

## City Council Agenda Summary Sheet (Purchases)

**Agenda No:** 2004-0633  
**Date:** July 20, 2004  
**Prepared By:** Gregory Walterhouse, Fire Chief  
**City File No:**  
**Meeting Date:** August 4, 2004

---

**PURPOSE:**

Increase Blanket Purchase Order for AccuMed Billing, Inc. for ambulance billing services in the amount of \$30,000 for a new total not-to-exceed amount of \$80,000 through December 31, 2004.

**DISCUSSION:**

The current blanket purchase order for ambulance billing services was approved for \$50,000 for the collection of EMS medical services provided by the Rochester Hills Fire Department. Due to the increased number of ambulance runs resulting in increased billings and ultimately higher revenue, the amount of the existing blanket purchase order needs to be increased. It is estimated that an additional \$30,000 is required through December 31, 2004.

An RFP process was utilized in 2002 to select AccuMed Billing, Inc. The billing company's responsibilities include collecting run reports, generating medical bills and handling collections. All monies received from collections are deposited directly into the City's accounts. AccuMed charges the City 10% of collections and invoice the City monthly.

**FISCAL INFORMATION:**

No impact on staff or services.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
344	801000		\$50,000	\$80,000	(\$30,000)

\$50,000 is currently budgeted in the 2004 budget line-item 344.801000 as well as the offsetting revenue in 206.608010. A budget amendment will be necessary.

**Vendor Name and Address:**

AccuMed Billing, Inc.  
 PO Box 2122  
 Riverview, MI 48192

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Blanket Purchase Order

**RECOMMENDATION:**

It is recommended that City Council increase the blanket purchase order for AccuMed Billing, Inc., Riverview, Michigan, in the amount of \$30,000 for a new total not-to-exceed of \$80,000 through December 31, 2004.

**ATTACHMENTS:**

---

Department Authorization: Gregory Walterhouse, Fire Chief

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**