



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 11, 2017
Action Item for the City Council Meeting of April 18, 2017

DATE: April 11, 2017
TO: Margie C. Rose, City Manager
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Service Agreement for Emergency Medical Services “EMS” Billing and Collection Services
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CAPTION:

Motion authorizing the City Manager or designee to execute a service agreement with Advanced Data Processing, Inc., a subsidiary of Intermedix Corporation of Fort Lauderdale, Florida for Emergency Medical Services “EMS” Billing and Collection Services in accordance with Request for Proposal No. 984, based on best value with a not-to-exceed amount totaling \$9,351,660.00. The contract not-to-exceed amount is the possible amount based on a 100% collection rate, and does not include the potential revenue that will be owed to the City. The current collection rate in 2015 was 36.95%, and in 2016 it was 39%. The recommended contractor has outlined a program to increase the collection rate. The term of the contract will be for three years with up to two additional one year extension option periods.

PURPOSE:

Staff is recommending a service agreement with Advanced Data Processing, Inc., a subsidiary of Intermedix Corporation for EMS Billing and Collection Services.

BACKGROUND AND FINDINGS:

The contractor will capture data entered by paramedics in the field for emergency medical services provided during ambulance emergency calls. The data will be screened, filtered and authenticated with patient eligibility requirements under Medicare and Medicaid programs, private party insurance and/or direct patient responsibility. The data will be downloaded into the contractor’s billing system, which will generate a bill to the

responsible party. The contractor will also be responsible for pursuing collection efforts for those accounts that become delinquent. The contractor will also provide supplemental payment recovery assistance services to assist the City in participation in the Texas Ambulance Supplemental Payment Program to capture revenue not collected under the previous contract.

The Corpus Christi Fire Department currently operates on a 24 hour, seven days a week schedule, with 12 licensed ambulances. During FY 2014-2015, a total of 39,401 incidents required ambulance dispatch. The number of transports was 24,073 and non-transports was 15,328.

The contract includes 18 new laptops loaded with the necessary software which will be replaced after the initial three year term. The contractor will host the data on a web based server at a remote location, issue bills to ambulance customers, deposit funds collected to the City.

The request for proposal (RFP) was advertised and released on December 28, 2016 and a pre-proposal conference was held January 9, 2017. Eight proposals were received February 13, 2017, and were evaluated by an evaluation team against the published criteria in the RFP. Minimum qualifications were evaluated under a pass fail system and the firms experience and understanding of the scope of work were evaluated on the published point system as outlined in the RFP. The firms were also interviewed and scored based on the same published criteria and a final score was developed for each firm. The final scores ranged from a low of 22 to a high of 97.75 and staff recommends awarding a service agreement to Advanced Data Processing, Inc., a subsidiary of Intermedix Corporation as the highest scoring proposer.

ALTERNATIVES:

No viable alternative exists. The existing contract will expire on May 31, 2017. If the recommended contract is not awarded, billing for EMS services will cease and revenue will not be collected.

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Fire

FINANCIAL IMPACT:

X Operating

Revenue

Capital

Not applicable

Fiscal Year: 2016-2017	Current Year	Future Years	TOTALS
Line Item Budget	\$457,497.33	\$9,101,660.00	\$9,559,157.33
Encumbered / Expended Amount	\$162,551.45	\$0.00	\$162,551.45
This item	\$250,000.00	\$9,101,660.00	\$9,351,660.00
BALANCE	\$44,945.88	\$0.00	\$44,945.88

Fund: General

Comments: The department has an expense budget of \$250,000.00 available for the contract in FY2015-2016, the future expense budget will be requested during the normal budget process.

RECOMMENDATION:

Fire Department staff recommends the approval of the service agreement.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Form 1295
Evaluation Matrix