



**City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.  
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[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No:** 2007-0584

**TO:** Mayor and City Council Members  
**FROM:** Ron Crowell, Fire Chief  
**DATE:** September 4, 2007  
**SUBJECT:** Field Data Capture Software

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**REQUEST:**

City Council authorization for the purchase of Field Data Capture Software, web-hosting services and first year annual support to AccuMedWeb, Riverview, Michigan, in the amount not-to-exceed \$47,536.65.

**REASON FOR PURCHASE:**

As part of the Request for Proposals for Ambulance Billing Services, proposals were requested to provide information on software products utilized for emergency medical services field data capture. The software product provides data for billing purposes to the ambulance billing company. In addition, the software will electronically meet the reporting standards for the Oakland County Medical Authority and compliance with the new State of Michigan emergency medical services electronic run reporting requirements.

The Fire Department reviewed and evaluated the functionality of the software products utilized by the proposers. AccuMedWeb was selected as the best value for the City for a web-based data capture application. The software is NEMSIS gold certified as a field data capture solution. Further, AccuMedWeb provides web hosting services. Due to the HIPPA and other security requirements for emergency medical services data, as well as the server and administrative requirements for the application, a hosted service is supported by the City's Management Information Systems Department.

The software modules, licenses, deployment, training, and first year support and data retention is \$47,536.65. Future support and data retention is fixed at \$7,585.65 annually for the next four years.

Electronic EMS reporting will assist departmental operations in a number of ways. First, it will substantially reduce the time it takes staff to process paper copies for billing and reporting purposes. Second, it will fulfill an unfunded State mandate making it mandatory for EMS agencies to begin electronic data submission. Finally, it will improve the turn around time for billing and revenue collection.

In 2006, the Fire Department applied for a grant funded by the Department of Homeland Security Assistance to Firefighters Grant program to assist with purchasing the mandated electronic data submission equipment. The Fire Department was notified in February, 2007, that the grant application was approved for a total project cost of \$71,163. The Federal share of that total is \$56,931 of the approved amount and the City's share of the cost is \$14,232 (80/20 split). The majority of the cost of the software will be offset by the grant funds.

**PROCESS:**

**Vendor Name and Address:**

AccuMedWeb LLC  
PO Box 2122  
Riverview, Michigan 48192

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Purchase Order

**BUDGET:**

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
FIRE CAPITAL FUND	Office Equipment & Furniture	402.980000	\$71,170	\$43,735.74	\$27,424.26
FIRE FUND	Operating Equipment	340.748000	\$37,000	\$3,797.91	\$33,202.09

Total Grant plus City's match is \$71,163. \$27,424.26 of the grant funds is allocated to the hardware purchase (Nine Toughbook 19's and DC Adaptors); \$43,738.74 is allocated toward the software purchase.

**RECOMMENDATION:**

It is recommended that City Council authorize the purchase of Field Data Capture Software, web-hosting services and first year annual support to AccuMedWeb, Riverview, Michigan, in the amount not-to-exceed \$47,536.65.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		

<b>Budget Content: Finance Director</b>		
<b>Purchasing Process: Supervisor of Procurement</b>		
<b>Mayor</b>		
<b>City Council Liaison</b>		

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