

TOWNSHIP OF WEST ORANGE

COMPETITIVE CONTRACT REPORT

FOR THIRD PARTY BILLING FOR AMBULANCE SERVICES PROVIDED BY THE WEST ORANGE FIRE DEPARTMENT

Overview

The Township of West Orange (the “Township”) is authorized to provide Ambulance Services for the residents of the Township and others within its boundaries under the general police powers granted pursuant to N.J.S.A. 40:48-2. The Township utilizes the West Orange Fire Department to provide these Ambulance Services. The Township requires a company to administer billing services for these Ambulance Services provided by the West Orange Fire Department.

Pursuant to N.J.S.A. 40A:11-4.1(n) of the Local Public Contracts Law, contracting units are authorized to utilize competitive contracting for the procurement of emergency medical billing services.

On April 9, 2013, the Township Council adopted Resolution #74-13 authorizing the use of competitive contracting pursuant to N.J.S.A. 40A:11-4.3 for the procurement of a contract for emergency transport third party billing services.

On October 26, 2022, the Township issued a Request for Competitive Contracting Proposals for Third Party Billing for Ambulance Services Provided by the West Orange Fire Department (the “RFP”). The RFP required that the awarded vendor would process Patient Care Forms generated by the West Orange Fire Department and directly bill patients utilizing the Ambulance Services provided by the West Orange Fire Department and collection services only through the patient’s or patients’ insurance company or companies. The RFP required that each proposal contain a term for thirty-six (36) months with a possible two-year extension. Each proposal was required to include a Revenue Percentage of all collected billing representing the vendor’s payment for services under the contract.

On November 17, 2022, the Township received only one (1) proposal from:

1. Coronis Health (“Coronis”)
50 Route 9, North
Morganville, NJ 07751

Coronis is the incumbent vendor providing the Third-Party Billing for Ambulance Services for the Township after it incorporated RevGuard who had previously contracted with the Township for these services. The Coronis proposal included a proposed Revenue Percentage as follows:

Percentage	Range of Collections by Vendor
8%	\$ 0 up to \$750,000

10%	\$750,001 up to \$1,000,000
11%	\$1,000,001 up to \$1,500,000
11%	\$1,500,001 and above

Based upon the receipt of only a single proposal, the Township's Qualified Purchasing Agent reviewed and evaluated the proposal in lieu of utilizing an evaluation committee to score proposals submitted in response to the RFP.

Per the Qualified Purchasing Agent's review of the Coronis proposal there were no material defects that barred the Township from awarding the Contract to Coronis.

On November 21, 2022, the Qualified Purchasing Agent spoke with Fire Chief Anthony Vecchio from the West Orange Fire Department to confirm that there were no issues or problems with Coronis' prior performance of the Contract.

Conclusion/Recommendation

Based on the receipt of a single proposal from Coronis and no defects or prior negative history with Coronis, the Qualified Purchasing Agent recommends that the Contract for Third Party Billing for Ambulance Services Provided by the West Orange Fire Department be awarded to Revenue Guard for a thirty-six (36) month term with a possible two-year extension.