



VILLAGE OF HASTINGS-ON-HUDSON

Municipal Building
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Hastings-on-Hudson, New York 10706
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Request for Proposal (RFP) Third-Party Ambulance Billing Services Addendum No. 1 03.10.2023

The below questions were received by the Village. Responses are in **RED** directly beneath the question.

Please note that the Village anticipates working collaboratively with the selected vendor to determine appropriate rates of billing.

1. We don't have any company-owned vehicles. Would there be a requirement to provide proof of insurance on our personal vehicles?
 - a. **Proof of insurance for personal vehicles will be accepted.**
2. Our company was founded in 2022. As such, we have not had any audits, thus no SOC1 Report available. With an explanation in the Proposal for the lack of a SOC1, is this reasonable?
 - a. **The Village will accept a reasonable explanation for the lack of a SOC1.**
3. Can you provide your current vendor and/or current fee?
 - a. **The Village does not currently bill and therefore does not have a current fee.**
4. When was the last time you reviewed your charges (load fee, mileage, etc.)?
 - a. **The Village does not currently bill and therefore does not have a current fee.**
5. What were your total charges billed for 2021 and 2022?
 - a. **The Village does not currently bill and therefore does not have this data.**
6. What was your gross revenue for 2021 and 2022?
 - a. **The Village does not currently bill and therefore does not have a current fee.**
7. What were your total dispatches for 2021 and 2022?
 - a. **For 2021, the Village totaled 624 dispatches for EMS.**
 - b. **For 2022, the Village totaled 632 dispatches for EMS.**
8. Provide totals of all billable events for 2021 and 2022 by level of care. IE: Basic Life Support, Advanced Life Support 1*, Advanced Life Support 2*, and Refused Medical Transport (after treatment)
 - a. **BLS: 312**
 - b. **ALS: 90**
 - c. **ALS1: 0**
 - d. **ALS2: 0**
 - e. **RMA: 43**

9. Payor Mix of billable events for 2021 and 2022 by primary payor, by the following categories: Comp/MVA, Commercial Insurance, Medicare, Medicaid, Self-Pay and contracted facility.
 - a. The Village does not currently bill and therefore does not have this data.
10. Do you have any in-network provider agreements? If so and possible, please provide the payors included and rates.
 - a. The Village does not currently bill and therefore does not have this data.
11. What is your current EPCR system?
 - a. The Village uses ESO.
12. Why has this bid been released at this time?
 - a. This Request for Proposal has been released at this time as the Village is interested in billing for ambulance services.
13. Can you please provide greater explanation of your expectations related to any required subcontracting to minority-owned, women-owned, or other types or categories of small or disadvantaged businesses? For example, what is required with the proposal, and what is required to comply during the term of the contract?
 - a. The Village has no requirements or expectations regarding subcontracting to minority-owned, women-owned, or other types or categories of small or disadvantaged business, provided that such subcontractors are able to remain in compliance with the requirements in the RFP document.
14. Are bidders permitted to deviate in any way from any manner of quoting fees you may be expecting? For example, if there is a pricing page in the RFP, can bidders submit an alternate fee structure? If there is no pricing page in the RFP, do you have any preference for how bidders should quote fees or can bidders create their own pricing categories?
 - a. There is no pricing page in the RFP. Proposers should provide their own pricing structure for the Village to obtain a sense of how services may be billed.
15. Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.
 - a. The Village does not currently bill and therefore does not have a vendor.
16. Has the current contract gone full term?
 - a. The Village does not currently bill and therefore does not have a contract.
17. Have all options to extend the current contract been exercised?
 - a. The Village does not currently bill and therefore does not have a contract.
18. Who is the incumbent, and how long has the incumbent been providing the requested services?
 - a. The Village does not currently bill and therefore does not have a vendor.
19. To what extent will the location of the bidder's proposed location or headquarters have a bearing on any award?
 - a. The Proposer's proposed location or headquarters should be such that it does not interfere with the contract.
20. How are fees currently being billed by any incumbent(s), by category, and at what rates?
 - a. The Village does not currently bill and therefore does not have a current fee.

21. What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?
 - a. The Village does not currently bill and therefore does not have this data.
22. What were your annual gross charges last year or for the last 12 months?
 - a. The Village does not currently bill and therefore does not have this data.
23. What were your annual total adjustments for last year or for the last 12 months?
 - a. The Village does not currently bill and therefore does not have this data.
24. What were your annual contractual allowance write offs for last year or for the last 12 months?
 - a. The Village does not currently bill and therefore does not have this data.
25. What were your annual gross collections last year or for the last 12 months?
 - a. The Village does not currently bill and therefore does not have this data.
26. What were your annual billable transports last year or for the last 12 months?
 - a. The Village does not currently bill and therefore does not have this data.
27. What are your per-mile ground transport charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
28. What are your advanced life support charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
29. What are your advanced life support emergency level 1 charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
30. What are your advanced life support emergency level 2 charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
31. What are your basic life support charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
32. What are your specialty care transport charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
33. What are your treatment without transport charges?
 - a. The Village does not currently bill and therefore does not have a current fee.
34. What is your average per-trip charge?
 - a. The Village does not currently bill and therefore does not have a current fee.
35. When were the last changes to your transport rates, and are you considering raising any of the rates currently charged?
 - a. The Village does not currently bill and therefore does not have this data.
36. Are there any other charges you assess not otherwise covered by our questions?
 - a. The Village may have charges that exist outside the scope of these questions that will be evaluated with the selected vendor.
37. What percentage of your patients are residents versus non-residents, and do you charge the two groups differently?
 - a. There would be no difference between billing for residents and non-residents of the Village.
38. Do you operate any shared services agreements with any other municipal or county governments in the region and, if so, with whom?

- a. The Village operates under shared services agreements with Westchester County, the Town of Greenburgh, the Villages of Dobbs Ferry, Irvington, Ardsley, Elmsford, and Tarrytown.
39. What were your transports per year for advanced life support for last year or for the last 12 months?
 - a. For calendar year 2022, the Village totaled 90 ALS calls.
40. What were your transports per year for advanced life support emergency level 1 for last year or for the last 12 months?
 - a. The Village does not perform this type of care.
41. What were your transports per year for advanced life support emergency level 2 for last year or for the last 12 months?
 - a. The Village does not perform this type of care.
42. What were your transports per year for basic life support for last year or for the last 12 months?
 - a. For calendar year 2022, the Village totaled 312 BLS calls.
43. What were your transports per year for basic life support emergency for last year or for the last 12 months?
 - a. The Village did not perform any transports for calendar year 2022.
44. What were your transports per year for specialty care transport for last year or for the last 12 months?
 - a. The Village did not perform any specialty care transports for calendar year 2022.
45. What were your transports per year for treatment without transport for last year or for the last 12 months?
 - a. For calendar year, 2022, the Village totaled 43 RMA calls.
46. What is your payer mix expressed as percentages of 100% billed?
 - a. The Village does not currently bill and therefore does not have this data.
47. What is your payer remit mix expressed as percentages of 100% of what you typically receive?
 - a. The Village does not currently bill and therefore does not have this data.
48. What is your average loaded miles per trip?
 - a. The Village averages 9 loaded miles per trip.
49. What is your average revenue per call?
 - a. The Village does not currently bill and therefore does not have this data.
50. Do you have a lockbox provider and, if so, which provider?
 - a. The Village does not currently have a lockbox provider for this service.
51. If you have a lockbox provider, will that provider remain in place as a result of this procurement?
 - a. Not Applicable
52. Do you have an EPCR provider and, if so, which provider?
 - a. See the answer to #11
53. Do you have a collection agency provider and, if so, which provider?
 - a. The Village does not have a collection agency provider.
54. Which local hospitals or care facilities typically receive most of your patients?

- a. Most transports are to Saint John's Riverside Hospital, Yonkers; the Westchester Medical Center, Valhalla; and Phelps Memorial Hospital, Tarrytown.