

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of a Five-year professional services contract to provide Basic Life Support (BLS) patient transport billing services.

Jay D Hagen, Fire Chief, 452-6895

Dave Tait, Battalion Chief, 452-6982

Fire Department

EXECUTIVE SUMMARY

This Resolution will award a new five-year contract to Systems Design for patient billing services.

RECOMMENDATION

Move to adopt Resolution No. 10054.

BACKGROUND/ANALYSIS

On December 12, 2011, as part of the 2011-2012 Mid Biennium budget process, the City Council approved Ordinance No. 6029 to recover certain costs of providing BLS emergency medical services transports. To streamline the billing process and the recovery of the new fee, the City contracted with a private contractor to provide these services.

Since contracting for this service has proven to be efficient and effective, the Fire Department would like to continue contracting out this service in the future. To comply with City contract policies, the Fire Department issued a Request for Proposal (RFP) on November 8, 2016. The department received four proposals from Life Quest Services, 911 Billing, McKesson and Systems Design.

On December 19, 2016, the Transport Billing Services RFP Selection Committee members met to review the proposals received. Systems Design's proposal was selected as the best value and most advantageous to the City when all factors were considered. Systems Design has been providing patient transport billing services to the City of Bellevue at the same price of \$20.50 per patient for the last five years. The current contract between Systems Design and the City of Bellevue expires on January 31, 2022.

Systems Design is located in Poulsbo, Washington and has been a leader in the Emergency Medical Systems (EMS) billing industry for more than 25 years. Systems Design provides EMS billing services to over 100 fire departments in the Pacific Northwest, including the cities of Everett, Kirkland, Mercer Island, Shoreline and Eastside Fire and Rescue.

This year we opted to do a Notice of Intent to Contract with Systems Design to allow other vendors to come forward with proposals if they are interested in providing these services to the Department. There was interest from one company Image Trend. Upon further discussions with Image Trend, they do not have experience with the software platform mandated by King County for patient records. Therefore, Systems Design will be the most beneficial contractor to continue to provide the City with these services.

POLICY & FISCAL IMPACTS

Policy Impact

Bellevue City Code 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$90,000.

Fiscal Impact

Systems Design will be responsible for invoicing citizens and/or private insurance companies for non-emergency BLS patient transport services rendered by the Bellevue Fire Department. The cost per patient billing is \$22.00. Total estimated annual cost of providing the services based on 3600 transports per year is \$81,600 per year, or \$408,000 for the five-year term of the contract. Expenditures associated with the contract are budgeted within the Fire Department's General Fund Operating Budget.

OPTIONS

1. Adopt the Resolution authorizing execution of a Five-year professional services contract to provide Basic Life Support (BLS) patient transport billing services.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

Proposed Resolution No. 10054

AVAILABLE IN COUNCIL LIBRARY

BLS Transport Billing Services Contract