



Interoffice Memorandum

May 3, 2019

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Alex Morales, Fiscal & Operational Support Manager, Fire Rescue
Department

SUBJECT: Selection of Contractor, Request for Proposals, Y19-1005-AV, Medical
Transportation Billing Services

RECOMMENDATION:

Selection of Advanced Data Processing, Inc. to provide Medical Transportation Billing Services, Request for Proposals, Y19-1005-AV.

Request authorization for the Procurement Division to negotiate and execute a 3-year contract within a budget of \$5,781,000. The Procurement Division further requests authorization to renew the contract for two additional 1-year terms.

Proposals were evaluated by the Procurement Committee on May 1, 2019. Commissioner Maribel Gomez-Cordero was assigned to the Procurement Committee.

PURPOSE:

Services will be provided for medical transportation 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.

APPROVALS:

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

REMARKS:

Four proposals were received in response to this Request for Proposals. Advanced Data Processing, Inc. is the current provider for these services and has performed satisfactorily. The proposals from Change Healthcare Technology Enabled Services, LLC, Digitech Computer, Inc., and Life Line Billing Systems, LLC dba LifeQuest Services scored too low for Board consideration.

The Procurement Committee's consensus scores are attached.

RFP# Y19-1005-AV Medical Transportation Billing Services

	QUALIFICATION OF STAFF		QUALIFICATION OF FIRM		TECHNICAL APPROACH		LOCATION		FEE PROPOSAL		M/WBE PARTICIPATION		DISPL. WORKER	SDV PRIME	SDV SUBS	TOTAL
WEIGHT:	10		25		25		10		20		10		5	5	10	
POINT STRUCTURE: 1= Poor 4= Above Avg. 2= Below Avg. 5= Excellent 3= Average	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	BONUS POINTS	BONUS POINTS	BONUS POINTS	
FIRM NAME:																
Advanced Data Processing, Inc.	4.00	40.00	4.00	100.00	5.00	125.00	1.00	10.00	3.13	62.61	3.00	30.00	-	-	-	367.61



Interoffice Memorandum

April 18, 2019

To: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJ: **RFP #Y19-1005-AV, Medical Transportation Billing Services**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and M/WBE participation score on a 1 – 5 rating:

1.	Advanced Data Processing, Inc. (an R1 Company)		3 Points
	None	0%	
	Total M/WBE Participation:	0%	
	EEO Staff	70%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Displaced Workers:	0	

2.	Change Healthcare Technology Enabled Services LLC		3 Points
WF	Associate Staffing and Placement, Inc.	5%	
	Total M/WBE Participation:	5%	
	EEO Staff	65%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Displaced Workers:	0	

Aheena Ferguson

3.	Digitech Computer, Inc.		3 Points
*		0%	
	Total M/WBE Participation:	0%	
	EEO Staff	72%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Displaced Workers:	0	

*Team Staffing Services is not an Orange County certified M/WBE. Therefore, the evaluator could not assess points.

4.	Life Line Billing Systems, LLC dba LifeQuest Services		4 Points
AF(Is)	Ace Staffing, Inc.	28%	
AFAF	KBI Staffing Solutions, LLC	28%	
	Total M/WBE Participation:	56%	
	EEO Staff	30%	
Bonus Points			
*	Service-Disabled Veterans (SDV)	0	
*	Displaced Workers:	0	

* The Schedule of Sub-Contracting – SDV Participation and the Displaced Worker forms were not submitted with the proposal. Therefore the evaluator could assess bonus points.