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### RECOMMENDATION

Date: April 2, 2018

To: Gwynetheia Pope, Senior Buyer

From: James Fisher, EMS Chief

Re: RFP #18-029 – EMS Billing and Collections

Purchasing Team,

Upon review of all quotes, bids and/or proposals and after contacting references provided, it is our recommendation to use **Wittman Enterprises, LLC** as our **EMS Billing and Collections** vendor in the amount of **\$19.99 per billable call, for a contract estimate amount not to exceed \$150,000.00.**

My signature on this form attests to the recommendation and will enter a requisition for the amount stated above when the time comes for this step. If City Council approval is required, Purchasing will assist with the preparation of the data sheet and related documents. Purchasing will obtain all required signatures and issue a Notice to Proceed to the vendor.

Please note that any work related to this contract must not begin until a Notice to Proceed has been issued.

I, James Fisher, agree with the above recommendation.

Signed: [Signature]

Date: 6/22/2018

Please sign and return to Purchasing Department.