



## KENAI PENINSULA BOROUGH

Purchasing & Contracting  
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MIKE NAVARRE  
BOROUGH MAYOR

### MEMORANDUM

**TO:** Mike Navarre, Mayor  
**THRU:** Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*  
**FROM:** Craig Chapman, Finance Director *C. Chapman*  
**DATE:** June 27, 2016  
**SUBJECT:** Authorization to Award Contract for RFP16-005 Ambulance Billing Service

The Purchasing and Contracting Office formally solicited and received proposals for RFP16-005 Ambulance Billing Service. Proposal packets were released and the Request for Proposal was advertised in the Peninsula Clarion on June 8, 2016.

The project consists of providing medical billing services for ambulance services.

On the due date of six (6) proposals were received and ranked by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Systems Design	Poulsbo, Washington	357.72
Wittman Enterprises	Rancho Cordova, California	340.00
Amerik Medical Billing	Lake Forest, California	334.74
Quick Med Claims	Pittsburgh, Pennsylvania	294.04
Health Svs. Integration	Santa Rosa, California	278.74
7 <sup>th</sup> Generation Medical	Wasilla, Alaska	251.00

The highest ranking proposal, which includes a cost factor, was submitted by Systems Design West, LLC with a per transport fee of \$21.50. The proposal review committee recommends award of a contract to Systems Design West, LLC. Your approval for this award is hereby requested.

Funding for this project is in account numbers 206.51110.00000.43011, 209.51410.00000.43011, 211.51610.00000.43011, and 212.51610.00000.43011.

*Mike Navarre*  
Mike Navarre, Mayor

*6/27/2016*  
Date

FINANCE DEPARTMENT	
FY2017 FUNDS VERIFIED	
206.51110.00000.43011	\$10,750.00
Acct. No./Amount	209.51410.00000.43011 \$ 4,500.00
211.51610.00000.43011	\$37,000.00
Acct. No./Amount	212.51610.00000.43011 \$ 1,800.00

By: *rp* Date: *6/27/16*