

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

 X Resolution or Ordinance (Blue) *Waiver of First Requested*
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: November 17, 2014 (COW)(B of T) December 4, 2014

TITLE: Resolution Authorizing Execution of Contract for Ambulance Billing Services

SUBMITTED BY: Paul DiRienzo, Chief of Lombard Fire Department
Timothy Sexton, Director of Finance

BACKGROUND/POLICY IMPLICATIONS:

The Village's current contract for ambulance services with Specialty Billing will end on December 31, 2014. Specialty Billing notified the Village that they are shutting down operations. Our current rate with Specialty Billing is 5% of monthly revenue collected. In October, a request for proposals (RFP) for a new contract was sent to five companies. Three companies submitted proposals by the November 7th deadline.

The Finance and Fire department staff reviewed the three proposals and recommend Andres Medical Billing Ltd. based on lowest pricing, recommendations from other municipalities, and ability to meet our requirements. The RFP and responses to the RFP, including all supporting documentation are available in my office for review. Due to their size, I have not included this information herein.

- Andres proposed a rate of 4.75% of monthly revenue collected with no increase for six years.
- Paramedic Billing proposed a rate of 5% of monthly revenue collected with no increase for six years. They also proposed an alternate incentive based commission structure that would increase their commission by .5% for every 2% revenue increase received by the Village.
- Medical Reimbursement Services, LLC proposed a fee of 5% of all payments collected. If they raise the amount of collectables by 10% during the first 15 months, their fee would increase to 6%.

Both the Finance and Fire department staff recommend that the Village Board of Trustees approve the attached contract for a three year period with a three year option.

Review (as necessary):

Village Attorney X	_____	Date	_____
Finance Director X	<i>Timothy Sexton</i>	Date	<i>11/20/14</i>
Village Manager X	<i>Scott Niehaus</i>	Date	<i>11/21/14</i>