



Financial Management  
Procurement Division  
1112 Manatee Ave W., Suite 803  
Bradenton, FL 34205  
Phone: (941) 749-3014  
www.mymanatee.org

April 6, 2017

TO: All Interested Proposers

SUBJECT:

Request for Proposal (RFP) #17-0741WB  
Emergency Medical Services (EMS) Billing

ADDENDUM No. 2

The following items are issued to add to, modify and clarify the Request for Proposal document. Proposals are to be submitted on **April 14, 2017 at 4:00 P.M.**, in conformance with the additions and revision listed herein.

**The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFP was April 5, 2017 at 4:00 P.M.**

**Proposer Note 1: Response to questions received from proposers through March 28, 2017.**

**Proposer Note 2: Additional questions shall be considered until April 5, 2017 at 4:00 P.M.**

**Proposer Note 3: Proposals are due April 14, 2017. No additional clarifications will be accepted.**

1. Successful Proposer shall demonstrate that appropriate controls are in place and current compliance by maintaining a "Statement on Auditing Standards No. 70 (Type II, SAS 70) certification" to qualify. If I do not have the auditing certificate will I still be able to qualify.

**Response: This is a requirement as stated in the RFP.**

2. Addendum #1, Response to Question 40: The County lists total transports billed by year as:

2015 – 34,695  
2016 – 31,861

The EMS state registry shows a year over year increase for Manatee County in reported transports, and the County reports its population is growing. Is there a reason the transports coded and billed by the current vendor show a decrease in volume of 8.1%? Does the current vendor reconcile to the CAD system to ensure all transports are being processed?

**Response: 2016 should be 32,975**

1. **Operational changes have shed some low acuity interfacility calls to private ambulance vendors in the County in order to meet the increased demand.**
  2. **Helicopter transports increased, but still bill for a treatment fee, but not "transported".**
  3. **Changes in demographics of calls during the year.**
3. Please list the transport hospital and the associated patient transport volume for 2016. Does the current billing vendor interface electronically with those hospitals to receive updated patient insurance and demographic data?

**Response:**

<b>ALL CHILDRENS HOSPITAL</b>	<b>60</b>
<b>BAY PINES VETERANS MEDICAL CENTER</b>	<b>17</b>
<b>BAYFRONT MEDICAL CENTER</b>	<b>28</b>
<b>BLAKE MEDICAL CENTER*</b>	<b>10711</b>
<b>DESOTO MEMORIAL HOSPITAL</b>	<b>3</b>
<b>DOCTORS HOSPITAL OF SARASOTA</b>	<b>163</b>
<b>FLORIDA HOSPITAL WACHULA</b>	<b>2</b>
<b>JAMES A. HALEY VETERAN'S HOSPITAL</b>	<b>2</b>
<b>LAKELAND REGIONAL MEDICAL CENTER</b>	<b>2</b>
<b>LAKEWOOD RANCH MEDICAL CENTER*</b>	<b>3849</b>
<b>MANATEE GLENS</b>	<b>1</b>
<b>MANATEE MEMORIAL HOSPITAL*</b>	<b>16652</b>
<b>SARASOTA MEMORIAL HOSPITAL ER</b>	<b>1391</b>
<b>SOUTH BAY HOSPITAL</b>	<b>66</b>
<b>ST JOSEPH'S CHILDRENS HOSPITAL</b>	<b>2</b>
<b>ST JOSEPH'S HOSPITAL-SOUTH</b>	<b>11</b>
<b>TAMPA GENERAL</b>	<b>15</b>

**Local high volume hospitals marked with an \* send a data file with patient and billing demographics for patients transported by EMS to their facility.**

4. Please confirm every patient transported should receive Notice of Privacy Statement and a separate mailing for a Customer Survey meaning every transport will receive at least two mailings even before insurance carries process the claim. That means that patients whose balances are fully met by insurance carriers will still receive two mailings.

**Response: Correct, County does not want the survey associated with the bill for services in order to obtain clean feedback.**

5. Please list the name of the bank the County utilizes for lock box services and confirm the successful vendor will have electronic access to lock box deposits daily.

**Response: The Manatee County Tax Collector maintains the lock box. The County sends a secure upload to the vendor of all transactions and details daily.**

6. Attachment C provides transports billed by service type. It lists total miles for 2015 and 2016 as 33,662 and 32,470 respectively. These numbers appear to be the total of the transports provided above. Please provide the total loaded miles billed or the average loaded miles per transport.

**Response: See Addendum 1, Response to Question 41.**

**No additional questions will be considered after the issuance of this Addendum No. 2.**

Proposals are to be prepared as instructed in this Request for Proposal and shall be received at Manatee County Purchasing Division, Suite 803, 1112 Manatee Avenue West, Bradenton, FL 34205 on or before **4:00 P.M. on April 14, 2017.**

Regards,

William Bryant  
Contracts Negotiator

