

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** June 8, 2021

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Agreement with Change Healthcare Technology Enabled Services, LLC  
for Emergency Medical Billing Services

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I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Fire Department
- 2) Type of Agreement – Master Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Lauderhill’s RFP No. RFP 2017-008.** Section 38.41(C)(5) of the City’s Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof (“piggyback”), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity’s contract.
- 4) Term of Contract
  - a) initial – 3 years
  - b) renewals (if any) – 1 year
  - c) who exercises option to renew – upon mutual agreement of the parties
- 5) Contract Amount – 9.6% of collections annually
- 6) Termination rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Vendor will provide billing services for emergency medical transport

CHANGE HEALTHCARE TECHNOLOGY ENABLED SERVICES, LLC

9) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D., City Manager