

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: October 16, 2017

FROM: Alan Fallik
Acting City Attorney

SUBJECT: Proposed Business Associate Agreement related to the Emergency Medical Transport Billing and Collection Services Agreement with Advanced Data Processing, Inc. d/b/a ADPI-Intermedix to renew the agreement for a three year term for the provision of emergency medical transport billing and collection services and the provision of triptix program services.

I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Fire Department
- 2) Type of Agreement – Business Associate Agreement
- 3) Method of Procurement (RFP, bid, etc.) - n/a
- 4) Term of Contract
 - a) initial – concurrent with the ADPI-Intermedix Agreement (3 years).
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a.
- 5) Contract Amount - n/a
- 6) Termination rights – with or without cause.
- 7) Indemnity/Insurance Requirements – n/a
- 8) Scope of Services - The attached agreement is required to be executed in accordance with HIPPA wherein ADPI-Intermedix shall adhere to the permitted uses and disclosure requirements as it relates to the emergency medical transport billing and collection services as well as the triptix program services.
- 9) City's prior experience with Vendor (if any) – Yes, since 2006.
- 10) Other significant provisions – n/a

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

