

# Kenai Peninsula Borough Purchasing & Contracting

## MEMORANDUM

**TO:** Charlie Pierce, Mayor

**THRU:** John D. Hedges, Purchasing & Contracting Director *JH*

**FROM:** Brandi Harbaugh, Finance Director *BH*

**DATE:** June 16, 2021

**RE:** Authorization to Award a Contract for RFP21-008 Ambulance Billing Service

On May 11, 2021, the Kenai Peninsula Borough Finance Department formally solicited proposals for RFP21-008 Ambulance Billing Service. The request for proposals was advertised in the Peninsula Clarion and the Anchorage Daily News on May 11, 2021.

The project consists providing medical billing services for ambulance service.

On the due date of May 26, 2021, five (5) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Systems Design West	Poulsbo, Washington	346
Wittman Enterprises, LLC	Rancho Cordova, California	332
Quick Med Claims, LLC	Pittsburgh, Pennsylvania	264
Change Healthcare Technology Enabled Services, LLC	Alpharetta, Georgia	243
ImageTrend, Inc.	Lakeville, Minnesota	213

The highest ranking proposal, which includes a cost factor, was submitted by Systems Design West with a lump sum cost proposal of \$46,948.00. The proposal review committee recommends award of a contract to Systems Design West of Poulsbo, Washington. Your approval for this award is hereby requested.

Funding of this contract will be charged to account number 206.51110.00000.43011, 209.51410.00000.43011, 211.51610.00000.43011, and 212.51810.00000.43011.

  
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Charlie Pierce, Mayor

6/16/2021  
\_\_\_\_\_  
Date

NOTES:

FINANCE DEPARTMENT FUNDS VERIFIED – FY2022	
Acct. No. <u>206.51110.00000.43011</u> Amt: <u>\$18,724.00</u>	Acct. No. <u>209.51410.00000.43011</u> Amt: <u>\$7,500.00</u>
Acct. No. <u>211.51610.00000.43011</u> Amt: <u>\$18,724.00</u>	Acct. No. <u>212.51810.00000.43011</u> Amt: <u>\$2,000.00</u>
By: <u>PP</u>	Date <u>6/16/2021</u>