



Orange County Government

Orange County
Administration Center
201 S Rosalind Ave.
Orlando, FL 32802-1393

Legislation Text

File #: 24-1007, **Version:** 1

Interoffice Memorandum

DATE: July 1, 2024

TO: Mayor Jerry L. Demings and County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Alex Morales, Manager II, Fire Rescue Fiscal and Operational Support Division

PHONE: 407-836-9015

SUBJECT: Selection of Contractor, Request for Proposals, Y24-1018-AV, Medical Transportation and Other Fire Rescue Billing Services

ACTION REQUESTED:

Selection of Digitech EMS Billing LLC to provide Medical Transportation and Other Fire Rescue Billing Services, Request for Proposals, Y24-1018-AV. Further request Board authorization for the Procurement Division to negotiate and execute a contract within a budget of \$7,863,750 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms. ([Fire Rescue Department Fiscal and Operational Support Division] Procurement Division)

PROCUREMENT:

Services will be provided for medical transportation and other Fire Rescue billing. The services include compliance with all Federal and State laws, Medicare/Medicaid, and private insurance eligibility verification, payment processing, claims management, medical coding, invoicing, collections, account resolution, financial reporting, customer service and related functions. This contract will be primarily used by the Fire Rescue Department. Other County divisions will have access to the contract if necessary.

FUNDING:

Funding is available in account number 1009-034-0603-3197.

APPROVALS:

The Fire Rescue Department and Business Development Division concur with this recommendation.

REMARKS:

One proposal was received in response to this Request for Proposals (RFP). Digitech EMS Billing LLC is the current provider for these services and has performed satisfactorily.

The proposal was evaluated by the Procurement Committee on June 19, 2024. Commissioner Emily Bonilla was assigned to the Procurement Committee.

The Procurement Committee evaluated the proposal received in accordance with the criteria set forth in the RFP. Pricing is considered to be reasonable, as it is consistent with our current contracted pricing.

To ensure an open and competitive solicitation process, the RFP was posted on the County e-procurement portal. A query from staff to potential proposers that declined to compete on this solicitation resulted in the following:

Optum Insight: Was not able to meet the minimum requirements.

Alluvionic: Does not have a past performance history with this type of service.

The Procurement Committee's consensus scores are attached.