



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 43

Agenda Date: August 8, 2024

In Control: City Council A Session

DEPARTMENT: Fire Department

DEPARTMENT HEAD: Christopher Monestier

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Extending a Professional Service Agreement with Business and Professional Service relating to Emergency Medical Service Billing and Collection Services.

SUMMARY:

This ordinance authorizes an Extension of a Professional Services Agreement with Medical-Dental-Hospital Bureau of San Antonio, Inc. dba Business and Professional (B&P) Service to provide Emergency Medical Services billing and collection services and proposes to activate year one of the two one year renewal cycle options beginning October 1, 2024, and end on September 30, 2025.

BACKGROUND INFORMATION:

The City of San Antonio collects approximately \$25 Million annually in EMS revenues for medical response services provided by the Fire Department. B&P has held the City's EMS billing and collection contract since 1992 and has proven to be a responsible and professionally staffed collection firm with excellent performance.

ISSUE:

The current contract with B&P expires on September 30, 2024, with the option for the City to renew for two, additional one-year periods. This proposal for extension accepts the use of the 1st additional 1 year renewal period for the contract.

ALTERNATIVES:

The extension of this contract is needed to continue the billing and collection of EMS services beyond September 2024.

FISCAL IMPACT:

This ordinance authorizes an Extension of a Professional Services Agreement with Medical-Dental-Hospital Bureau of San Antonio, Inc. dba Business and Professional (B&P) Service to provide Emergency Medical Services billing and collection services and proposes to activate year one of the two one year renewal cycle options beginning October 1, 2024, and end on September 30, 2025. This contract will continue to provide the City with billing and collection services for EMS billings, in which B&P will receive 8.4% of revenues collected monthly. In FY 2024, the City is estimating to collect \$25,485,774 in revenue from services rendered, of which 8.4% or \$2,140,805 will be paid to B&P. Funding for future years of this agreement is contingent upon City Council approval of the FY 2025 annual operating budget.

RECOMMENDATION:

The staff recommends the approval of the extension to the Professional Service Contract with Business and Professional Service relating to Emergency Medical Service Billing and Collection Services for the City of San Antonio Fire Department.