

## Carson City Board of Supervisors Agenda Report

**Date Submitted:** May 2, 2014

**Meeting Date:** May 15, 2014  
**Time Requested:** Consent

**To:** Mayor and Supervisors  
**From:** Purchasing and Contracts

**Subject Title:** For Possible Action: To approve the first renewal of Contract 1112-142 for Ambulance Billing Services with Wittman Enterprises, LLC, through June 30, 2015, at a rate of 4.75% of collections with the option to renew for four (4) additional one (1) year periods subject to negotiation to be funded from the Fire Department Billing Charges Account as provided in FY 2014/2015. *(Kim Belt)*

**Staff Summary:** On May 17, 2012, the Board of Supervisors awarded Contract No. 1112-142 to Wittman Enterprises, LLC, to provide Ambulance Billing Services through June 30, 2014, with the option to renew annually for five (5) years, subject to negotiation at a rate of 4.75% of collections.

**Type of Action Requested:** (check one)

- ( ☐ ) None – Information Only  
( ☒ ) Formal Action/Motion

**Recommended Board Action:** I move to approve the first renewal of Contract 1112-142 for Ambulance Billing Services with Wittman Enterprises, LLC, through June 30, 2015, at a rate of 4.75% of collections with the option to renew for four (4) additional one (1) year periods subject to negotiation to be funded from the Fire Department Billing Charges Account as provided in FY 2014/2015. *(Kim Belt)*

**Explanation for Recommended Board Action:** Wittman Enterprises LLC, has agreed to renew the contract with no changes in the rate or terms and conditions.

**Applicable Statute, Code, Rule or Policy:** N.R.S. Chapter 332 Public Works

**Fiscal Impact:** 4.75% of net amount collected.

**Explanation of Impact:** If approved the below referenced account could be decreased by 4.75% of net amount collected.

**Funding Source:** Fire Department Billing Charges Account – 501-2525-422-24-51. as provided in FY 2014/2015.

**Alternatives:** Do not award the renewal of the contract.

**Supporting Material:** Letter from Wittman Enterprises LLC.

**Prepared By:** Kim Belt, Purchasing and Contracts Manager

**Reviewed By:** Robert S. Schenck Date: 5/6/14  
(Fire Department)  
Thelma Schenck Date: 5/6/14  
(Finance Director)  
Marena A. Works Date: 5/6/14  
(City Manager)  
Handwritten Signature Date: 5/6/14  
(District Attorney's Office)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Vote Recorded By)

March 26, 2014

Chief Stacey Giomi  
Carson City Fire Department  
777 South Stewart Street  
Carson City, Nevada 89701

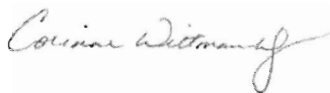
Dear Chief Giomi,

We are formally requesting an extension of our Professional Services Agreement Contract No. 1112-142 Ambulance Billing Services, which is presently effective through June 30, 2014.

It has been our privilege to faithfully serve the Carson City Fire Department with EMS billing services and propose an extension of one (1) year with no increase in fees for that extension.

We await your positive response to this request. Please feel free to contact me directly should you have any questions.

Best regards,



Corinne Wittman-Wong  
Chief Executive Officer