



Village of Downers Grove

Report for the Village Council Meeting

Table 1 - Council Agenda item.

Subject	Fire Department Medical Billing Contract Extension
Submitted By	Scott Spinazola, Fire Chief

Synopsis

A resolution has been prepared authorizing execution of a two-year extension to the contract with Andres Medical Billing an EMS Management & Consultants, Inc. company, a North Carolina corporation, for an amount equal to 3.1% of the revenue collected by the Village.

Strategic Plan Alignment

The goals for 2025-2027 include *Exceptional Municipal Services*.

Fiscal Impact

Based on the current activity level and ambulance service fees collected by the Village, staff expects to pay Andres Medical Billing approximately \$120,000 per year. This figure is an estimate, and is not intended to be considered not a not-to-exceed cost. The Fiscal Year 2026 General Fund budget includes this planned expense.

Recommendation

Approval on the September 1, 2026 Consent Agenda.

Background

For the past several years the Village has contracted with a firm, Andres Medical Billing ("Andres"), to provide services for the collection of fees for ambulance services rendered by the Village. Currently, Andres' fees equal 3.25 % of the revenue collected by the Village. Payment for the ambulance services are paid primarily by the patient's Medicare, Medicaid, private insurance and/or self-payment. On July 20, 2021, the Village entered into the most recent agreement with Andres Medical Billing. The term of the 2021 was previously extended by the parties, and is now set to expire September 30, 2026. This extension extends the terms of the agreement until September 30, 2028.

Staff recommends approval of this extension for the following reasons:

- Andres has provided these services to the Village since 2001. Their performance has exceeded Village expectations.
- As the current provider of Medical Billing for the Village, there is no implementation process. Other providers require 30-45 days for full implementation.
- The fee paid by the Village will decrease from 3.25% to 3.1%.

Attachments

Resolution

Extension

Resolution No.

A Resolution Authorizing Execution of a Second Amendment to the Agreement 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:

SECTION 1. That the form and substance of a certain Amendment No. 2 (the "Agreement"), between the Village of Downers Grove (the "Village") and Andres Medical Billing, Ltd. ("Contractor"), 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.

SECTION 2. That the Village Manager 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.

SECTION 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.

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

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

By: Mayor

Passed:

Published:

Attest:

By: Village Clerk

Amendment No. 2

THE SECOND AMENDMENT TO THE AGREEMENT entered into the ____ day of _____, 2026, by and between the VILLAGE OF DOWNERS GROVE (hereinafter “Client”) and ANDRES MEDICAL BILLING, an EMS MANAGEMENT & CONSULTANTS, INC. company, a North Carolina Corporation, the address of which is P.O. Box 863, Lewisville, North Carolina, 27023 (hereinafter “Contractor”)

WITNESSETH:

WHEREAS, the parties entered into a Billing Services Agreement dated October 1, 2021 whereby Contractor agreed to provide billing and collection services for the Client (hereinafter “Agreement”); and

WHEREAS, the parties subsequently extended the term of the Agreement by way of an amendment thereto (hereinafter “Amendment No. 1”);and

WHEREAS, the parties wish to further amend the Agreement in accordance with the terms set forth herein in this Amendment No. 2.

NOW, THEREFORE, in consideration of the mutual covenants herein, the parties hereby agree as follows:

ITEM ONE: The Agreement, as extended by Amendment No. 1, is set to expire on September 30, 2026. Client and Contractor hereby agree to extend the term of the Agreement through September 30, 2028.

ITEM TWO: The fee charged by Contractor to Client, as set forth in the Agreement, is hereby reduced from 3.25% of all dollars collected to 3.1% of all dollars collected.

All other terms of the Agreement dated October 1, 2021 remain in force and effect.

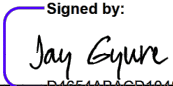
IN WITNESS WHEREOF, the parties hereto have executed this Amendment No, 2
the day and year first written above.

CONTRACTOR

EMS Management Consultants, Inc.

CLIENT

Village of Downers Grove

By:  Signed by:
D4654ABACD10486...

By: _____

Print Name: Jay Gyure

Print Name: _____

Title: Chief Financial Officer

Title: _____

Date: 8/5/2026

Date: _____