

Contractor shall be responsible for operating and maintaining the vehicles used in the performance of the resulting contract in accordance with federal, state and local laws, regulations and safety and property management requirements. This will include obtaining appropriate liability insurance coverage, a copy of which must be provided to the agency. It should be noted that due to the emergency nature of this requirement, state and local conditions may be altered. The Contractor shall be responsible for providing services and support subject to any changes in situational emergency status.

Purchase Orders for services rendered will be issued upon activation however, due to the unpredictable nature of emergencies, contractors may be asked to mobilize before a purchase order can be issued. Contractor shall be prepared to mobilize on verbal authorization from an approved State employee.

Upon receipt of an activation order, (verbal or in the form of a purchase order), the contractor will provide transportation services and furnish the number of required vehicles to meet the projected demand within the time constraints given in the activation order. All vehicle resources will be considered for effective mass evacuation operations.

Once the contractor identifies the vehicles available, the contractor will provide the Ambulance Identification (VIN or VID Number) for each vehicle, crew member's information and contact information for service. For reimbursement purposes the contractor is responsible to keep the EMS Evacuation Transportation log (Attachment 1) with information regarding the time that each vehicle left service and time back in service, and provide it to GEMA/HS Finance. The information will be compared with the Resource Request list in WebEOC. Also all requirements as outlined in Section 5 of the contract must be completed before payment processing can begin.

Emergency directions and information for control of vehicle operations, direction, and prioritization will be provided by the GEMA/HS State Operations Center or its authorized agent/contractor. Contractors will be required to provide specific vehicle/driver information for inclusion in Disaster Management software (WebEOC) for evacuation management purposes. Contractors may be required to input this data after training provided by GEMA/HS. Once directions have been given, the implementation of the orders is the responsibility of the Contractor.

If available, the contractor or contractor's professional association is requested to provide a representative to augment the State Operations Center (SOC). If a representative is unavailable to be

present in the SOC, a representative will be made available for contact on a 24 hour basis. The designated representative or point of contact to GEMA/HS will serve as a subject matter expert and adviser. Because emergency evacuation operations and the SOC operate on a 24 hour, seven day a week schedule, the designated representative of the contractor or professional association shall assure that adequate personnel, including backup drivers are available to maintain continuity and coverage throughout the disaster response operation. As a minimum, coordination will be made twice a day, with the representative to the SOC providing information and data necessary for daily reports and current logistical situation updates. There will be state vehicle staging areas where the vehicle fleet will assemble as they arrive from points of origin. Vehicles should arrive at the staging area ready to be assigned a locality pick- up/drop off point and depart immediately to pick-up point where local authorities will assemble evacuees. These will be the points at which the state-provided vehicles will manifest and embark evacuees to assigned drop off point.

During evacuations operations contractor will assure all vehicles/drivers are equipped with cell phone, radio (such as Southern Linc. Etc.) or satellite communication capabilities that allow contact with dispatch operations, and the State Operations Center. Adequate back up communication must be supplied. In addition, it is recommended that vehicles have GPS tracking capability or other systems that provide real time tracking, such as AVLS.

Any requirements for meals and water for evacuees will be the responsibility of locality pick up point management, including healthcare facilities and County Staging Areas.

All vehicles must have operational air conditioning.

It is envisioned that the contracted service may also provide, if able, any medical transport or single resource required for operations under ESF 8 during a state declaration evacuation.

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**SPECIAL NOTE: Requirement for All Vehicles:**

The Pets Evacuation and Transportation Standards Act (PETS Act) of 2006 provides that the transportation of evacuees' household pets and service animals to congregate shelters from pre-established pickup locations. The contractor will allow up to two (2) small caged/leashed/muzzled pets per evacuee aboard each motor vehicle. Pets shall not be placed in baggage, overhead storage spaces or in the aisles. Evacuees will be responsible for all pet care. The contractor will pay cleanup or sanitization costs resulting from pet transport. Definition of a household pet is a domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the house for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets do not include reptiles (except turtles), and animals kept for racing purposes. Service animals include any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped objects.

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## **AMBULANCES:**

### **Ground Ambulance Resources**

A ground ambulance is a vehicle designed and equipped to provide out-of-hospital or inter-facility emergency medical care, evacuation, and transportation services. The vehicle is staffed by a state licensed/certified team experienced and actively involved in the care and transportation of ambulance patients who cannot be safely transported by other means.

Recognizing that these vehicles are usually in service, the Contractor has estimated it can furnish the State of Georgia under the terms and conditions set forth herein the following minimum number of vehicles:

### **Ground Ambulance Vehicle Types**

- **Basic Life Support (BLS) Ground Ambulance** - Licensed ambulance in accordance with state and local laws. The ambulance must be staffed by BLS personnel in accordance with state and local laws, e.g., attendant must be minimally certified as an Emergency Medical Technician.
  
- **Advanced Life Support (ALS) Ground Ambulance** - Licensed ambulance in accordance with state and local laws. Ambulance must be staffed by ALS personnel in accordance with state and local laws, e.g., attendant must be minimally certified as a Paramedic.
  
- **Bariatric ALS Ground Ambulance** - In addition to meeting the requirements of an Ambulance at the paramedic or ALS level, the bariatric ambulance is vehicle that has been designed to transport patients whose physical weight would exceed the ability of most ground ambulances to transport safely. The Bariatric ALS Ground Ambulance shall have a stretcher rated to carry at least 700 lbs. and must either be 29" wide or compatible with a stretcher converting bariatric board to meet the width criteria. Also, one of these commercial stretcher loading devices must be installed:
  - A winch and ramp system configured in such a way that two responders can easily and safely load and unload a bariatric patient into the ambulance, or
  - The stretcher must be equipped with a hydraulic or mechanical system that allows for unassisted raising and lowering of a patient of at least 700 lbs.
  
- **BLS Medical-Evacuation bus** - The BLS med-evac bus must be capable of transporting at least six (6) BLS stretcher-patients at one time. Staffing is to be determined by the ambulance provider but must include enough EMTs (or other approved ALS providers) to simultaneously treat six (6) BLS patients and be available 24 hours per day. The BLS provider-to-patient ratio must be no less than 1:3. The BLS equipment on the bus must meet or exceed that of a licensed BLS ground ambulance, and the quantity of equipment and supplies must be proportionate to the number of patients being transported.
  
- **ALS Medical-Evacuation bus** - The ALS med-evac bus must be capable of transporting at least four (4) ALS stretcher-patients at one time. Staffing is to be determined by the ambulance provider but must include enough EMT-Paramedics (or other approved ALS providers) to simultaneously treat four (4) ALS patients and be available 24 hours per day. The ALS provider-to-patient ratio must be no less than 1:4. The ALS equipment on the bus must meet or exceed that of a licensed ALS ground ambulance, and the quantity of equipment and supplies must be proportionate to the number of patients being transported.

- **Neonatal ALS** - Licensed neonatal transport vehicle in accordance with state and local laws. This vehicle is equipped for the purpose of transporting neonates to a place where medical care is furnished. Ambulance must be staffed by one GA licensed personnel in accordance with state and local laws. Neonatal transport personnel addressed in Neonate Team.

- **Neonatal Team** - A minimum of two patient care personnel shall be in the patient compartment and shall consist of any combination of the following during transport as determined by the local medical director: Paramedic, Registered Nurse, Respiratory Care Technician, Physician’s Assistant, or Physician.

**Air Ambulance Resource Types**

- **Air Ambulance (Rotor-Wing)** - An air ambulance is a vehicle designed and equipped to provide out-of-hospital or inter- facility emergency medical care, evacuation, and transportation services. The vehicle is staffed by a state licensed/certified team experienced and actively involved in the care and transportation of ambulance patients who cannot be safely transported by other means. Must have appropriate and current FAA approval to operate as an air ambulance service.

Recognizing that these vehicles are usually in service, the Contractor has estimated it can furnish the State of Georgia under the terms and conditions set forth herein the following minimum number of vehicles:

**Single Resource Types**

A single resource is a licensed EMS individual capable of providing support in an emergency situation, assessment, and if necessary, treatment or transportation by ambulance, utilizing medically necessary supplies and equipment up to their licensed Scope of Practice.

- **Basic Life Support (BLS) Single Resource** –a licensed EMS individual in accordance with state and local laws. BLS personnel must be certified as an Emergency Medical Technician, Emergency Medical Technician-Intermediate or Advanced Emergency Medical Technician.

- **Advanced Life Support (ALS) Single Resource** – a licensed EMS individual in accordance with state and local laws. ALS personnel must be certified as a Cardiac Technician or a Paramedic.

**Vehicle and Resources Availability**

<b>Vehicle Type</b>	<b>Yes</b>	<b>No</b>
Basic Life Support		
Advance Life Support		
Bariatric ALS		
Neonate ALS		
Neonate Transport Team		
BLS Med – Evacuation Bus		
ALS Med – Evacuation Bus		

Single Resource	Yes	No
EMT		
Paramedic		

**NON-EMERGENCY TRANSPORTATION:**

**Non-Emergency Transportation vehicle type**

Non-Emergency Transportation service can be defined as a transportation service provided to individuals who are not in an emergency situation but need more assistance than a taxi service is able to provide. Service providers will be specially equipped to transport riders in wheelchairs, stretchers or with other functional or access needs.

**Stretcher van**

A stretcher van is a vehicle, such as a modified van, that is capable of accommodating a stretcher for transporting individuals who cannot sit up. (Some stretcher vehicles can accommodate 2 wheelchairs instead of stretcher)

Possible configurations:

- 1 driver
- 1 stretcher
- 4 ambulatory

Optional Configuration: Not all stretcher vans can accommodate wheelchairs

- 1 driver
- 2 wheelchairs
- 4 ambulatory

**Bariatric Stretcher van**

In addition to meeting the requirements of a stretcher van, the bariatric stretcher van is vehicle that has been designed to transport patients whose physical weight would exceed the ability of most stretcher vans to transport safely. The Bariatric Stretcher van shall have a stretcher rated to carry at least 700 lbs. and must either be 29" wide or compatible with a stretcher converting bariatric board to meet the width criteria.

**Wheelchair van**

The wheelchair van has special lifts for wheelchairs, is ADA compliant and typically include wheelchair restraints for added safety (with four point tie down system). For individuals who have limited to no mobility.

Possible configurations: Not all wheelchair vans can accommodate ambulatory passengers.

- 1 driver, 2 wheelchairs, 1 ambulatory
- 1 driver, 1 wheelchairs, 3 ambulatory
- 1 driver, 2 wheelchairs, 3 ambulatory
- 1 driver, 1 wheelchairs, 4 ambulatory
- 1 driver, 5 ambulatory



**Ambulatory Vehicles**

For passengers with NO mobility issues, able to walk and sit for long distances without assistance.

**Ambulatory Sedan: 5 –7 Passenger sedan**

Possible configurations:

- 1 driver, 4 – 7 ambulatory

**Ambulatory Van: 10-15 Passenger van**

Possible configurations:

- 1 driver, 8-15 ambulatory

**Vehicle Availability**

<b>Vehicle Type</b>	<b>Yes</b>	<b>No</b>
Stretcher van		
Bariatric Stretcher van		
Wheelchair Van		
<b>Ambulatory Vehicles</b>		
5 - 7 Passenger van		
8 - 15 Passenger van		

**GENERAL SPECIFICATIONS:**

Some ambulances responding to disasters pursuant to this Contract may be from states that require additional equipment, which exceeds these minimum guidelines. Use of this additional equipment will be guided by medical control authorities having jurisdiction at the disaster site. Under no circumstances will EMS responders be allowed to use equipment and perform skills that exceed their formal training and scope of practice. The State of Georgia Scope of Practice shall be used and is available at [www.ems.ga.gov](http://www.ems.ga.gov).

The contractor shall be responsible for stocking and/or resupplying the ambulances such that all of the equipment and supplies listed are on board during patient care and transport.

All supplies, reagents, fluids and medications shall be stored under conditions specified by State Office of EMS in Rules and Regulations (available on [www.ems.ga.gov](http://www.ems.ga.gov)) and the manufacturer, and shall not have exceeded their shelf lives according to their expiration dates.

Reciprocity (Out of State Only): Listing of all personnel responding needs to be provided to the SOC at the time of activation of this contract. The list must include: responding agency, respondent's full name, date of birth, state EMS license number, ALS/BLS card and level of certification and or licensure.

**COMMUNICATION:**

In disaster areas where the communications infrastructure is intact, the ambulance contractor must provide two-way communications to enable ambulances to communicate with medical control and dispatch Ambulances must also must be able to communicate with the SOC, Staging Area, and pick-up center/agency).

**PROTOCOLS:**

Each active duty in-service ambulance should contain a printed copy of clinical and operational protocols that are used in their home jurisdiction, as well as the State of Georgia State approved protocols (available on-line at [www.ems.ga.gov](http://www.ems.ga.gov)). All protocols must fall within the State of Georgia approved Scope of Practice. The State Medical Director or his/her representative in the SOC will determine what protocols are to be used. If the approved protocols used for the disaster contain procedures for which the healthcare provider has not been trained and certified, s/he shall not perform any procedures that exceed their licensed scope of practice.

**List other resources available to support the State during an emergency:**

Resources	Description

## EXHIBIT B

### ANTICIPATED RATES OF REIMBURSEMENT FOR CONTRACTED TRANSPORTATION SERVICES

#### **Disaster Specific Federal Transportation Rate Schedules**

The provider agrees that should FEMA or CMS publish disaster specific eligible expense rates for the event for which transportation services were provided, then the vendor shall agree to use the federal posted rates as opposed to the GEMA/HS schedule of Reimbursement Rates.

#### **Estimate of Ambulance Reimbursement Rates**

<b>Vehicle Type</b>	<b>Rate per hour</b>
Basic Life Support	\$115/hr
Advance Life Support	\$160/hr
Bariatric ALS	\$240/hr
Neonate ALS	\$240/hr
Neonate Transport Team	\$100/hr
BLS Med - Evac Bus	\$475/hr
ALS Med – Evac Bus	\$525/hr

- **Single Resource** – One licensed EMS individual in accordance with state and local laws.

<b>Resource Type</b>	<b>Rate per hour</b>
BLS Single Resource	\$60/ hr
ALS Single Resource	\$75/ hr

- **Air Ambulance (Rotor-wing)** – Licensed air ambulance in accordance with federal, state, and local laws. Air Ambulance must be staffed by two Georgia licensed personnel, in accordance with State and local laws. The aircraft must meet all federal and state requirements.

<b>Vehicle Type</b>	<b>Rate per hour</b>
Air Ambulance (Rotor Wing)	\$755/ hr

## **Estimate of Non-Emergency Transportation Reimbursement Rates Non-Emergency Transportation (NET)**

Non-Emergency Transportation service can be defined as a transportation service provided to individuals who are not in an emergency situation but need more assistance than a taxi service is able to provide. Service providers will be specially equipped to transport riders in wheelchairs, stretchers or with other needs.

### **Fee Schedule**

- Vehicle Rates

<b>Vehicle Type</b>	<b>Rate per</b>
Stretcher van	\$100/hr
Bariatric Stretcher van	\$125/hr
Wheelchair van	\$100/hr
<b>Ambulatory Vehicles</b>	
5 - 7 Passenger van	\$72/hr
8 - 15 Passenger van	\$90/hr

**EXHIBIT C**

**IMMIGRATION AND SECURITY FORM  
(GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT)**

<b>Contractor's Name:</b>	Habersham County Emergency Services
<b>State Entity's Name:</b>	Georgia Emergency Management and Homeland Security Agency
<b>State Solicitation/ Contract No.:</b>	

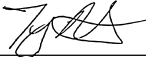
**CONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the Contractor identified above has registered with and is participating in a federal work authorization program\*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the State Entity, Contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the attached Subcontractor Affidavit. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the State Entity at the time the subcontractor(s) is retained to perform such service.

180048

EEV IE-Verify™ Company Identification Number



BY: Authorized Officer or Agent  
(Contractor Name)

10 / 07 / 2024

Date

*Sharon Peavy*

Chairman

Title of Authorized Officer or Agent of Contractor

10 / 07 / 2024

Ty Akins

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

DAY OF \_\_\_\_\_, 20\_\_

[NOTARY SEAL]

\_\_\_\_\_  
Notary Public

My Commission Expires:

\*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603

**EXHIBIT D**

**IMMIGRATION AND SECURITY FORM  
(GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT  
AFFIDAVIT)**

<b>Contractor's Name:</b>	Habersham County Emergency Services
<b>Subcontractor's (Your) Name:</b>	
<b>State Entity's Name:</b>	Georgia Emergency Management and Homeland Security Agency
<b>State Solicitation/ Contract No.:</b>	

**SUBCONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned Subcontractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the Subcontractor which is engaged in the physical performance of services under a contract with the Contractor identified above on behalf of the State Entity identified above has registered with and is participating in a federal work authorization program\*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

\_\_\_\_\_  
EEV / E-Verify<sup>1</sup> Company Identification Number

\_\_\_\_\_  
BY: Authorized Officer or Agent  
(Subcontractor Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

DAY OF \_\_\_\_\_, 20\_\_

[NOTARY SEAL]

\_\_\_\_\_  
Notary Public

My Commission Expires:

\*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control

Act of 1986 (IRCA), P.L. 99-603

**EXHIBIT E**

**IMMIGRATION AND SECURITY FORM  
(GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT)**

<b>Contractor's Name:</b>	Habersham County Emergency Services
<b>State Entity's Name:</b>	Georgia Emergency Management and Homeland Security Agency
<b>State Solicitation/ Contract No.:</b>	

**ADDITIONAL INSTRUCTIONS TO CONTRACTOR:** Identify all subcontractors used to perform under the state contract. In addition, you must attach a signed and notarized affidavit (third page of this form) from each of the subcontractors listed below. The contractor is responsible for providing a signed and notarized affidavit to the State Entity within five (5) days of the addition of any new subcontractor used to perform under the identified state contract.

<b>Contractor's Name:</b>	Habersham County Emergency Services
<b>Subcontractors:</b>	





Title	Habersham EMS Contract 2024
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