



CITY OF HOUSTON, TEXAS
HOUSTON FIRE
DEPARTMENT/PROCUREMENT
DIVISION
NOTICE OF REQUEST FOR QUALIFICATIONS (RFQ)
SOLICITATION NO.: Q23629

HOUSTON FIRE
DEPARTMENT
PURCHASING DIVISION
“PARTNERING TO BETTER
SERVE HOUSTON”

HOUSTON FIRE DEPARTMENT HUMAN PATIENT SIMULATOR – PEDIATRIC AND ADULT TRAINER

The Houston Fire Department Emergency Medical Services handle over 200,000 EMS incidents involving over 225,000 patients or potential patients. On the average, EMS responds to a citizen every 3 minutes. Each EMS response is made by one of 88 City of Houston EMS vehicles. Thirty seven of these are staffed by two paramedics and provide Advanced Life Support (ALS) capabilities. These consist of fifteen ALS Squads, and twenty-two ALS transport units with eight functioning in a "Dual" capacity as both ALS or BLS. The remaining fifty-one transport units are Basic Life Support (BLS), and staffed by two EMTs. There are approximately 300 paramedics currently assigned to ALS units. This figure does not include EMS supervisors.

Please review the Scope of Work/Services below. If you believe that your company/organization meets the minimum requirements as outlined in the Scope of Services of the RFQ; please submit your response to Carmen Gordon, HFD, Senior Procurement Specialist via one of the following methods listed below by **Friday, 4:00 PM on April 23, 2010:**

E-mail (Preferred Method): carmen.gordon@cityofhouston.net
Mail: Carmen Gordon, Sr. Procurement Specialist
Houston Fire Department
1205 Dart Street, Bldg A, 2nd Floor
Houston, TX 77007

SCOPE OF SERVICES

Section I – Pediatric Simulation Training

Scope of Services

The City of Houston Fire Department, EMS, is seeking a pediatric simulation based learning experience for HFD Certified Paramedics.

1. Type of Education

Educational experience shall be primarily scenario based utilizing advanced patient simulator mannequins (high-fidelity simulators). Appropriate time should be spent in a debriefing session for each scenario. No more than two hours of straight lecture-based format per day should be utilized.

Pediatric scenarios will be developed with the assistance of Houston Fire Department Physician Directors. Houston Fire Department Physician Directors shall have final approval of all educational materials.



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Scenarios should include technical medical evaluation, critical thinking and procedural activities appropriate for an ALS paramedic scope of practice.

2. Example scenario based training for the first year could include, but not be limited to
 - a. Airway assessment and management
 - b. Childbirth and difficult childbirth scenarios
 - c. Systematic assessment of pediatric patients
 - d. Neonatal and pediatric resuscitation and the teamwork approach to resuscitation
 - e. Recognition of signs of child abuse
 - f. Skills practice such as IV/IO placement, chest compressions, intubation, etc.
3. Instructor Requirements
 - a. Each training session will be primarily led by a board certified or eligible physician, with preference given by an emergency medicine physician with significant pediatric ED experience or
 - b. A pediatric physician with emergency medicine experience.
 - c. Other personnel utilized in training may consist of "Fellows" in training, simulation technical specialist, or others as needed.
 - d. Each individual scenario based training session shall have a student to leader ratio of no more than 6:1. Multiple rooms each housing a scenario can run concurrently.
4. Scope of Training
 - a. One half of all credentialed paramedics, approximately 250-300, shall be trained in pediatric simulation each contract year.
 - b. Each training day shall be of nine hours duration, of which one hour is set aside for lunch.



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Section II – Adult Simulation Training

Scope of Services

The City of Houston Fire Department, EMS, is seeking an adult simulation based learning experience for HFD Certified Paramedics.

1. Type of Education

Educational experience shall be primarily scenario based utilizing advanced patient simulator mannequins (high-fidelity simulators). Appropriate time should be spent in a debriefing session for each scenario. No more than two hours of straight lecture-based format per day should be utilized.

Adult scenarios will be developed with the assistance of Houston Fire Department Medical Directors and Houston Fire Department Phrygian Director shall have final approval of all educational materials. Scenarios should teach medical evaluation, critical thinking and procedural activities appropriate for an ALS paramedic scope of practice.

2. Example scenario based training for the first year could include, but not be limited to:

- a. Airway assessment and management
- b. Chest pain assessment and subtle signs of serious cardiac disease
- c. Systematic assessment of adult patients
- d. Medical and traumatic resuscitation and the teamwork approach to resuscitation
- e. Stroke awareness and assessment
- f. Skills practice such as IV/IO placement, chest compressions, needle thoracostomy, intubation etc.

3. Instructor Requirements

- a. Each training session will be primarily led by a board certified or eligible emergency medicine physician.



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- b. Other personnel utilized in training may consist of “Fellows” in training, simulation technical specialist, or others as needed.
- c. Each individual scenario based training session should have a student to leader ratio of no more than 6:1. Multiple rooms each housing a scenario can run concurrently.

4. Scope of Training

- a. One half of all credentialed paramedics, approximately 250-300, shall be trained in adult simulation each contract year.
- b. Each training day shall be of nine hours duration, of which one hour is set aside for lunch.

QUESTIONS FROM PROPOSERS

Prospective proposers needing additional information/clarification to this request for qualification (RFQ) are requested to e-mail questions to Carmen Gordon at carmen.gordon@cityofhouston.net. The deadline for submitting questions is **4:00 PM on April 9, 2010**. ***No additional questions will be accepted after the specified date.*** All questions will be answered via letter of clarification to this RFQ and posted on the City’s e-bidding website and automatically e-mailed to all who registered to receive this RFQ.

Evaluation of each proposal shall be done in the following order:

- Expertise/Experience/Qualifications – 60%
- Proposed Strategy - 15%
- Interview/Demonstration – 15%
- Conformance to RFQ Requirements - 10%

TABLE 1 - REQUIRED FORMS
Affidavit of Ownership.doc
Fair Campaign Ordinance.doc
Statement of Residency.doc
All Applicable Licenses/Certifications as Required in Scope of Work/Specifications

You can download the forms at the following link: http://purchasing.houstontx.gov/solicitation_forms.htm



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