



**AGENDA MEMO**  
8/16/2016 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Elizabeth Anderson, Purchasing Manager

**SUBJECT:** Professional Services Contract with Emergicon

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**BACKGROUND:**

Emergicon has been providing EMS billing services to the City since 2015. These services include filing bills from ambulance calls with the insurance companies and then contacting the patients to collect their portion of the invoice. The initial contract expires in September, and staff is requesting approval to enter into a new professional services contract that will automatically renew each year.

Emergicon's average collection rate for University Park over the past year has been 68%, vs. 51% from the previous provider. These percentages reflect collections within the first 120 days after the invoice date. Emergicon collected \$233,154 for the City during its first twelve months of operations in University Park.

The terms of this contract give Emergicon a commission of up to 11% of monthly revenue collected. Commission increases to 22% for recovery on accounts that are 120 days past due. Emergicon will also continue to pay the annual licensing fees of the related ePCR software that is used to record patient treatment. Staff interviewed Emergicon and its references extensively, and is satisfied that the company meets HIPAA requirements.

A copy of the contract with Emergicon is attached.

**RECOMMENDATION:**

Staff recommends approval of the new professional services contract with Emergicon.