

Purchasing Department  
300 W. Walker St.  
League City, TX 77573

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[www.leaguecitytx.gov](http://www.leaguecitytx.gov)

To: John Baumgartner, City Manager

From: Kimberly Corell, Interim Purchasing Manager

CC: Angie Steelman, Assistant City Manager  
Giao Doan, Controller  
Edward Sellar, Revenue Manager  
Gabe Allen, Finance Committee President

Date: 9/18/2024

Re: Request for Proposal (RFP) No. 24-043 EMS Primary Billing and  
Collections Evaluation and Award Recommendation

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Enclosed for your review and approval is the award recommendation for EMS Primary Billing and Collections Proposal Tabulations, and Evaluation Summary

**HISTORY**

On July 12, 2024, Request for Proposal **24-043EMS Primary Billing and Collections** was released to the public. The objective of the solicitation was to find qualified proposers to provide billing and collections with the best quality at a price that is most advantageous to the city and best meet the overall needs of the city taking into consideration the evaluation of factors set forth in the RFP. The proposals were received and opened August 13, 2024 at 10:05 AM CST.

**AWARD RECOMMENDATION**

After receiving the **six (6) proposals**, the proposals were evaluated and tabulated. Out of the 6 proposals only five (5) proposals were determined to be the most responsive, responsible and met the qualifications stated in the RFP. . Based on the pricing as tabulated, the quality of work, and the qualifications and experience, the Purchasing Department recommends awarding the contract to Whitman Enterprises, LLC. as the most qualified responsive proposer.

*Kimberly Corell*  
Kimberly Corell

Interim Purchasing Manager