



Legislation Text

File #: 21-1233, **Version:** 1

Chief Administrative Office, Emergency Medical Services and Emergency Preparedness and Response Division, recommending the Board approve and authorize the Purchasing Agent to execute Amendment I to Agreement 3590 with Access Capital Services, Inc. for ambulance billing collection services, extending the term through April 30, 2023, and increasing the not-to-exceed amount to \$100,000.

FUNDING: County Service Areas 3 & 7 Ambulance service fees.

DISCUSSION / BACKGROUND

In 2019, Purchasing Agent executed Agreement #3590 with Access Capital Services, Inc. The County determined it was necessary to obtain a Contractor to provide collection services for past due receivables on an "as requested" basis for its Health and Human Services Agency (HHSA). Access Capital has specialized knowledge of ambulance billing, Medi-Cal and Medicare billing practices; laws governing collections agency practices, and established electronic interface with County's designated ambulance billing provider. The Health and Human Services Agency had previously contracted with Access Capital since 2013.

Amendment I to Agreement #3590 extends the term to April 30, 2023, increases the NTE to \$100,000, and updates references to HHSA to Chief Administrative Office, EMS. Per Policy C-17, the Board of Supervisor's approval is required for any contract term exceeding three (3) years inclusive of all and any amendments. Furthermore, Policy C-17 states that contracts for services in excess of the Purchasing Agent's authority must be approved by Board of Supervisors.

ALTERNATIVES

The Board could decline to approve and authorize the execution of Amendment I to Agreement 3590; however, the County would experience a lapse in service in collecting past due receivables for ambulance billing.

PRIOR BOARD ACTION

On August 27, 2019, the Board approved the transfer of the Ambulance Billing function from the Health and Human Service Agency to the Chief Administrative Office (Legistar #19-1241). The transfer of the Ambulance Billing function was completed effective January 1, 2020.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel

CAO RECOMMENDATION / COMMENTS

Approved as recommended.

FINANCIAL IMPACT

Compensation is provided to Access Capital Services on commission basis only, based on revenue collected. Commission payments are appropriated in the Fiscal Year 2021-22 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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