

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
SEPTEMBER 22 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Two -Year Extension of Contract for Medical Billing Services	✓ Resolution Ordinance Motion Discussion Only	Jim Jackson Acting Fire Chief

SYNOPSIS

A resolution has been prepared to approve a two-year extension to the contract for medical billing services with Andres Medical Billing Ltd. of Arlington Heights, Illinois.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2008-2013 identified *Exceptional Municipal Organization*. A supporting objective is *Financially Sound and Sustainable Village Government*.

FISCAL IMPACT

The FY09 budget includes \$50,000 in the General Fund for the medical billing contract.

RECOMMENDATION

Approval on the October 6, 2009 consent agenda.

BACKGROUND

On April 29, 2008, the Village Council approved a one-year contract with Andres Medical Billing Ltd. to provide billing services for the collection of fees for ambulance services rendered by the Village. Payment for the ambulance services are paid primarily by the patient's Medicare, Medicaid, private insurance and/or self payment. Per the existing contract, the Village pays Andres an amount equal to six percent (6%) of the revenue collected by the Village.

The Village has had a long relationship with the Andre's Medical Billing. The vendor has a history of providing excellent customer service and extremely accurate financial reports. Per the Village's purchasing policy, contracts may be extended a maximum of two times in the event the cost of the service does not increase more than 2%. Andres Medical Billing has agreed to extend the contract for a two-year period with no changes proposed in the cost of medical billing services.

ATTACHMENTS

Resolution
 Contract Extension

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO
THE CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND ANDRES MEDICAL BILLING, LTD.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and Andres Medical Billing, Ltd. (“Andres Medical Billing, Ltd.”), for medical billing professional services and collection of fees for ambulance services, as set forth in the form of the agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Mayor and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

EXTENSION TO THE CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE AND ANDRES MEDICAL BILLING, LTD.

THIS EXTENSION dated this _____ day of _____, 2009, by and between the Village of Downers Grove, an Illinois municipal corporation (hereinafter referred to as "Village"), and Andres Medical Billing Ltd, an Illinois corporation (hereinafter referred to as "Andres Medical Billing, Ltd."), in consideration of the following mutual covenants, terms and agreements, hereby agree to amend the Agreement for Professional Services ("Agreement") between the Village of Downers Grove and Andres Medical Billing, Ltd. whose effective date was May 6, 2008, as follows:

1. That Section 25.1, Term of Contract, shall be deleted in its entirety and amended as follows:
 "This contract shall be extended through May 5, 2011.
2. All terms and conditions of the May 6, 2008 Agreement and any other addendums thereto shall apply equally to this Extension Agreement.
3. IN WITNESS WHERE OF, the parties hereto have caused this Extension to be executed as of the day and year first specified above.

IN WITNESS WHEREOF, the parties hereto have caused this Extension to be executed as of the day and year first specified above.

VILLAGE OF DOWNERS GROVE

Andres Medical Billing, Ltd.

BY: _____

BY: _____

Chief Executive Officer

ATTEST: _____

ATTEST: _____

DATE: _____

DATE: _____

ANDRES  **MEDICAL BILLING, Ltd.**

September 2, 2009

Deputy Chief Tutko
Village of Downers Grove
801 Burlington
Downers Grove, IL 60515

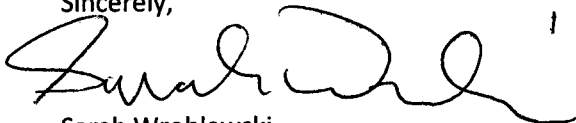
Dear Deputy Chief Tutko,

Please accept this letter as notification of a contract extension. No changes have been made to the terms set forth in the original contract approved on May 6, 2008.

The monthly fee will remain at 6%.

Please don't hesitate to contact me if you have any questions or concerns,

Sincerely,



Sarah Wroblewski
Director of Operations
847-577-8811 ext. 258
sarah@andresmedical.com

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