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Summary

Title: Medical Assistance Transportation RFP

Issuing Organization: Armstrong County, PA

Objective:

The County of Armstrong seeks proposals from qualified transportation providers to undertake the transportation needs for the consumers of the Medical Assistance Transportation Program.

Scope of Work:

The project involves:

1. Provide Transportation to all or some of the following counties: Allegheny, Armstrong, Butler, Clarion, Jefferson, Indiana, and Westmoreland.
2. Armstrong county will need the following information:
 - a. Service Area Coverage
 - b. Service Rate per Mile
 - c. Fleet Maintenance Schedule
 - d. Operation Schedule
 - e. Number of Staff Dedicated to the Service Area
 - f. Number Handicap Assessable Vehicles
 - g. Copy of Invoice Form
3. If any questions, please contact, Aaron Poole, Chief Administrator, at aspoole@co.armstrong.pa.us.
4. Submissions should be sent digitally to Aaron Poole, Chief Administrator or mail/Deliver a hard copy to the Armstrong County Building before 4pm on June 5th to be considered.
5. The County of Armstrong or Armstrong County Community Action Partnership reserves the right to deny any proposal for any cause.

Armstrong County Community Action Partnership

The MATP contract for Armstrong County is administrated by Armstrong County Community Action Agency b/d/a Armstrong County Community Action Partnership (ACCAP). Located in the heart of scenic, rural Western Pennsylvania, ACCAP, is a 501(c)(3) nonprofit agency established in 1965. They are a community-based, grassroots organization serving individuals facing economic hardships. ACCAP has established itself as one of the single largest providers of comprehensive human services within Armstrong County.

ACCAP is committed to being an inclusive workplace where diversity in all its forms is championed. They are proud to be an equal opportunity workplace. They are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity, or Veteran status.

ACCAP provides services in Transportation, Housing, Food Security, and other human services needs to residents of Armstrong County. ACCAP is the lead agency for Medical Area Transportation Program for Armstrong County, PA. The requirements for the program are that consumers:

- Must be a resident of Armstrong County,
- Have a valid Pennsylvania Medical Assistance/Insurance Card,
- And have eligible program codes verified through MATP.

If a consumer meets the eligibility requirements, they will submit a form to ACCAP and be enrolled for the program. Consumers are eligible to be removed from the program if there is reason for removal.

According to the guidelines provided in the MATP Handbook, ACCAP shall undertake the responsibility to:

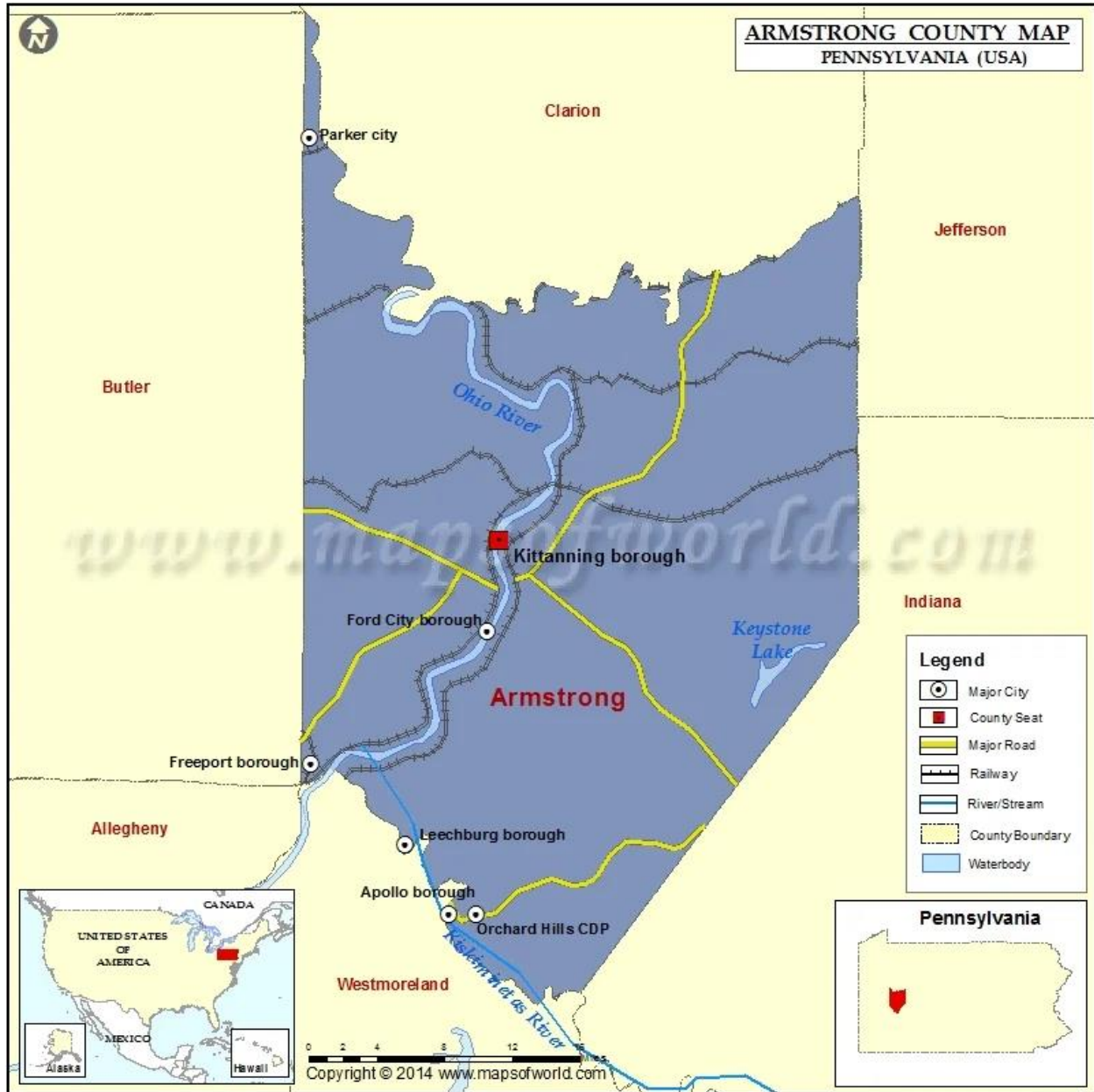
1. Inform and Educate
2. Operate an MATP Telephone Line
3. Verify Eligibility and Need

4. Authorize and Coordinate Transportation Networks
5. Ensure Program Integrity
6. Maintain Confidentiality of Information
7. Reporting and Record Retention

Through the partnership between the County of Armstrong and ACCAP, residents of the county have access to Medical Assistance Transportation Program (MATP) services. ACCAP will serve as the direct point of contact for all selected providers through the RFP process and will be responsible for reporting program activities to the County of Armstrong.

Area of Service

ACCAP is contracted by the FTA to operate the MATP services for Armstrong County. Stated in this contract, ACCAP will provide medical transportation within Armstrong County and to surrounding counties of Butler, Clarion, Jefferson, Indiana, Westmoreland, and Allegheny for consumers who meet the eligibility requirements of the program.



ACCAP is seeking provider(s) to cover the all of the transportation needs from Armstrong consumers throughout the county and into the surrounding counties. This may be met through a single provider or through multiple providers.

Request for Proposal

This Request for Proposal is to solicit bids from transportation vendors to meet the needs of ACCAP's clients in the Medical Transportation Assistance Program. The program provides medical transportation to eligible residents of Armstrong County. All trips will originate in Armstrong County, but may go into the surrounding counties connected to Armstrong County. ACCAP is looking for providers to commit to a complete trip of resident's home to medical provider to resident home. The submitting agencies should provide in a proposal the following:

1. Service Area Coverage
2. Rate per Mile for Service
3. Fleet Maintenance Schedule
4. Operation Schedule
5. Number of Staff Dedicated to the Service Area
6. Number Handicap Assessable Vehicles
7. Copy of Invoice Form

ACCAP is seeking to create a strong database of providers that will allow for the best coverage for their consumers. ACCAP believes this RFP will allow for the agency to find a partner or partners to meet their consumers needs and limit any chance of gaps in service.

Submission Guidelines

Proposal Format:

Proposals should be submitted in PDF Format

- Use a readable font (e.g. Arial, Times New Roman) and a font size no smaller than 11pt.
- Include a cover page with the following information:
 - Project Title
 - Company Name
 - Contact Information
 - Date of Submission

2. Submission Deadline:

- All proposals must be submitted by 6/5/24 at 4PM Est.

3. Submission Method:

- Please Submit your proposal via email to aspoole@co.armstrong.pa.us
- Use the subject line: "MATP Proposal - (Company Name)"

4. Confidentiality:

- All submitted proposals will be treated as confidential.
- Proprietary information should be clearly marked as such.

5. Evaluation Criteria:

- Proposals will be evaluated based on completeness, cost-effectiveness, service coverage, and experience.
- Please ensure your proposal addresses each criterion comprehensively.

6. Communication:

- All communication regarding the RFP process will be conducted via email.

Contact Information:

- For questions regarding the RFP: Aaron Poole, aspoole@co.armstrong.pa.us

Thank you for considering this opportunity. We look forward to receiving your proposal.