

ITEMS REQUIRING BOCC APPROVAL

October 5, 2023

(2 Items)

1. EMS BILLING SERVICES CONTRACT RENEWAL - DIVISION OF FINANCE AND EMERGENCY MEDICAL SERVICES (EMS)

FUNDING - DIVISION OF FINANCE AND EMS

(Single Source)

#23-2072 Contract

	Digitech Computer LLC
Monthly percentage of collection basis	3.25% of net collections
Start-up cost, installation fees, and conversion of existing accounts	Included
Any additional fees/charges	No

On the recommendation of Britt Rosencutter, on behalf of Finance and EMS, Anna Meyerhoff-Cole moved to **accept the renewal rates provided by Digitech Computer LLC for a five (5) year period commencing December 2, 2023**. Jennifer Blasi seconded the motion. The motion passed unanimously.

Sedgwick County EMS requests renewal of the agreement with Digitech Computer LLC for billing services of ambulance transport claims. The original agreement in 2018 was with Advanced Data Processing, Inc. which underwent a reorganization and name change to Digitech Computer LLC.

Digitech Computer LLC receives a daily electronic export of patient care reports, reviews and verifies charges by certified coders in compliance with HCPCS (Healthcare Common Procedure Coding System) and ICD-10 (International Classification of Diseases, Tenth revision) codes, invoices the proper payer, and processes payments.

Digitech Computer LLC also provides periodic reports to the county summarizing the activity completed and daily confirmation reports to verify charge activity received from EMS and payments posted to the accounts. Once an account has been billed for six (6) months or longer and remains with an open balance, the account will be forwarded to the county for follow-up collection activity.

Digitech Computer LLC has a Quality Control and Assurance program to verify accuracy in coding and recording of charges and claims processing. Additionally, the billing company will comply with all CMS (Centers for Medicare & Medicaid Services) and HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations, as well as maintain adherence to the Office of Inspector General of the Department of Health and Human Services Compliance Program Guidance for billing companies as published in the Federal Register or by the Medicare Administrative Contractor for Kansas, including verification that no one on Digitech's staff is excluded from participation in any state and/or federal health care program. Also, Digitech Computer LLC will provide the county with an annual independent audit and a SSAE 16, SOC 1 (Service Organization Controls Report) annually.

Notes:

As compensation for services, Digitech Computer LLC receives 3.25% of net collections.

In 2022, Digitech Computer LLC processed 43,913 billable incidents with net collections of \$14,990,492.00.

**Questions and Answers**

Anna Meyerhoff-Cole: 3.25% is their current percentage of collection?

Brian Nicholas: To answer your question, yes. The 3.25% of net collections is unchanged from the previous agreement.

Russell Leeds: This agreement was originally entered into in 2018. That was part of the competitive process through an RFP or how was that done in 2018 do you recall?

Joe Thomas: I recall it being part of the competitive process and it was originally with Advance Data Processing. Yes, it was a RFP to begin with.

Russell Leeds: Could you explain the basis for it being a Sole Source?

Joe Thomas: The terminology Single Source means that we are continuing with this vendor due to compatibility or continuation of services. Originally, it was picked as a competitive solicitation awarded vendor and now that we want to continue with this vendor to maintain the same processes, pricing, and systems, we term this as a single source. Another meaning is that there are other options but this is the one that we have singled out.

Russell Leeds: I said Sole Source but I meant Single Source. So the basis for Single Source designation is for continuity of operations based on?

Joe Thomas: To continue and renew the contract with the same vendor. Due to continuity of the services, the way it is set up, there are no changes that are made. They have had a lot of success with this particular vendor.

Brian Nicholas: I'll agree with everything that Mr. Thomas has said. Just to add to it, it is highly integrated with our current systems, meaning our patient care reporting system, the interface is with that and the direct digital transfer of information. It also integrated on the other side with Finance and the credit card payment system. Again, we are satisfied with the service. We consulted with Finance and as far as how they have performed for us we're satisfied and we would request to continue.

We reached out to Mr. Elpers with the IT Department as far as what would be the estimated cost if we were to sever all of these connections and reestablish them. He estimated it could be as much as \$18,000.00. The larger issue is probably the interruption of our revenue flow. We collect approximately \$1,500,000.00 per month and based on previous transitions to different outsource billing vendors it's a 2 1/2 to 3 month process so there would be revenue flow interruption of up to \$4,000,000.00 delayed. We would risk missing timely filing deadlines with some insurance companies as well as going through the backlog of claims that would have to be worked through if we were unable to process claims for that period of time.

Russell Leeds: When we contracted with this firm through an RFP in 2018, was there a disruption at that point and do you recall for how long?

Brian Nicholas: Yes, that is where we came up with the estimate of 2 1/2 to 3 months.

Russell Leeds: There was a disruption during that time?

Brian Nicholas: Yes, a significant disruption..

Russell Leeds: It took several months to get the backlog worked through and to reestablish revenue flow?

Brian Nicholas: Yes, exactly. I would add that we have had a very stable revenue flow during the time we have been with Digitech. It has been very beneficial.

**BOARD OF BIDS AND CONTRACTS OCTOBER 5, 2023**

**2. LAKE AFTON PARK - PAVILION RENOVATIONS -- PROJECT SERVICES  
FUNDING -- REMOTE PAVILION AT LAP**

(Request sent to 140 vendors)

RFB #23-0051 S/C # 8000223928

	Icon Structures, Inc.	Farha Construction, Inc.
Lump Sum, Base Bid	\$239,300.00	\$300,000.00
Alternate Bid	\$2,120.00	\$1,572.40
Total	\$241,420.00	\$301,572.40
Days to Substantial Completion	170	182
Days to Final Completion	30	18
Total Calendar Days	200	200
Bid Bond	Yes	Yes
Acknowledged Addenda	Yes	Yes
<b>Van Asdale Construction, LLC</b>		
Lump Sum, Base Bid	<b>\$205,000.00</b>	
Alternate Bid	<b>\$1,700.00</b>	
Total	<b>\$206,700.00</b>	
Days to Substantial Completion	<b>160</b>	
Days to Final Completion	<b>10</b>	
Total Calendar Days	<b>170</b>	
Bid Bond	<b>Yes</b>	
Acknowledged Addenda	<b>Yes</b>	
No Bid	ACM Removal - Kansas, LLC	G-Mac Construction, Inc.
	Martin K. Eby Construction Co., Inc.	Murray & Sons Construction Co., Inc.
	The Korte Company	Tru Building, Inc.

On the recommendation of Joe Thomas, on behalf of Project Services, Tim Meyers moved to **accept the low bid from Van Asdale Construction, LLC in the amount of \$206,700.00**. Anna Meyerhoff-Cole seconded the motion. The motion passed unanimously.

Upgrades to the rental Pavilion for park guests to include, but not limited to: electrical service, LED lighting, replace suspended acoustical ceiling and grid, new windows, doors, concrete, millwork, and various ADA modifications.

**Questions and Answers**

Russell Leeds: Just as a note, it looks like we sent the request to 140 vendors and got 3 responses and we are recommending to accept the low bid contractor.

Joe Thomas: Yes.

Russell Leeds: I was just going to ask about this being a revenue generating facility, is that correct?

Aaron Bailey: Yes it is. This facility is available for rent through our online reservations at \$200.00 per rental.

Russell Leeds: Do you have any data on what type of revenue we generate annually on that?

Aaron Bailey: I don't have that information. We are looking to use that in our performance measures. I can tell you that it was rented 51 times in 2022. That is typically on a weekend but not always so you can kind of infer it is rented most weekends.

Russell Leeds: So it is a public use building but it is for rent and it does generate revenue for the Parks Department for the county?

Aaron Bailey: Yes, that is correct.