



REPORT TO APC

ITEM NAME:	Proposed Ambulance Service Contract
MEETING DATE:	September 16, 2025
PRESENTING COMMITTEE:	NA
COMMITTEE CONTACT:	David Baker; Board Contact: Trustee Joling
STAFF CONTACT:	Fire Chief O'Brien
PREPARED BY:	David Baker

ISSUE: Fire Chief O'Brien has requested that we consider modifying or replacing our existing Ambulance Service contract with Riverside to address issues that she has identified.

In addition, Fire Chief O'Brien has suggested in the recent past that we consider issuing an RFP for Ambulance Service. I personally believe that the combination of service level and cost that we have received from Riverside justifies letting the current contract auto renew for one year and am recommending that we **do not** issue an RFP for our 2026 Ambulance Service.

Trustee Joling has suggested that Fire Chief O'Brien prepare a contract addendum for review by APC, possibly by our Village Board, and by Riverside to address the liability issues that Fire Chief O'Brien has identified. It is my understanding that Trustee Joling and Riverside Fire Chief Briggs agree the liability issues should be addressed and would support a mutually agreeable addendum to do so.

Fire Chief Briggs, after consultation with legal counsel, has suggested that the contract addendum could also potentially extend the length of the contract beyond the one year auto renewal period.

Fire Chief O'Brien has prepared a draft 2026 contract (see attached) for consideration in response to her discussions with Trustee Joling in regards to preparing a contract addendum.

OBJECTIVES: Consider and potentially address the Fire Chief's concerns while maintaining our relationship with Riverside to continue to provide our residents with responsive, high quality ambulance service at a reasonable cost to the Village and Village residents.

ISSUE BACKGROUND/PREVIOUS ACTIONS:

What is a contract addendum?

A contract addendum is a document added to an existing contract to change, clarify, or expand its terms without replacing the original agreement. It acts as an amendment, allowing both parties to update specific parts of the contract while keeping the rest of the agreement intact. An addendum must be agreed upon by all parties and is considered legally binding once signed.

Addenda are often used when circumstances change or when new terms are needed, such as extending deadlines, adjusting payment terms, or adding additional responsibilities.

PROPOSAL: Work towards reaching a mutually agreeable contract addendum to address identified issues while allowing the current contract to auto renew for 2026.

ADVANTAGES:

DISADVANTAGES:

ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)

RECOMMENDED ACTION: Review the proposed contract language changes with the goal of developing a mutually acceptable contract addendum.

OTHER OPTIONS CONSIDERED:

TIMING REQUIREMENTS/CONSTRAINTS:

FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$

Remaining CFY

Account Number:

Description:

Budgeted Amount:

Spent to Date:

Percentage Used:

Remaining:

ATTACHMENTS (describe briefly):

2021 Ambulance RFP

2021 RSFD RFP Signed

2022 – 3 year Ambulance Agreement

DRAFT – 2026 Contract – Prepared by Fire Chief O’Brien

Items to add – List of concerns not in current contract - Prepared by Fire Chief O’Brien