

ADDENDUM No. 1

RFP No. 23-60

Ambulance Fee Collection Services

Due: November 15, 2023 by 3:00 P.M. (local time)

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes four (4) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document should be included in submitted proposal:

- **Attachment A - Legal Status of Offeror**
- **Attachment B - City of Ann Arbor Non-Discrimination Declaration of Compliance**
- **Attachment C - City of Ann Arbor Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form of the RFP Document**

Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.

I. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: Why has this bid been released at this time?

Answer 1: We have experienced an increase in transports.

Question 2: 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?

Answer 2: Bidders can create their own pricing categories.

Question 3: Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.

Answer 3: Not applicable.

Question 4: Has the current contract gone full term?

Answer 4: Not applicable.

Question 5: Have all options to extend the current contract been exercised?

Answer 5: Not applicable.

- Question 6: Who is the incumbent, and how long has the incumbent been providing the requested services?
Answer 6: Not applicable.
- Question 7: To what extent will the location of the bidder's proposed location or headquarters have a bearing on any award?
Answer 7: See evaluation criteria.
- Question 8: How are fees currently being billed by any incumbent(s), by category, and at what rates?
Answer 8: Not applicable.
- Question 9: What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?
Answer 9: Not applicable.
- Question 10: What were your annual gross charges last year or for the last 12 months?
Answer 10: Not applicable.
- Question 11: What were your annual total adjustments for last year or for the last 12 months?
Answer 11: Not applicable.
- Question 12: What were your annual contractual allowance write offs for last year or for the last 12 months?
Answer 12: Not applicable.
- Question 13: What were your annual gross collections last year or for the last 12 months?
Answer 13: Not applicable.
- Question 14: What were your annual billable transports last year or for the last 12 months?
Answer 14: Not applicable.
- Question 15: What are your per-mile ground transport charges?
Answer 15: Not applicable.
- Question 16: What are your advanced life support charges?
Answer 16: Not applicable.
- Question 17: What are your advanced life support emergency level 1 charges?
Answer 17: Not applicable.
- Question 18: What are your advanced life support emergency level 2 charges?
Answer 18: Not applicable.
- Question 19: What are your basic life support charges?
Answer 19: Not applicable.
- Question 20: What are your basic life support emergency charges?
Answer 20: Not applicable.

- Question 21: What are your specialty care transport charges?
Answer 21: Not applicable.
- Question 22: What are your treatment without transport charges?
Answer 22: Not applicable.
- Question 23: What is your average per-trip charge?
Answer 23: Not applicable.
- Question 24: When were the last changes to your transport rates, and are you considering raising any of the rates currently charged?
Answer 24: Not applicable.
- Question 25: Are there any other charges you assess not otherwise covered by our questions?
Answer 25: Not applicable.
- Question 26: What percentage of your patients are residents versus non-residents, and do you charge the two groups differently?
Answer 26: Not applicable.
- Question 27: Do you operate any shared services agreements with any other municipal or county governments in the region and, if so, with whom?
Answer 27: Yes; all of which are outside the scope of this RFP.
- Question 28: What were your transports per year for advanced life support for last year or for the last 12 months?
Answer 28: Not applicable.
- Question 29: What were your transports per year for advanced life support emergency level 1 for last year or for the last 12 months?
Answer 29: Not applicable.
- Question 30: What were your transports per year for advanced life support emergency level 2 for last year or for the last 12 months?
Answer 30: Not applicable.
- Question 31: What were your transports per year for basic life support for last year or for the last 12 months?
Answer 31: Not applicable.
- Question 32: What were your transports per year for basic life support emergency for last year or for the last 12 months?
Answer 32: 84
- Question 33: What were your transports per year for specialty care transport for last year or for the last 12 months?
Answer 33: Not applicable.
- Question 34: What were your transports per year for treatment without transport for last year or for the last 12 months?
Answer 34: Not applicable.

Question 35: What is your payer mix expressed as percentages of 100% billed?

Answer 35: Not applicable.

Question 36: What is your payer remit mix expressed as percentages of 100% of what you typically receive?

Answer 36: Not applicable.

Question 37: How many total transport vehicles do you now operate?

Answer 37: 1

Question 38: What is your average loaded miles per trip?

Answer 38: Not applicable.

Question 39: What is your average revenue per call?

Answer 39: Not applicable.

Question 40: Do you have a lockbox provider and, if so, which provider?

Answer 40: No

Question 41: If you have a lockbox provider, will that provider remain in place as a result of this procurement?

Answer 41: No

Question 42: Do you have a collection agency provider and, if so, which provider?

Answer 42: No

Question 43: Which local hospitals or care facilities typically receive most of your patients?

Answer 43: University of Michigan, Ann Arbor and Trinity Health, Ann Arbor

Question 44: Can you please clarify the number of pages allowed in the proposal?

Answer 44: Please see Page 17 - Preparation of Proposals in the RFP Document.

Question 45: I'm reviewing the RFP for the city and wanted to get clarification on the total runs annually. Section II - Scope of Services "expecting a minimum 150 transports annually with transports likely to exceed 200" Given the population of Ann Arbor, I wanted to make certain those numbers are correct.

Answer 45: Numbers are correct. Huron Valley Ambulance currently does the bulk of EMS transport.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.