

Date: December 19, 2014

To: Chuck H. Huckelberry  
County Administrator

From: Jesse Rodriguez  
Chief Information Officer

Re: Request for Board Addendum January 6, 2015 and Retroactive Endorsement  
Southwest Ambulance Rooftop License  
Contract #CTN-IT-CMS141893, Amendment #3

The Information Technology Department (ITD) requests that the Southwest Ambulance Rooftop Amendment #3 be placed on the Board of Supervisors' addendum for the meeting scheduled January 6, 2015. The effective date of this Amendment is retroactive to December 1, 2014.

Southwest Ambulance of Tucson, Inc. has been using the rooftop facilities at 32 North Stone for many years, first under an agreement with AAT with whom Pima County had contracted to manage the County's rooftop facilities, followed by a new agreement with Pima County in December 2008. The Southwest Ambulance-Pima County contract has been amended twice previously to extend the term and update/revise insurance requirements and access procedures. Southwest Ambulance uses the LSB rooftop facility as a strategic vantage point to contact/communicate with its mobile units throughout the Tucson area.

On August 12, 2014, ITD mailed the Third Amendment to Southwest Ambulance for signature, a full 3½ months before the License was set to expire (November 30, 2014). ITD subsequently contacted Southwest Ambulance on 5 separate occasions (November 3, 2014; November 14, 2014; November 24, 2014; December 5, 2014; December 10, 2014) in an attempt to secure a signature on the amendment and expedite the process. ITD finally received the signed Amendment on December 19, 2014, a full 18 days after the effective date of the contract. Due to the total length of the contract being more than 5 years, it must be approved by the Board of Supervisors, the next meeting of which is January 6, 2014, more than a month beyond the effective date.

Due to ITD's good faith effort to execute the Amendment well before the effective date, and in consideration of ITD's multiple attempts to contact the vendor to expedite the process, we respectfully request that the Board consider approving this Amendment retroactive to December 1, 2014.

JR/jkm

APPROVED:



C. H. Huckelberry, County Administrator

12/22/14

Date

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