



**INTEROFFICE MEMORANDUM**

June 18, 2024

TO: Ana Villalona, Contracting Agent  
Procurement Division

FROM: Sheena Ferguson, Manager  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation Revised

PROJECT: Y24-1018-AV, Medical Transportation and Other Fire Rescue Billing Services

APPROVED: Sheena Ferguson 6/19/2024

The Minority/Women Business Enterprise (M/WBE) sub-consultants’ participation goal for this RFP is 24% and the M/WBE Employment Workforce goal is 18% M/WBE and 6% Women Business Enterprise (WBE). Listed below are the respondents to the subject RFP with their M/WBE participation score along with the bonus points for Dislocated Workers and Registered Service-Disabled Veterans:

1. Digitech EMS Billing  
LLC  
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*None			

\*The Schedule of Sub-Contracting – M/WBE Participation form state, “the firm will perform all the work with their own forces” Therefore, the evaluator cannot assess M/WBE subconsultant points.

Total M/WBE Participation Proposed: 0%  
**M/WBE Sub consultant participation Weighted Score: 0**

Total M/WBE Workforce: 25%  
 Total WBE Workforce: 44%

**Minority Workforce and Women Workforce Weighted Score: 25**

**Total M/WBE Participation Weighted Score: 25**

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*None		

\*The Schedule of Sub-Contracting – SDV Participation form state, “Not Applicable.”  
 Therefore, the evaluator cannot assess SDV bonus points.

Registered SDV(s) Proposed: 0  
**SDV Bonus Points: 0**

\*Dislocated Worker(s) Proposed: 0  
**Dislocated Worker(s) Bonus Points: 0**

\*The Dislocated Worker form state, “0.” Therefore, the evaluator cannot assess  
 Dislocated Worker bonus points.

**Total Bonus Points: 0**  
*(Includes SDV & Dislocated workers)*