Miami-Dade County Board of County Commissioners

Office of the Commission Auditor

Legislative Analysis

Community Outreach, Safety and Healthcare Administration Committee

Wednesday, February 9, 2005
2:00 PM
Commission Chamber

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Commission Auditor

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Miami-Dade County Board of County Commissioners
Office of the Commission Auditor
Legislative Analysis

A written analysis for the below item(s) are attached for your consideration. If you require further analysis of these or any other agenda items, please contact Gary Collins, Acting Chief Legislative Analyst, at (305) 375-1826.

Item 3(C)
ALLIANCE FOR HUMAN SERVICES FUNDING

Item 3(D)
BILLING AND COLLECTION SERVICES OF EMERGENCY MEDICAL TRANSPORT FEE CONTRACT NUMBER 353

Acknowledgements:
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COSHAC ITEM 3(C)
February 9, 2005

LEGISLATIVE ANALYSIS

ALLIANCE FOR HUMAN SERVICES FUNDING

Office of Strategic Business Management

I. SUMMARY

- This resolution corrects allocations approved by the Board of County Commissioners (BCC) as part of the FY04-05 budget process:
  - The allocations to the District Responsive Grants (DRG) Program for July 1, 2004 to June 30, 2005 were *not included* in the listing of Community-Based Organization (CBO) allocations approved by the BCC on Sept. 23, 2004 – a listing of these allocations are in this item
  - Funding under the Summer Youth Employment Program was *incorrectly included* in the list of CBO's allocations approved by the BCC – this item would rescind funding to these organizations, as this funding is already a part of the Department of Human Services budget

- This item also recommends that unallocated dollars under the DRG Program be allocated as part of the next funding cycle (July 1, 2005 to June 30, 2006):

District	Original Allocation	Unallocated Dollars
9	$100,000	$25,000
11	$100,000	$12,800
12	$100,000	$50,000
13	$100,000	$25,000
		Total: $112,800

II. PRESENT SITUATION

- District Responsive Grants Program allocations (up to $100,000 per district) are made annually via a mini-RFP by the Alliance of Human Services (Alliance). Mini-grants are in the $15,000-$25,000 range, and are awarded to small CBO's with annual budgets that do not exceed $300,000 whose proposals address district-specific priorities in the Social Services Master Plan (SSMP), or new/emerging needs at the district level that are related to goals in the SSMP. As amended, unallocated DRG Program funds are reallocated in the same district in future allocations.

- Historically, funding for the Summer Youth Employment Program was allocated as part of the Alliance's Notice of Funding Availability (NOFA) process. At the Sept. 23, 2004 Public Budget Hearing, the BCC transferred administration of this program from the Alliance to the Department of Human Services.

III. POLICY IMPLICATIONS

- This item only corrects the listing of CBO allocations already approved by the BCC as part of the FY04-05 budget process.

- The reallocation of unallocated DRG dollars is in accordance with the provisions of the DRG Program.

IV. ECONOMIC IMPACT

- No additional funding is being requested.

V. COMMENTS

- Scrivener's errors in the last line of the first page of this item (should be September 23, 2004) and the listing of rescinded allocations (the amount after The Family Christian Association of America should be $334,000) are expected to be corrected.

COSHAC ITEM 3(D)
February 9, 2005

LEGISLATIVE ANALYSIS

BILLING AND COLLECTION SERVICES OF EMERGENCY MEDICAL TRANSPORT FEE CONTRACT NUMBER 353

Procurement Management Department

I. SUMMARY

- Approves the following modifications to *Contract No. 353 Billing and Collection Services of Medical Transport Fee* (for the Miami-Dade Fire Rescue Department) with the incumbent vendor, Advanced Data Processing, Inc., until a replacement contract is in place:
  - additional spending authority (up to $50,000/month)
  - month-to-month time extensions

II. PRESENT SITUATION

- Per County Resolution R-1129-98, individuals taken to health care facilities by Fire vehicles are charged a transport fee, an oxygen administration fee and other charges including but not limited to cardiac monitoring, cervical collar fees, and back board fees. The vendor bills the transported individual, Medicare, Medicaid, insurance companies or other appropriate third party payers for services provided, as well as other collection agency-type services (including maintaining records, receive and forward payments to the County, recommend accounts for write-off, etc.)
- The current contract was competitively awarded via RFP in Sept. 2003 and was subsequently extended for an additional six months until a replacement contract was awarded.
- A replacement contract (Contract No. 7578-3/1OTR) was advertised in March 2004 as an ITB (Invitation to Bid). Shortly after the Manager made a recommendation to award the contract to Billing Associates (the lowest bidder) in December 2004, Advanced Data Processing (second lowest bidder) filed a bid protest. The hearing was held in January 2005, and the Hearing Examiner concurred with the protestor and did not concur with the Manager's recommendation to award the contract to Billing Associates.

III. POLICY IMPLICATIONS

- This item only authorizes the contract modifications to the existing contract.
- While the item states that the Manager's recommendation is to reject all bids and re-advertise, this recommendation will be on a future (March 9, 2005) COSHAC agenda for approval at the April 5, 2005 BCC meeting due to the 10-day bid protest period that must elapse from the Manager's recommendation.
  - The re-advertisement of the solicitation for billing and collection services only will be issued as an RFP. The County is currently negotiating with a separate vendor for the sole source purchase of the equipment (electronic solution) that was included in the original contract advertisement.

- Because the current contract expires on March 21, 2005, the extension of this contract, on a month-to-month basis, is necessary to maintain continuity of services until the replacement contract is in place.

IV. ECONOMIC IMPACT

- The proposed $50,000/month allocation is based on the existing allocation ($900,000 for 18 months).
- According to the terms under the original 2003 contract, the current vendor (Advanced Data Processing, Inc.) retains a collection fee of 5.25% on non-Medicaid accounts and no fee on the collection of Medicaid accounts.

V. COMMENTS

- The Protestor's arguments were primarily on the following:
  - **Responsiveness and Responsibility:** Billing Associates, the lowest bidder, was not a responsive, responsible bidder because it failed to meet the minimum requirements of the ITB.
  - **Detrimental Reliance on Living Wage Ordinance:** The ITB was represented as requiring the application of the Living Wage (and the County later claimed it did not apply because it was a "scrivener's error")
  - **Violation of County Process:** A sole-source component of the contract was included in the ITB, but staff did not inform the BCC of this when approval to advertise was requested. (The sole-source component was later removed by addendum.)

- Responses to the below questions were not received by publishing from the Department of Procurement Management:

1) According to Legistar, the current terms of the contract are a 5.25% collection fee on non-Medicaid accounts and no charge on the collection of Medicaid accounts. Are these the terms under the current contract? What is the reason they don't need to collect any fee on the latter?

2) Why was an ITB (in Oct 2004) used to replace the previous contract awarded via RFP (in Sept. 2003), instead of a new RFP? Was the scope of services under the ITB similar to that under the RFP?

3) What is the "sole source electronic information collection solution"? How does the sole-source equipment/software fit in, i.e. will the selected vendor under the RFP for services only be required to use the sole-source equipment/software utilized by the County?