Memorandum

MIAMI-DADE COUNTY

Date: February 10, 2009

To: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

BPS
Agenda Item No.
3(P)

From: Carlos Alvarez
Mayor

George M. Burgess
County Manager

Subject: Approval to Reject all Proposals, Waive the Bid Protest Process, and approve Competitive Negotiations for Request for Proposals (RFP) 600-2/22: Emergency Medical Services Billing

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RECOMMENDATION

It is recommended that the Board of County Commissioners reject all proposals received in response to the referenced Request for Proposals (RFP), waive the competitive bidding and bid protest procedures, and authorize competitive negotiations between the two highest ranked firms, Advanced Data Processing Inc. and PST Services Inc, a McKesson Company.

CONTRACT NUMBER: RFP600-2/22

CONTRACT TITLE: Emergency Medical Services Billing

TERM: Five year, with two, five-year options-to-renew

APPROVAL TO ADVERTISE: December 27, 2007

CONTRACT AMOUNT: $2,160,000* for the initial five year term

*This is the estimated fee to be paid for the collection of Emergency Medical Services billed on behalf of Miami-Dade Fire Rescue Department (MDFR)

USING/MANAGING AGENCY AND FUNDING SOURCE:

Department	Allocation	Funding Source
MDFR	$2,160,000	Fire District Operating Fund

METHOD OF AWARD: Award to the highest ranked responsive, responsible proposer following a full and open competitive RFP process

VENDOR RECOMMENDED FOR AWARD: Not Applicable

PERFORMANCE DATA: Not Applicable

COMPLIANCE DATA: Not Applicable

VENDOR NOT RECOMMENDED FOR AWARD:	Not Applicable
CONTRACT MEASURE:	Small Business Enterprise bid preference
LIVING WAGE:	The Living Wage Ordinance does not apply
USER ACCESS PROGRAM (UAP):	The Request for Proposals (RFP) includes the 2% User Access Program provision
LOCAL PREFERENCE:	Applied in accordance with the Ordinance
PROJECT MANAGER:	Adil Khan, Department of Procurement Management Scott Mendelsberg, Miami-Dade Fire Rescue Department
ESTIMATED CONTRACT	Not Applicable
EFFECTIVE DATE:	Upon approval by the Board and expiration of the mayoral veto period

BACKGROUND

The County issued RFP No. 600-2/22 under full and open competition on December 27, 2007, for Emergency Medical Services billing for the Miami-Dade Fire Rescue Department (MDFR). The solicitation was structured to achieve the highest revenue for the County with a Minimum Annual Guarantee (MAG). Five proposals were received in response to the RFP. Proposals were presented to the Selection Committee for consideration. The Selection Committee evaluated the proposals by following the procedures of an open and competitive process and recommended that the County negotiate with the highest ranked firm, Advanced Data Processing Inc. (ADPI).

On June 6, 2008, the County Manager approved negotiations with ADPI, the highest ranked vendor for the referenced solicitation. Following four negotiations meetings, the Negotiations Team has not been able to reach an agreement with ADPI on contract terms acceptable to both parties. The meeting held on September 26, 2008 included Negotiations Team members, legal counsel from both parties, the Miami-Dade Fire Chief, and ADPI representatives.

ADPI advised that they will not be able to hold the MAG offered in its base proposal. This MAG was considered by the Selection Committee in its rankings that led ADPI to be selected as the highest ranked proposer. ADPI indicates that their proposal was based upon historical data where the county billed approximately 68,000 transports per year. Since the issuance of the RFP, the county has seen an increase to approximately 90,000 transports per year. ADPI then requested the County consider its Alternate Price Proposal that was submitted with its proposal. The Alternate Price Proposal was submitted in accordance with Section 3.2 (B) Price Proposal of RFP600-2/22. After consultation with the County Attorney's Office, a meeting of the Negotiations Team was scheduled on November 5, 2008 to further discuss the request for consideration of the Alternate Price Proposal. After review of the Alternate Price Proposal, the Negotiations Team recommended that negotiations with ADPI be terminated. It also recommended that the County reject all offers for RFP 600-2/22, waive the competitive bidding and bid protest procedures, and authorize competitive negotiations between the two highest ranked firms, ADPI and PST Services, Inc., a McKesson Company.

It is therefore recommended that all proposals be rejected in response to RFP 600-2/22. It is also requested that approval be granted to waive the competitive bidding and bid protest processes. If approved, competitive negotiations will be conducted with the two highest ranked proposers for these services on behalf of MDFR to obtain the best value for Miami-Dade County.

Assistant County Manager

MEMORANDUM

(Revised)

TO: Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners

DATE: March 3, 2009

FROM: R. A. Cuevas, Jr. County Attorney

SUBJECT: Agenda Item No.

Please note any items checked.

_____ **"4-Day Rule" ("3-Day Rule" for committees) applicable if raised**

_____ **6 weeks required between first reading and public hearing**

_____ **4 weeks notification to municipal officials required prior to public hearing**

_____ **Decreases revenues or increases expenditures without balancing budget**

_____ **Budget required**

_____ **Statement of fiscal impact required**

✓ **Bid waiver requiring County Mayor's written recommendation**

_____ **Ordinance creating a new board requires detailed County Manager's report for public hearing**

_____ **Housekeeping item (no policy decision required)**

_____ **No committee review**

Approved _____ Mayor

Veto _____

Override _____

Agenda Item No.

3-3-09

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE REJECTION OF ALL PROPOSALS RECEIVED IN RESPONSE TO RFP NO. 600-2/22 FOR EMERGENCY MEDICAL SERVICES BILLING; WAIVING THE REQUIREMENTS OF SECTION 2-8.4 OF THE MIAMI-DADE COUNTY CODE PERTAINING TO BID PROTEST PROCEDURES, AND SECTION 4.03(D) OF THE HOME RULE CHARTER AND SECTION 2-8.1 OF THE MIAMI-DADE COUNTY CODE PERTAINING TO COMPETITIVE BID PROCEDURES, BY A TWO-THIRDS (2/3S) VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING THE COUNTY MAYOR TO CONDUCT COMPETITIVE NEGOTIATIONS BETWEEN ADVANCED DATA PROCESSING INC. AND PST SERVICES INC, A MCKESSON COMPANY

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board authorizes the rejection of all proposals received in response to Request for Proposals No. 600-2/22 for Emergency Medical Services Billing.

Section 2. This Board authorizes the waiver of the bid protest procedures, pursuant to the requirements of Section 2-8.4 of the Miami-Dade County Code, by a two-thirds (2/3s) vote of the Board members present.

Section 3. This Board authorizes the waiver of competitive bid procedures, pursuant to Section 4.03(D) of the Home Rule Charter and Section 2-8.1 of the Miami-Dade County Code, by two-third (2/3s) vote of the Board members present.

Section 4. This Board authorizes the County Mayor or the County Mayor's designee to conduct competitive negotiations between the two highest ranked firms, Advanced Data Processing Inc. and PST Services Inc, a McKesson Company and to recommend further action to the Board as a result of the negotiations.

The foregoing resolution was offered by Commissioner , who moved its adoption. The motion was seconded by Commissioner and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman
Jose "Pepe" Diaz, Vice-Chairman

Bruno A. Barreiro	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of March, 2009. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By:_____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Oren Rosenthal

Memorandum

MIAMI-DADE COUNTY

Date: November 18, 2008

To: George M. Burgess
County Manager

Through: Miriam Singer
Director
Department of Procurement Management

From: Adil Khan, Chairperson
Selection Committee

Subject: Report of Negotiations Team for RFP 600-2/22: Emergency Medical Services Billing

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On June 6, 2008, you approved negotiations with Advanced Data Processing, Inc. (ADPI), the highest ranked vendor for the referenced solicitation. The Negotiations Team has not been able to reach an agreement with ADPI on contract terms acceptable to both parties during four negotiations meetings. The meeting held on September 26, 2008, included Negotiations Team members, legal counsel from both parties, the Miami-Dade Fire Chief, and ADPI representatives.

During this meeting, ADPI advised that they will not be able to hold the Minimum Annual Guarantee (MAG) offered in their base proposal. This MAG was considered by the Selection Committee in its rankings that led ADPI to be selected as the highest ranked proposer. ADPI indicates their proposal was based upon historical data where the County billed approximately 68,000 transports per year. Since the issuance of the Request for Proposals, the County has seen an increase to approximately 90,000 transports per year. ADPI then requested that the County consider its Alternate Price Proposal that was submitted with its proposal. The Alternate Price proposal was submitted in accordance with Section 3.2 (B) Price Proposal of RFP 600-2/22. After consultation with the County Attorney's Office, a meeting of the Negotiation Team was scheduled on November 5, 2008 to further discuss the request for consideration of the Alternate Price Proposal. After review of the Alternate Price Proposal, the Negotiation Team recommended that negotiations with ADPI be terminated. It also recommended that the County reject all offers for RFP 600-2/22, waive the competitive bidding and bid protest procedures and authorize competitive negotiations between the two highest ranked firms, ADPI and PST Services, Inc., a McKesson Company.

Copies of the Chairperson's Report, the Alternate Price Proposal language in the RFP, and the Original and Alternate Price Proposals from ADPI are attached.

Attachment(s)

c: Alina T. Hudak, Assistant County Manager
Oren Rosenthal, County Attorney's Office
Herminio Lorenzo, Chief, Miami-Dade Fire Rescue
Clerk of the Board
Negotiations Team Members

Approved:

2/4/08

George M. Burgess, County Manager Date

Not Approved:

George M. Burgess, County Manager Date

188504

Memorandum

MIAMI-DADE COUNTY

Date: May 22, 2008

To: George M. Burgess
County Manager

Through: Miriam Singer
Director
Department of Procurement Management

From: Adil Khan, Chairperson
Selection Committee

RECEIVED
MAY 2 2 2008
Alina T. Hudak
County Manager's Office

Subject: Report of Selection Committee for RFP 600-2/22: Emergency Medical Services Billing

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The Selection Committee has completed the task of evaluating proposals submitted in response to the above referenced Request for Proposals ("RFP") following the guidelines published in the RFP as summarized below.

Committee meeting dates:

March 4, 2008:	Selection Committee Kick-off Meeting
March 6, 2008:	Selection Committee Meeting
April 4, 2008:	Selection Committee Meeting
April 14, 2008:	Oral Presentation by Advanced Data Processing Inc.
April 15, 2008:	Oral Presentation by Apollo Inc. and PerSe
April 15, 2008:	Selection Committee finalized scores and made recommendations

Verification of compliance with contract measures: The Review Committee meeting of October 24, 2007 recommended a Small Business Enterprise (SBE) Selection Factor for this solicitation. The Selection Factor did not impact the outcome.

Verification of compliance with minimum qualification requirements: The RFP had minimum qualification requirements which were reviewed by the Chairperson. The proposers met the minimum requirements outlined in the solicitation document.

Evaluation Criteria:

Criteria	Points
1. Proposer's past performance in providing the type of services requested in this Solicitation.	25
2. Experience and qualifications of key individuals, including individuals of sub-contractors, that will be assigned to this project and experience and qualifications of subcontractors.	15
3. Proposer's experience in governmental emergency medical billing and collection services.	15
4. Proposer's approach to providing the services requested in this Solicitation.	10
5. Price Points will be evaluated as provided for in section 4.3	35
Total	**100**

Preliminary Scores (Maximum of 500):

Proposer	Total Score
Advanced Data Processing Inc.	385
Apollo Health Street	348
PerSe	330
EMS Consultants	284
TC Billing	280

Final Scores (Maximum of 500):

Proposer	Technical Score	Price Score	Total Score	Price / Cost *		
				MAG	Fee	Med
Advanced Data Processing Inc.	296	153	449	81%	0%	$33.50
PerSe Technologies	311	122	433	3.5%	0%	$28.50
Apollo Health Street	244	103	347	58%	7%	$11.90

** Notes:*

1. ***MAG** is the Minimum Annual Guaranteed percentage that the vendor will collect*
2. ***Fee** is the percentage of collection that is charged by the vendor*
3. ***Med** is the Medicare/Medicare fee charged by vendor where Medicaid or Medicare funds are collected*

Local Preference: Local Preference was considered in accordance with the applicable ordinances, but did not affect the outcome.

Other information: Five proposals were received in response to the Request for Proposals. The Selection Committee evaluated and ranked each responsive and responsible proposal as per, Section 4 "EVALUATION/SELECTION PROCESS. Based on the preliminary scores, the Selection Committee invited the three top ranked firms for oral presentations.

During the oral presentations, the vendors presented their respective proposals and answered questions posed by the Selection Committee. The Selection Committee discussed all three proposals extensively prior to finalizing the scores. Prior to the oral presentations, Advanced Data Processing Inc. with a total score of 385 was the highest ranked proposer, followed by Apollo Health Street with a total score of 348 in second place. PerSe with a total score of 330 was in third place. After the oral presentations and final scoring by the Committee, Advanced Data Processing Inc. was still the highest ranked proposer with a total score of 449 followed by PerSe with a total score of 433 in second place. Apollo Health Street with a total score of 347 was in third place.

RFP600-2/22: Emergency Medical Services Billing, page 27, Section 4.5 "OVERALL RANKING" provides the Selection Committee with the following instructions:

> *Following the evaluation and ranking of the proposals, the Evaluation/Selection Committee will recommend that a contract be negotiated with the highest ranked responsive and responsible Proposer, except as provided for below in Section 4.6 "Local Preference". The County may enter into negotiations with the recommended Proposer or take such other action as it deems to be in the best interest of the County.*

The Selection Committee, following these instructions, made a recommendation to enter into negotiations with the highest ranked proposer, Advanced Data Processing Inc. (ADPI), based on the

overall best value to the County. A consensus statement was signed by the Committee and is attached with this report.

Negotiations: ADPI is the highest ranked proposer. The Selection Committee recommends that consistent with the method of award in RFP600-2/22, the County enter into negotiations with ADPI due to the overall best value of the proposal. The following individuals will participate in the negotiations:

Adil Khan, Sr. Procurement Contracting Officer, DPM.
Scott Mendelsberg, Assistant Director, MDFR.
Graciela Cespedes, Deputy Director, Finance
Melissa Adames, Manager, DPM

Committee's composite score sheet, and copies of all individual scores are attached for your review.

Approved:

6/2/08 6/10/08

George M. Burgess, County Manager Date

Not Approved:

George M. Burgess, County Manager Date

Memorandum

MIAMI-DADE COUNTY

Date: March 3, 2009

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

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Assistant County Manager