

**CITY OF WARREN**  
*Office of the Council Secretary*

Item 10k

**INTER-OFFICE COMMUNICATION**

**DATE:** October 13, 2015

**TO:** James R. Fouts, Mayor

**SUBJECT:** CONSIDERATION AND ADOPTION OF A RESOLUTION approving review panel recommendation to award RFP-W-9148 for ambulance billing and collection services to AccuMed Services, Inc., for a five (5) year period with the option to renew for two (2) additional two (2) year periods followed by one final option to renew for one(1) additional year. Expenditures are based on revenues collected.

At a regular meeting of the City Council held Tuesday, October 13, 2015 Council by formal motion approved the above listed item.

Trusting this information to be of value.



Scott C. Stevens  
Council Secretary  
Mayor Pro Tem

cc: Attorney  
Fire  
Controller  
Clerk

**RESOLUTION**

Document No: RFP-W-9148

Product or Service: Ambulance Fee Billing and Collection Services

Requesting Department: Fire

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on October 13, 2015 at 7 p.m. Eastern Daylight Saving Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: Boccomino, Colegio, Green, Sadowski,  
Stevens, St. Piere, Warner

ABSENT: Councilmembers: None

The following preamble and resolution were offered by Councilmember Warner and supported by Councilmember Boccomino.

The Fire Department sought a qualified vendor to furnish Ambulance Fee Billing and Collection Services for the City.

On Wednesday, April 29, 2015, sealed Requests For Proposals were publicly opened for RFP-W-9148. The RFP document required the firms to provide qualification and pricing information pertaining to furnishing ambulance fee billing and collection services.

Eight proposals were received and sent to the review panel members and, subsequently, the review panel met to evaluate the merits of each proposal.

The review panel determined that the proposal submitted by AccuMed Billing, Inc., 23521 Telegraph Road, Brownstown, Michigan 48193 best met the City's vision for furnishing ambulance fee billing and collection services.

IT IS RESOLVED, that AccuMed Billing, Inc. is hereby awarded ambulance fee billing and collection services, per the executed contract and proposal document (RFP-W-9148), for a period of five years with the option to renew for two additional two-year periods followed by the option to renew for one additional year (total of a possible ten years). The award shall commence upon City Council approval and the date that the contract is executed.

Funds are available in the Fire Department Contractual Services Account: 1336-80100.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- Proposal Documents
- Contract
- Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: Warner, Boccomino, Stevens, Sadowski,  
Green, Colegio, St. Pierre

NAYS: Councilmembers: None

RESOLUTION DECLARED ADOPTED this 13th day of October, 2015.

  
SCOTT C. STEVENS  
Secretary of the Council  
Mayor Pro Tem

