



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 6/7/04

No.: 04-254

Agenda Item Type: Resolution

No.:

Communication

Roll Call

Submitted by: Merrill Stanley, Finance Director

SUBJECT—

Approving a contract extension with Team Two, Inc. for Ambulance Billing services.

SYNOPSIS—

Approving a three-month extension with Team Two, Inc., the City's current ambulance billing provider, for Ambulance Billing services. The current contract expires June 30, 2004, and the additional time is desired to allow the RFP process to complete a thorough assessment of all proposals and a smooth transition, should a change in contractors occur.

FISCAL IMPACT—

The City pays a percentage of collections for billing and collection services. A new contract could result in a different percentage, but the formula used to determine billing costs will be the same.

RECOMMENDATION—

Approval

BACKGROUND—

On May 28, 1996, Team Two, Inc., received their initial assignment as the City's ambulance service billing contractor. Prior to this time, the billing was performed by City staff. Several contract revisions have been approved since 1996, the most recent in February, 2003 which extended the billing contract to June 30, 2004, with a provision for renewal to June 30, 2006.

On April 19, 2004 the City Council authorized the issuance of an RFP for ambulance billing services. The RFP was issued on May 20, 2004. The RFP contains a targeted start date of October 1, 2004 for the new contract. It is our desire to continue billing services from July 1 through September 30, 2004. Previous conversations with Team Two representatives have indicated their willingness to continue their current contract through that period to avoid a lapse in billings.