

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

DEPARTMENT: FIRE

AGENDA DATE: Tuesday, September 12, 2013

CONTACT PERSON/PHONE: Sam Peña, Fire Chief (915) 485-5600
Bruce D. Collins – Purchasing Manager (915) 541-4313

DISTRICT(S) AFFECTED: All

SUBJECT:

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Solicitation Contract# 2010-181R (Transport Medical Billing, Collections & eCPR Services) with Advanced Data Processing, Inc. for one (1) additional year pursuant to the provisions of an award approved by the City Council on December 14, 2010. The total estimated minimum award amount is \$1,309,867.76. The extended contract period will be from December 14, 2013 to December 13, 2014.

BACKGROUND / DISCUSSION:

The Fire Department recommends the extension of Contract 2010-181R (Transport Medical Billing, Collections & eCPR Services) for one additional year prior to the expiration of the original term of Contract at the same annual estimated amount of \$1,309,867.76.

The City of El Paso awarded the Transport Medical Billing, Collections & eCPR Services contract to Advanced Data Processing, Inc. for 36 months starting on December 14, 2010.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer; and; (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

PRIOR COUNCIL ACTION:

City Council Awarded Contract 2010-181R Transport Medical Billing, Collections & eCPR Services on December 14, 2010.

AMOUNT AND SOURCE OF FUNDING:

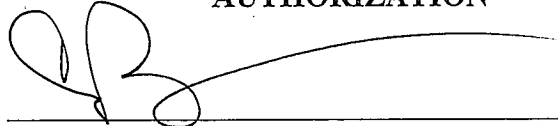
322-1000-22070-P2212-522010 (BILLING/COLLECT AGENCY CONTRACTS)

BOARD / COMMISSION ACTION:

N/A.

*****AUTHORIZATION*****

DEPARTMENT HEAD:



**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **SEPTEMBER 24, 2013.**

Discussion and action on the request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2010-181R Advanced Data Processing Inc. 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, 2013 to December 13, 2014.

Department:	El Paso Fire Department
Award to:	Advanced Data Processing, Inc. DBA Intermedix Fort Lauderdale, FL
Option:	One [of Two]
Annual Estimated Amount:	\$1,309,867.76
Initial Estimated Award:	\$3,929,603.28 (3 years)
1 st One-Year Option:	Estimated Minimum Amount: \$1,309,867.76 (1 year)
2 nd One-Year Option:	Estimated Minimum Amount: \$1,309,867.76 (1 year)
Total Estimated Amount:	\$6,549,338.80 (5 years)
Account No.:	322 – 22070 - 522010 – 1000 – P2212
Funding Source:	General Fund - Billing/Collect Agency Contracts
District(s):	All

This is a Request for Proposals Services, (RFP) Contract

*******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 st One-Year Option:	Estimated Minimum Amount: \$1,309,867.76 (1 year)
2 nd 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

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Seven (7) Factor Option Memo

To: Financial Services – Purchasing Division

From: (Sam Peña, Fire Chief),

Authorized Signature

Subject: Seven (7) Factor Option

Date: (September 10, 2013)

Re: Solicitation No. (2010-181R)

(Fire Department) recommends authorizing the Option to Extend (Transport Medical Billing, Collections and EPCR Services) for (1 year) for (ambulance revenue and collections). Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes, current funding is available as this is a recurring requirement for the City's medical billing/revenue, collections. Fund:1000 Dept:322 Division: 22070
Account: 522010 Program Code: P2212

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

Yes, the option to extend allows for the continued medical billing/ revenue collections and EPCR services.

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

The current market price will result in a cost increase over maintaining the contract at previous year cost estimates. The option holds the cost estimate at previous year's levels.

Mayor
Oscar Leaser

City Council

District 1
Ann Morgan Lilly

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Lilly Limon

District 8
Cortney C. Niland

City Manager
Joyce A. Wilson

Fire Chief
Samuel Peña



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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?

The timeframe before the end of the contract lends itself to utilizing the option to extend as the most advantageous option for the City. By exercising this option, the City is taking full advantage of the best cost estimate that was in place at the time the contract was awarded to this vendor.

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

Yes, the attached Vendor Performance Form shows the vendor performance to be Good or Better in all categories.

6. Is the vendor currently under debarred status as per System for Award Management (SAM) www.sam.gov?

The vendor is showing an active registration status with no active exclusion records showing to the SAM site.

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

No, the vendor is not indebted to the City.

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