



City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Lauren Rowley, Purchasing Manager
DATE: **May 15, 2024**
SUBJECT: **Addendum #01 – PROPOSAL #24000544- EMS BILLING AND COLLECTION SERVICES**

This addendum has been issued to address questions received. The following explanations should provide clarification to applicable inquiries:

- 1.) The City of Flint is unable to provide any historical data in relation to the number of runs/transportations expected, demographic data, etc. as the City *currently* utilizes EMS services provided by Genesee County 911. This is a start-up EMS effort to provide emergency ambulances services to the residents of the City of Flint.
- 2.) The City of Flint will provide transport to (3) hospitals in the area; Hurley, Asension (Genesys) and McLaren.
- 3.) In relation to income tax requirements, if your business location is outside of the City of Flint, and billing services will be performed in any out-of-city locations, Flint Income taxes will now be owed.
- 4.) The City of Flint Fire Department will work with the awarded vendor(s) to determine what is best for the City of Flint in regard to specifics of billing services. We expect this to be a collaborative effort between the city and a professional billing services company. Many logistics will be clarified after the award of the bid.
- 5.) No bid bond is required for this RFP.
- 6.) Davis Bacon Wage Requirements do not apply to this proposal, as the services don't constitute a need for the requirement.
- 7.) The bidder must hold their pricing for 120 days as specified in the bid's legal requirements. The Fire Department will review the proposals submitted and contact vendors if any additional information is needed and communicate an award as soon as possible, as we are hoping to start ambulance transport as soon as possible.
- 8.) No particular form is required for a firm to provide their bid numbers. All documents in the RFP are required to be completed, but any supplemental information a firm deems necessary for review may be attached to their proposal submission.
- 9.) To clarify the percentage requirement on the bid sheet ("please include invoice % of collections that were paid"), the firm can note the percentage of collections on all transports which can be provided in a spreadsheet to the City on a weekly basis.



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All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ Fax: _____ Email: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Thank you,

Lauren Rowley, Purchasing Manager