



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Coordinator
Kristin Hawk, Fire & EMS Chief

CC: Christian Goodwin, County Administrator

DATE: May 20, 2026

RE: A Resolution to Approve and Award a Contract for Operational Medical Director

I. Background:

a. Project Description

The County of Louisa is soliciting proposals for an operational medical director (OMD) to review and establish protocols for its emergency medical response services coordinate and maintain the necessary documentation for certification as required by the Office of Emergency Medical Services within the Virginia Department of Health (VAOEMS), and review the medical care given by ERT for appropriateness.

b. Need

Louisa County Department of Emergency Services is required by VaOEMS regulations to have an operational medical director to overview County EMS policies, procedures, response, transport and treatment in addition other required services. The services to be provided shall include, but may not be limited to, the following:

- A. Review and oversee compliance of County EMS policies, guidelines, standard operating procedures, and dispatch protocols.
- B. Participate in electronic Patient Care Reports (ePCR) review and evaluation of EMS provider's performance on an ongoing basis.
- C. Provide consultation regarding appropriate training, continuing education, and quality assurance programs.
- D. Participate in training programs and skills evaluation on a monthly basis or as mutually agreed upon by the Louisa County Department of Fire and EMS.
- E. The Contractor shall be responsible for consultation and recommendations relating to all aspects of emergency medical control.

- F. Provide appropriate medical protocols to be utilized during a declared emergency and serve as on-line medical control during unusual events as requested.
- G. Provide other assistance to the County as may be required to meet the County's program goals and objectives.
- H. The OMD shall invoice the County on a quarterly basis for all services provided during the previous quarter.
- I. On occasion, the OMD shall participate in the direct supervision of patient care in the field and may also provide direct patient care.

c. Project Budget

Funds for such services are under GL # 10032300-431600 for Contractual Services.

d. Request for Proposals

On March 18, 2026, the County issued a Request for Proposals inviting qualified emergency physicians to submit proposals for operational medical director. The County of Louisa reserves the right to award to more than one Offeror. Louisa County will select the firm(s)/individual(s) who they determine most closely satisfies the needs of the County. There is no requirement for acceptance of the lowest cost of service offered, and specific requirements may be waived or amended at the discretion of the County.

II. Current Situation:

a. Proposals/Bids

One (1) proposal was received by the closing date of April 21, 2026. A proposal was received from the following proposer:

- MCV Associated Physicians dba MCV Physicians

a. Short Listed Firms/Bid Tabulation

On May 15, 2026, interviews were conducted with the following firms:

- MCVP Associated Physicians dba MCV Physicians

b. Selected Firm

After careful consideration, the selection committee determined that MCVP Associated Physicians dba MCV Physicians would be the most qualified firm to meet the needs of the County.

c. Justification

MCVP Associated Physicians dba MCV Physicians has given us direction and new perspective on emergency medicine during the prior contract period. Having VCU and their pre-hospital training system will also allow our career and volunteer EMS providers better access to paramedic certification and continuing education programs.

At a proposed yearly rate of \$31,680.00, MCVP Associated Physicians, Dr. Vitto has proposed a reasonable rate.

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award a contract for MCVP Associated Physicians dba MCV Physicians for a period of one year beginning July 1, 2026, and ending June 30, 2027, with the option to renew for four additional one year terms.