



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 22-42, **Version:** 1

Item #: C-11.

CC - Approval of an Amendment to an Existing Professional Services Agreement with Wittman Enterprises, LLC for Ambulance Billing and Other Related Services for an Additional Four-Month Period in an Amount Not-to-Exceed \$40,000.

Meeting Date: July 12, 2021

Contact Person/Dept: Daniel Dobbs/Fire Department

Phone Number: (310) 253-5912

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☐

Commission Action Required: Yes ☐ No ☒ **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (07/07/2021);

Department Approval: Kenneth Powell, Fire Chief (06/30/2021)

RECOMMENDATION

Staff recommends the City Council approve of an amendment to an existing professional services agreement with Wittman Enterprises, LLC for ambulance billing and other related services for an additional four months in an amount not-to-exceed \$40,000.

BACKGROUND/DISCUSSION

Wittman Enterprises, LLC (Wittman) provides a suite of services related to the Culver City Fire Department's Emergency Medical Services (EMS) program, including ambulance billing and collection services, the provision of electronic patient care reports, the dissemination of patient satisfaction surveys and the distribution of notices of privacy practices. Wittman exceeds currently accepted standards for accurate, consistent, and best EMS billing practices, while maximizing revenue and honoring the Fire Department's philosophy of treating each patient with dignity and respect.

In compliance with Culver City Municipal Code Section 3.07.045, a new request for quotes is being issued. To ensure continuation of services during this time, staff recommends City Council authorize

an extension to the existing agreement with Wittman Enterprises, LLC for a period not-to-exceed four months.

FISCAL ANALYSIS

The costs for Wittman's services are billed per EMS transport. On average, the Culver City Fire Department transports approximately 350 patients per month. Accordingly, staff requests that the City Council authorize up to \$40,000 over the course of the four-month extension. Sufficient funds are available in the FY 2021/2022 Emergency Medical Services budget.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve an amendment to the existing professional services agreement with Wittman Enterprises LLC for ambulance billing and other related services for an additional period of four-months in an amount not to exceed \$40,000; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.