

Fayette COUNTY

“WHERE QUALITY
IS A LIFESTYLE”

PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, STE 101
FAYETTEVILLE, GEORGIA 30214
PHONE: 770-305-5420
www.fayettecountyga.gov

To: Steve Rapson
From: Ted L. Burgess
Date: October 26, 2017
Subject: RFP #1324-P: EMS Billing Services

The county has traditionally used the services of a third-party provider to process payments from citizens who use emergency medical services. The current provider is Ambulance Medical Billing Service / Medical Accounts Receivable Systems (AMB/MARS) of Credit Bureau Systems. The current payment rate to AMB/MARS for this service is \$14.00 per bill.

With evolution of industry practices, it is now common for providers to accept payment based on a percent of collections, rather than a flat fee per bill. Indications were that the county might be able to obtain a better value if we changed to the increasingly common percent-of-collections method.

The Purchasing Department issued Request for Proposals (RFP) #1324-P. The Department emailed notices to 24 firms. Invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), Channel 23, and the Greater Georgia Black Chamber of Commerce. An additional 474 vendors were notified through the Internet-based Georgia Procurement Registry, using Commodity Codes 94610 (Accounting & Billing Services) and 94633 (Collection Services, Financial Debt).

Nine companies submitted proposals. An Evaluation Team reviewed, evaluated, and scored the proposals, following criteria spelled out in the Request for Proposals. The highest-scoring proposal was Ambulance Medical Billing (Attachment 1).

Looking at the most recent full year of available data (Calendar Year 2016), the proposed contract can be expected to result in cost savings, as follows:

Billable Runs	Contracted Fee	Billed & Collected	Payments to Contractor
5,568	\$14.00 flat fee	\$1,473,738.24	\$77,952.00 Actual
5,568	3.5% of collections	1,473,738.24	<u>51,580.84</u> Assumed
			\$26,371.16 Savings

The Fire / EMS Department recommends Ambulance Medical Billing for the contract. They are satisfied with previous work done by the company, as indicated on their Contractor Performance Evaluation (Attachment 2).

Specifics of the proposed contract are as follows:

Contract Name	1324-P: EMS Billing Services
Vendor	Ambulance Medical Billing
Contract Term	Initial 3-year term, with maximum two 12-month renewals
Fees	3.5% of net collections

Budget:

Fund	272	Emergency Medical Services
Org.	27230600	Emergency Medical Services
Object	521316	Technical Services
Project	N/A	
Available Amount	\$69,314.75	FY 2018 Balance (Annual budget = \$81,425)

**PROPOSAL #1324-P EMS BILLING SERVICES
EVALUATION SCORING SHEET**

Summary

	Max Points	911 Billing Svcs & Consultant, Inc.	ADP, Inc. (Intermix)		Ambulance Medical Billing		Ambulance Reimbursement Sys, Inc	Digittech Computer, Inc.	EMS Mgt & Consultants	Fire Recovery EMS	Life Line Bldg Sys, LLC dba LifeQuest Services	PST Services, LLC
			Option B Without Lockbox	Option 1 3 Year Contract	Option 1 3 Year Contract	Option 1 3 Year Contract						
1 EMS Billing Experience, Expertise, Processes	50	38.3	42.3	47.0	27.3	39.3	40.3	36.0	38.0	36.7		
2 Firm's Background	20	13.7	17.0	18.7	15.3	17.7	16.7	15.3	15.3	15.0		
3 Schedule	20	9.0	15.7	20.0	16.0	14.3	14.3	14.7	16.0	10.7		
4 Quality of Written Proposal	10	6.3	7.7	8.7	6.3	8.7	7.7	6.3	7.3	8.0		
Total Technical Score	100	67.3	82.7	94.3	65.0	80.0	79.0	72.3	76.7	70.3		
Weighted Technical Score	70%	47.1	57.9	66.0	45.5	56.0	55.3	50.6	53.7	49.2		

Price:	% of Received Funds NET or ALL Collections	5.90% Net	3.52% Net	3.50% Net	7.00% All	6.75% Net	4.00% Net	9.00% All	6.00% Net	5.35% Net
Technical Merit	70%	9.43	29.83	30.00	0.00	2.14	25.71	0.00	8.57	14.14
Price	30%	56.56	87.70	96.03	45.50	58.14	81.01	50.63	62.24	63.38
Total Score										

NOTES:
 Ambulance Reimbursement Systems, Inc. inserted their own Terms and Conditions.
 The RFP stated the initial term of the contract will be three years.

FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

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1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: MARS / AMB	Contract Number:
Mailing Address: 100 Fulton Ct	Contract Description or Title:
City, St, Zip Code: Paducah KY, 42001	Contract Term (Dates) From: _____ To: _____
Phone Number: 270-519-0689	Task Order Number:
Cell Number:	Other Reference: Proposal 1324-P
E-Mail Address: roverstreet@marsbilling.com	

DEFINITIONS

OUTSTANDING – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.

EXCELLENT (Exc) - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.

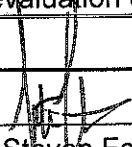
SATISFACTORY (Sat) - Vendor met minimum contractual requirements or performance expectations of the products/services.

UNSATISFACTORY (UnSat) - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule			X		
2. Condition of delivered products		X			
3. Quality of work			X		
4. Adherence to specifications or scope of work		X			
5. Timely, appropriate, & satisfactory problem or complaint resolution			X		
6. Timeliness and accuracy of invoicing			X		
7. Working relationship / interfacing with county staff and citizens			X		
8. Service Call (On-Call) response time			X		
9. Adherence to contract budget and schedule		X			
10. Other (specify):					
11. Overall evaluation of contractor performance			X		

EVALUATED BY

Signature: 	Date of Evaluation: 10/17/2017
Print Name: Steven Folden	Department/Division: Fire / EMS
Title: Division Chief	Telephone No: 770-305-5173