



City of Carlsbad, New Mexico
 RFP # 2023-07
 Addendum 4

5/30/23

Addendum Notice – Emergency Medical Services Billing

The City of Carlsbad has received the following questions regarding RFP # 2023-07 and are providing the answers in blue text below:

QUESTIONS

1) Please provide the following for each call type (annual volume/run mix):

Call Type	Charge	Call Volume
ALS Emergency (A0427)	\$607	1,858
BLS Emergency (A0429)	\$512	1,176
ALS 2 (A0433)	\$878	144
Treatment No Transport (A0998)	\$136	197
Mileage (A0425)	\$12.75 per mile	
ALS Intercepts	Classified as ALS Level 1 (ALS EMERGENCY)	Included above

2) What is your average loaded mileage?

3.97 miles

3) Please provide the following for each payor category (most recent fiscal year):

Payor Category	Gross Charges	Net Charges	Net Collections
Medicare	\$754,811	*N/A	**\$523,468
Medicaid	\$566,556	*N/A	**\$234,302
Commercial	\$136,190	*N/A	**\$98,456
Self-Pay	\$642,500	*N/A	**\$93,496
Total	\$2,100,057	*N/A	**\$949,722

**Since data is for 1st attempt collection efforts only, no adjustments are applied, therefore gross charges are accurate.*

***Number indicates collections on 1st attempt to collect only. Many 2nd and 3rd attempt collections are still pending therefore cannot be included in this data.*

4) Please provide the following for each payor category (most recent fiscal year):

Payor Category	Payor Mix
Medicare	36.2%
Medicaid	26.9%
Commercial	5.8%
Self-Pay	29.9%
Total	*98.8%

** Missing from this total are other payor categories not requested such as TRICARE (active military), VA and Worker's Compensation.*

5) When do you anticipate the new vendor will begin billing?

The City's current contract is set to expire November 25, 2023 after which time the new vendor contract will be in effect.

6) Will your current vendor continue to work open accounts at the time of the new contract or will the new vendor take on the open AR? Can you tell us your current number of open accounts over 90 days? What is the total dollar amount?

After the expiration of the contract, the City of Carlsbad will cease business with the current vendor, including any pending billing activities. The City will request a report of pending or open accounts and provide that information to the new vendor with the expectation that billing for those and future accounts commence immediately. NM state law requires that all ambulance runs be billed appropriately, therefore all runs must be charged.

7) Please describe your current practice for providing patients with HIPAA Notices of Privacy Practice (NPPs)?

Patients sign a HIPAA Notice of Privacy Practices on the ImageTrend electronic patient care report at time of transfer of care or patient refusal of transport. Patients may request a written copy at this time.

8) The RFP refers to a Non-Collusion Affidavit. Can you provide a copy of the required form? See attached

**Thank you,
Matt Fletcher
Purchasing Manager
City of Carlsbad
575-234-7905**

If you have any questions, please feel free to contact me at 575-234-7905 or email me at msfletcher@cityofcarlsbadnm.com.

Please return a signed copy of this addendum notice with your bid.

X _____
Name of Representative

Date: _____

NON-COLLUSION AFFIDAVIT

CITY OF CARLSBAD

COUNTY OF _____

BIDDER/OWNER/REPRESENTATIVE _____

The bid provided in the proposal has been arrived at independently and without consultation, communication, or agreement with any other contractor, responder, or potential responder to the request for bid.

Neither the price(s) nor the amount of the proposal, and neither the approximate amounts in the proposal has been disclosed to any other firm or person who is a responder or potential responder to the request for bid, and they will not be disclosed before bid opening.

No attempt has been made or will be made to induce any firm or person to refrain from responding to the request for bid or induce them to submit a bid that is higher than the bid in this proposal, or to submit any intentionally high or noncompetitive bid or another form of a non-responsive bid proposal.

The proposal and bid prepared by me is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid proposal.

No person or persons, firm or corporation has, had, or will receive directly or indirectly, any rebate, fee, gift, commission, or thing of value on account of such sale.

I certify that I know the contents of this affidavit signed by me and that the statements are true and correct.

Signature of Responsible Bidder

Date