

RESOLUTION NO. 2023-34

A RESOLUTION AWARDED A CONTRACT TO CAPE MEDICAL BILLING, CAPE MAY COURT HOUSE, NJ FOR REVENUE RECOVERY FOR MEDICAL BILLING SERVICES.

WHEREAS, the City of Vineland has heretofore advertised for proposals (RFP #2022-49) for Revenue Recovery for Medical Billing Services; and

WHEREAS, the Request was published on the City's official website and in the City's official newspaper; and

WHEREAS, three (3) proposals were received and reviewed by the group consisting of the Chief Financial Officer, Director of Fire, Chief and Deputy Chief of Fire and Chief of Emergency Medical Services; and

WHEREAS, it has recommended that a contract for the required services be awarded to Cape Medical Billing, Cape May Court House, NJ based upon the proposal received, pursuant to a fair and open process; and

WHEREAS, this contract is awarded for a period of two (2) years beginning March 1, 2023 with option to renew for three (3) additional one year terms for a fee of 4.97% of net amount collected from the amount billed to insurance companies; and

WHEREAS, the availability of funds for said Contract to be awarded herein have been certified by the Chief Financial Officer; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract to provide for Revenue Recovery for Medical Billing Services, be awarded to Cape Medical Billing, Cape May Court House, NJ, based upon the proposal received, pursuant to a fair and open process, for a contract period of two (2) years beginning March 1, 2023 with option to renew for three (3) additional one year terms for a fee of 4.97% of net amount collected from the amount billed to insurance companies.

Adopted:

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President of Council

ATTEST:

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City Clerk

**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS  
UNDER 40A:11-5 EXCEPTIONS  
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

January 9, 2023

(DATE)

1. Service (detailed description): Emergency Medical Service, Rescue and Vaccination  
billing services for Vineland Fire Department

2. Amount to be Awarded: \$ 4.97% of monies collected

- Encumber Total Award  
 Encumber by Supplemental Release

3. Amount Budgeted: \$ 135,000

4. Budgeted: By Ordinance No. \_\_\_\_\_  
Or Grant: Title & Year \_\_\_\_\_

5. \*\*Account Number to be Charged: 3-01-25-261-3503-23098 and 3-01-7-330-3502-23044

6. Contract Period: 03/01/2023 to 2/28/2025 (with 3 option years)

7. Date To Be Awarded: January 24, 2023

8. Recommended Vendor and Address: Cape Medical Billing, PO Box 670

*Physical Address: 5 Locust Lane  
CMCH, NJ 08210*

Cape May Court House, NJ 08210

*Richard Papperman, Div. Mgr.*

9. Justification for Vendor Recommendation:(attach additional information for Council review)

\*Cape Medical - 4.97%

Stategic Billing Service - 6.49%

Coronis Billing - 7.0 %

\* lowest responsive / responsible vendor via RFPs

Non-Fair & Open (Pay-to-Play documents required)

Fair & Open: How was RFP advertised? Purchasing / Daily Journal RFP# 2022-49

10. Evaluation Performed by: Baldosaro, Tramontana, Soracco, Franchetta, Cifaleglio

11. Approved by: *[Signature]*

RICHARD G. FRANCHETTA  
Dir. Fire-EMS

12. Attachments:

- Awarding Proposal  
 Other: \_\_\_\_\_

- Send copies to:  
Purchasing Division  
Business Administration

\*\* If more than one account #, provide break down