

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** El Paso Fire Department  
**AGENDA DATE:** 05/31/2016  
**CONTACT PERSON/PHONE:** SAMUEL PEÑA, FIRE CHIEF, 485-5606  
BRUCE D. COLLINS, PURCHASING DIRECTOR, 212-1181  
**DISTRICT(S) AFFECTED:** ALL

**STRATEGIC GOAL: NO. 2: Set the Standard for a Safe and Secure City**

**SUBJECT:**

Request that the Purchasing Director for the Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Solicitation Contract# 2010-181R (Transport Medical Billing, Collections & ePCR Services) with Advanced Data Processing, Inc. DBA Intermedix, on a month to month basis, not to exceed 4 months pursuant to the provisions of the initial award on December 14, 2010.

**BACKGROUND / DISCUSSION:**

The Fire Department recommends the extension of solicitation# 2010-181R on a month to month basis, for a maximum of four (4) months in order to complete the bid solicitation process for a new contract. The transport medical billing, collections & ePCR services contract expires on June 12, 2016. Allowing the month to month extension affords the opportunity to continue the current service level while the new contract is obtained.

**SELECTION SUMMARY:**

N/A

**PRIOR COUNCIL ACTION:**

City Council awarded the original contract on December 14, 2010 and approved the City's option to exercise the 1<sup>st</sup> One-Year Option extension on September 24, 2013 and approved the City's option to exercise the 2<sup>nd</sup> One-Year Option extension on September 30, 2014.

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$360,000 (This is an estimated amount, should the entire term of 4 months be necessary.)  
Fire Dept: 322; Division: 22070; Fund: 1000; Program: P2212; Account: 522010

**BOARD / COMMISSION ACTION:**

N/A.

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\*\*\*\*\*AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**



## RESOLUTION

**WHEREAS**, the City of El Paso ("City") entered into Contract No. 2010-181R (Transport Medical Billing, Collections & ePCR Services) with Advanced Data Processing, Inc. dba Intermedix, on December 14, 2010; and

**WHEREAS**, the City exercised the 1<sup>st</sup> One-Year Option extension on September 24, 2014 and its 2<sup>nd</sup> One-Year Option extension on September 30, 2015; and

**WHEREAS**, the Contract's clauses allows the term of the agreement to extend automatically on a month-to-month basis not to exceed six (6) months if the City has not obtained another services contractor by the expiration date of the term of the contract; and

**WHEREAS**, the City plans to obtain services from a new contractor after the expiration of the last month of the six (6) month-to-month term; and

**WHEREAS**, the City desires for Advanced Data Processing, Inc. dba Intermedix to provide services for an additional one hundred twenty (120) day period beyond the six (6) month-to-month period to allow for a transition period; and

**WHEREAS**, Advanced Data Processing, Inc. dba Intermedix is able to and agrees to amend the term of the Contract to add an additional one hundred twenty (120) day period.

### **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the City Manager be authorized to sign an Amendment to Contract No. 2010-181R (Transport Medical Billing, Collections & ePCR Services) with Advanced Data Processing, Inc. dba Intermedix, to extend the term for an additional 120 days, ending on September 28, 2016, for an amount not to exceed \$360,000.00.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016.

CITY OF EL PASO:

\_\_\_\_\_  
Oscar Leeser, Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen,  
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Sol M. Cortez  
Assistant City Attorney

\_\_\_\_\_  
Bruce D. Collins, Director  
Purchasing & Strategic Sourcing

**COUNCIL PROJECT FORM  
(RESOLUTION)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **CONSENT** agenda (under **RESOLUTIONS**) for the Council Meeting of **MAY 31, 2016**.

**STRATEGIC GOAL: NO. 2 – Set the Standard for a Safe and Secure City**

That the City Manager be authorized to sign an Amendment to Contract No. 2010-181R (Transport Medical Billing, Collections & ePCR Services) with Advanced Data Processing, Inc. dba Intermedix, to extend the term for an additional 120 days, ending on September 28, 2016, for an amount not to exceed \$360,000.00.

Department: Fire  
Districts(s): ALL

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

**MOTION  
DECEMBER 14, 2010**

Motion made by Representative Byrd, seconded by Representative Quintana, and unanimously carried to **AWARD** Solicitation No. 2010-181R (Transport Medical Billing, Collections & ePCR Services) to Advanced Data Processing Inc. for an initial estimated award of \$3,929,603.28.

Department:	Fire
Award to:	Advanced Data Processing Inc. Fort Lauderdale, FL (Corporate Office)
Items:	All
Option:	Two Options of One-Year each
Annual Estimated Amount:	\$1,309,867.76
Initial Estimated Award:	\$3,929,603.28 (3 years)
1 <sup>st</sup> One-Year Option:	Estimated Minimum Amount: \$1,309,867.76 (1 year)
2 <sup>nd</sup> One-Year Option:	Estimated Minimum Amount: \$1,309,867.76 (1 year)
Total Estimated Award:	\$6,549,338.80 (5 years)
Funding Source:	General Fund – Billing/Collection Agencies Contracts

This is a Request for Proposals Services Contract.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

The Financial Services - Purchasing Division and Fire Department recommend award as indicated to Advanced Data Processing Inc. the highest ranked proposer based on evaluation factors established for this procurement.

Richarda Duffy Momsen, City Clerk

**MOTION**  
**SEPTEMBER 30, 2014**

Motion made by Representative Romero, seconded by Representative Acosta, and unanimously carried to **AUTHORIZE** the City's option to extend current Contract 2010-181R Transport Medical Billing, Collections and ePCR Services with Advanced Data Processing, Inc., DBA Intermedix for one (1) additional year pursuant to the provisions of an award approved by the City Council on December 14, 2010. The extended contract period will be from December 14, 2014 to December 13, 2015.

ABSENT: Representative Lilly

Department:	El Paso Fire Department
Award to:	Advanced Data Processing, Inc. DBA Intermedix Fort Lauderdale, FL
Option:	Two [of Two]
Total Estimated Amount:	\$1,309,867.76 (2nd one year option)
Account No.:	322 – 22070 - 522010 – 1000 – P2212
Funding Source:	General Fund - Billing/Collect Agency Contracts

Richarda Duffy Momsen, City Clerk





## Purchasing & Strategic Sourcing Department

### Eight (8) Factor Option Memo

#### Mayor

Oscar Leaser

#### City Council

##### District 1

Peter Svarzbein

##### District 2

Larry Romero

##### District 3

Emma Acosta

##### District 4

Carl L. Robinson

##### District 5

Dr. Michiel R. Noe

##### District 6

Claudia Ordaz

##### District 7

Lily Limón

##### District 8

Cortney C. Niland

#### City Manager

Tommy Gonzalez

To: Purchasing & Strategic Sourcing Department

From: Fire Chief Samuel Peña

Authorized Signature

Subject: Eight (8) Factor Option

Date: May 18, 2016

Re: Extension of contract 2010-181R Transport Medical Billing, Collections & ePCR Service

The El Paso Fire Department recommends authorizing the option to extend 2010-181R Transport Medical Billing, Collections & ePCR Service for a period of 90 days for continued services of the City's Transport Medical Billing, Collections & ePCR. Exercising this option would meet the following threshold considerations:

**1. Are funds available for this Option to Extend?**

Yes, funds are available. Not to exceed the estimated \$360,000 for the proposed 4 month extension is available.

**2. Does the Requirement covered by this option fill an existing need of the City?**

Yes, it provides continued Transport Medical Billing, Collections & ePCR Service while the award of a new contract is finalized.

**3. Is the option price better than the current available market price?**

The option allows a timeframe not to exceed 4 month extension to be in the FY2016 cost for the duration of the contract award process.

**4. Is the time between the date the contract was awarded and the date the option to extend is exercised so short that the market indicates the option is the lowest price obtainable through competition or the most advantageous offer?**

Yes.

**5. Does the Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?**

Yes.

**6. Is the vendor currently under debarred status as per System for Award Management (SAM) [www.sam.gov](http://www.sam.gov)?**

No, vendor is not under debarred status as per the System for Award Management.

**7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form?**

No, vendor is not indebted to the City for any amount as documented in the City's Indebtedness Verification Form.

Bruce D. Collins, CPPO

City 1 | 300 N. Campbell Street | El Paso, Texas 79901 | (915) 212-0043

*"Delivering Outstanding Services"*



## Purchasing & Strategic Sourcing Department

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### Mayor

Oscar Leaser

### ***8. Is the proposed vendor on the City's wage theft data base?***

No, the vendor is not on the City's wage theft data base.

### City Council

#### *District 1*

Peter Svarzbein

#### *District 2*

Larry Romero

#### *District 3*

Emma Acosta

#### *District 4*

Carl L. Robinson

#### *District 5*

Dr. Michiel R. Noe

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### City Manager

Tommy Gonzalez

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***"Delivering Outstanding Services"***