

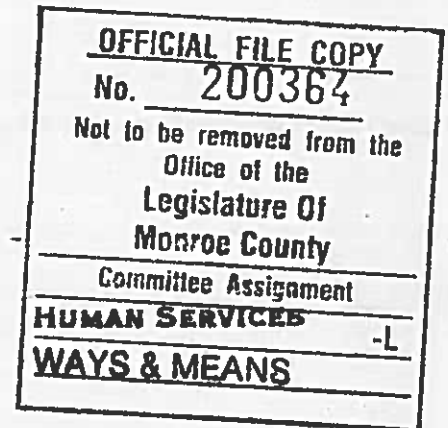


Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

November 6, 2020



To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with Medical Billing & Consulting Solutions, Inc. to Provide Comprehensive Medical Billing Services for Monroe Community Hospital

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with Medical Billing & Consulting Solutions, Inc. in an amount not to exceed \$250,000 to provide coordination and management of all billing activities and functions for Monroe Community Hospital ("MCH") for the period of January 1, 2021 through December 31, 2021, with the option to renew for two (2) additional one-year terms in an amount not to exceed \$250,000 annually.

Under this agreement, the vendor will provide staff and specialized managerial oversight of MCH's Billing Department, supplementing the existing MCH billing staff. The additional billing staff and Billing Director will allow MCH to maximize their revenue cycle, identify opportunities, and implement policies and processes that follow industry best practices.

Monroe County's Minority and Women-Owned Business Enterprise ("M/WBE") Policy is set by the Monroe County Legislature pursuant to Resolution 69 of 1989, as amended by Resolution 240 of 2014. A Request for Proposals ("RFP") was issued for this contract. M/WBE utilization was not a selection criteria under this RFP, but I have directed the Division of Purchasing and Central Services and all Department Heads to include M/WBE utilization as a selection criteria in all RFPs, Requests for Qualifications, and Expressions of Interest going forward. Medical Billing and Consulting Solutions, Inc. was selected as the most qualified to provide these services, but is not listed in New York State's M/WBE Directory of Certified Firms.

The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract and any amendments thereto, with Medical Billing & Consulting Solutions, Inc., 248 Branchbrook Drive, Henrietta, New York 14467, to provide coordination and management of all billing activities and functions for Monroe Community Hospital in an amount not to exceed \$250,000 for the period of January 1, 2021 through December 31, 2021, with the option to renew for two (2) additional one-year terms in an amount not to exceed \$250,000 annually.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(26) ("routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment") and is not subject to further review under the State Environmental Quality Review Act..

Funding for this contract is included in the proposed 2021 operating budget of Monroe Community Hospital, hospital fund 9012, funds center 6201030000, A&G Fiscal Services, and will be requested in future years' budgets. No additional net County support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated neither Medical Billing & Consulting Solutions, Inc., nor its principal officer, Adelaida Samuels, President, owe any delinquent Monroe County property taxes.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive

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