SUBJECT: AMBULANCE BILLING SERVICES (REBID)

BID #: ESC-0317-21 **OPEN DATE: 2021-02-24**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - One (1) Year with Four (4) One (1) Year Renewal Options

AGENCY: FIRE/RESCUE

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 3 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the first of four (4) renewal options to Digitech Computer, Inc. (Contract #71012-21) for Ambulance Billing Services (Rebid) for the Jacksonville Fire/Rescue Department. Period of service will be from October 1, 2022 through September 30, 2023 with three (3) one (1) year renewal options remaining. Total estimated annual expenditure not to exceed amount is $774,890.16. Total revised expenditure amount not to exceed $1,893,064.16.

Funding for this award to be encumbered by account: 00111.125004.342630.000000.00000000.00000.0000000 – to be processed by formal contract amendment through Office of General Counsel.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2022. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

ATTACHMENTS: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: OLIVE WALLACE-COHEN **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: April Mitchell, Admin. & Finance Manager

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Jacksonville Fire Rescue

Jacksonville
Where Florida Begins.

MEMORANDUM

August 8, 2022

TO: Gregory Pease, Chairman
Competitive Sealed Proposal Evaluation Committee (CSPEC)

FROM: Christel Burgos, Adm. & Finance Asst Manager

April Mitchell, Adm. & Finance Manager

SUBJECT: Contract # 71012-21
Medical EMS Transport Billing

Request is made to exercise the option to amend Contract #71012-21 between City of Jacksonville and Digitech Computer LLC: (i) to extend medical EMS Transport billing services until Sept 31, 2023. (ii) and, requesting $774,890.16 be allocated for FYE 2023 service fee's, bringing the new fixed monetary amount not-to-exceed ONE MILLION EIGHT HUNDRED NINTY-THREE THOUSAND, SIXTY-FOUR DOLLARS, AND SIXTEEN CENTS ($1,893,064.16).

Your assistance in concurring with this recommendation is appreciated. If you have questions or need additional information regarding this request, please contact Christel Burgos at 255-3264.

Attachments: Contract # 71012-21
Digitech Computer LLC, Letter to Extend
Spend-down Yr 2

cc: Alex Baker, PSEC Specialist

Digitech®

Expert EMS billing and technology

July 21, 2022

Christel L. Burgos, CAC, CPC
JFRD Administration & Finance Asst. Manager
City of Jacksonville - Jacksonville Fire & Rescue Dept.
515 Julia St. North
Jacksonville, FL 32202

Reference Contract #71012-21, Option to Renew

Dear Ms. Burgos:

Digitech Computer LLC requests to extend the Services Contract between The City of Jacksonville and Digitech Computer LLC for Ambulance Billing Services, originally entered into on June 15, 2021 (the "Agreement"), which is set to expire on September 30, 2022. The Agreement shall, upon your signature below, extend through September 30, 2023 with the terms and conditions of said Agreement remaining in full force and effect.

Best Regards,

Mark Schiowitz
President and CEO

Accepted: City of Jacksonville

By: _____

Title: President & CEO

Date: 7/21/22

480 Bedford Road
Bldg. 600, 2nd Fl.
Chappaqua, NY 10514

(914) 741-1919

digitechcomputer.com

3

SUBJECT: AMBULANCE BILLING SERVICES (REBID)

BID #: ESC-0317-21 **OPEN DATE: 2021-02-24**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - One (1) Year with Four (4) One (1) Year Renewal Options

AGENCY: FIRE/RESCUE

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 3 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Demonstrations and oral interviews conducted with the top three (3) vendors were completed on April 20, 2021. Scoring and ranking of bidders are as follows:

Digitech Computer, Inc.	174.00	1
EMS Management & Consultant, Inc	159.00	2
Change Healthcare Technology Enabled Services, LLC.	158.25	3

Recommend approval of award to the highest scoring bidder, Digitech Computer, Inc. Period of service will be from October 1, 2021 through September 30, 2022 with four (4) one (1) year renewal options. Total estimated expenditure not to exceed amount is $1,118,174.00.

Funding for this award to be encumbered by account: 00111.125004.342630.000000.00000000.00000.0000000 – to be processed by formal contract through Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Demonstration Scoring Sheet, Demo Evaluation Criteria, Demo Script, Previous Award

ANALYST: OLIVE WALLACE-COHEN **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Powers, Director Fire Chief

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/6/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/6/21

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

1

SUBJECT: AMBULANCE BILLING SERVICES (REBID)

BID #: ESC-0317-21

OPEN DATE: 2021-02-24

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT

AGENCY: FIRE/RESCUE

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 3 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
On February 24, 2021, the City of Jacksonville, Procurement Division received three (3) responses for subject bid.

The Evaluation Committee has completed their review and recommends approval to move forward with On-site Demonstrations/ Oral Interviews with the three (3) top scoring/qualifying vendors as listed below. The ranking of first, second, and third designates the order of qualification of these firms.

1. Digitech Computer, Inc.
2. EMS Management & Consultants, Inc.
3. Change Healthcare Technology Enabled Services, LLC

ATTACHMENTS: Recommendation Memo, Scoring Sheet, Tabulation, Evaluation Matrix

ANALYST: OLIVE WALLACE-COHEN

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Powers, Fire Chief

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 3/25/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 3/26/21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02