



**NORTH CENTRAL EMS CORPORATION, DBA SAVVIK BUYING GROUP**  
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To Whom It May Concern:

The North Central EMS Corporation, dba Savvik Buying Group is a Minnesota non-profit corporation based in St. Cloud, Minnesota. Savvik Buying Group's mission is to provide a mechanism to achieve cost reductions for its members, which currently includes over 11,000 Public Safety agencies in 50 states and several provinces. In collaboration with the North Central EMS Institute, Savvik Buying Group creates specifications for EMS products and supplies, which Savvik Buying Group uses to bid and write contracts.

Generally, Minnesota law allows Savvik Buying Group municipal members to purchase products and services through Savvik Buying Group contracts only if Savvik Buying Group complies with competitive bidding procedures when awarding those contracts. *See* Minn. Stat. §471.345, subd. 10. It also allows Savvik Buying Group to award contracts to more than one vendor, provided that the effects of competition are maintained when awarding the contracts. Accordingly, to serve the Savvik Buying Group municipal members, Savvik Buying Group follows Minnesota competitive bidding requirements found in Minnesota Statutes, Sections 412.311 and 471.345.

Specifically, this process includes:

1. At least 10 days before a bid submission deadline, Savvik Buying Group advertises the request for bids (RFB). The notice states the basic facts regarding the RFB, including where to obtain RFB documents.
2. Sealed bids must arrive at the Savvik Buying Group office on a specific date and time selected by Savvik Buying Group in accordance with the 30-day period after the first publication in the local newspaper.
3. A public bid opening is conducted by Savvik Buying Group executive staff and Vendor Workgroup board members.
4. A committee of Savvik Buying Group executive staff and Vendor Workgroup board members reviews the bids and selects the lowest responsible and responsive bids for presentation to the Savvik Buying Group board. The Savvik Buying Group strives to provide its members with quality products and services at the industry's best prices.
5. The bid review committee recommends one or more bids for approval.
6. The Savvik Buying Group board selects one or more vendors and issues a contract(s).

If you have any further questions, please contact the Savvik Buying Group office.