

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

December 17, 2019

FROM

DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District

SUBJECT

Amendment to Agreement with Wittman Enterprises, LLC. for Ambulance Transport Billing Services

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Fire Protection District, approve **Amendment No. 1 to Agreement No. 17-31** with Wittman Enterprises, LLC for ambulance transport billing services, extending the term by an additional year (from January 1, 2020 through December 31, 2020) with no increase to the contract's maximum amount of \$1,470,000. (Presenter: Dan Munsey, Fire Chief/Fire Warden, 387-5779)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost) because the costs of this agreement with Wittman Enterprises, LLC (Wittman) are fully funded by revenue generated from client billing and collection activity. Based on an average annual cost of approximately \$300,000 for Wittman's first three years of service, no increase to the contract's maximum amount of \$1,470,000 is needed for the additional year of service. Appropriation and revenue related to this contract are included in San Bernardino County Fire Protection District's 2019-20 budget and will be included in the 2020-21 recommended budget.

BACKGROUND INFORMATION

The San Bernardino County Fire Protection District (SBCFPD) provides emergency ambulance transport to residents in certain portions of San Bernardino County. Since March 2007, SBCFPD has contracted with a vendor to provide billing services for ambulance transports. The contract with the current provider, Wittman, is scheduled to expire on December 31, 2019. However, the contract includes an option to extend for two additional one-year terms.

Since SBCFPD is satisfied with the work performed by Wittman, SBCFPD is requesting approval of Amendment No. 1 to Agreement No. 17-31 that will extend the contract term by an additional year through December 31, 2020. This amendment also includes updated language for the Health Insurance Portability and Accountability Act of 1996 requirements.

PROCUREMENT

**Amendment to Agreement with Wittman Enterprises, LLC. for
Ambulance Transport Billing Services
December 17, 2019**

As the result of a competitive process, the Board of Directors, on December 20, 2016 (Item No. 103), approved Agreement No. 17-31 with Wittman to provide billing services for ambulance transports from January 1, 2017 through December 31, 2019, with the option to extend for two additional one-year terms. As mentioned previously, Amendment No. 1 exercises SBCFPD's right to extend the agreement by one year.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-9022) on November 22, 2019; Finance (Tom Forster, Administrative Analyst, 387-4635) on November 27, 2019; and County Finance and Administration (Katrina Turturro, Deputy Executive Officer, 387-5423) on December 2, 2019.

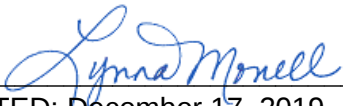
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Record of Action of the Board of Directors
San Bernardino County Fire Protection District

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Josie Gonzales
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, SECRETARY

BY 
DATED: December 17, 2019



cc: SBCFPD- Munsey w/agree
Contractor- C/O SBCFPD w/agree
File- w/agree
la 12/26/2019