



# CITY COUNCIL STAFF REPORT



June 17, 2025

## ITEM TITLE

Agreement Amendment: Approve Second Amendment to the Emergency Medical Services Billing and Collection Services Agreement with Wittman Enterprises, LLC

**Report Number:** 25-0127

**Location:** No specific geographic location

**Department:** Fire

**G.C. § 84308 Regulations Apply:** Yes

**Environmental Notice:** The activity is not a “Project” as defined under Section 15378 of the California Environmental Quality Act State Guidelines. Therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

## Recommended Action

Adopt a resolution approving the Second Amendment to the Emergency Medical Services Billing and Collection Services Agreement with Wittman Enterprises, LLC increasing the contract not to exceed amount and extending the contract length through June 30, 2026.

## SUMMARY

On May 12, 2020, the City Council adopted Chula Vista Council Resolution No. 2020-102 approving a program for the Chula Vista Fire Department to provide exclusive ambulance transport services within the City of Chula Vista, the City of Imperial Beach and the Bonita Sunnyside Fire Protection District. In January of 2021, the City Council approved an agreement with Wittman Enterprises to provide emergency medical services (EMS) billing and collection services under Resolution No. 2021-006. The agreement included compensation at 3.25% of net receipts billed and collected with an anticipated amount not to exceed \$500,000 annually and \$2,500,000 through June 30, 2025. On June 11, 2024, City Council adopted Resolution 2024-127, increasing the annual not-to-exceed amount to \$1,000,000 and the overall not-to-exceed amount to \$3,250,000. The Fire Department is requesting to increase the total not to exceed amount to \$4,250,000 and extend the overall contract length to June 30, 2026, which is consistent with duration listed in the request for proposals.

## **ENVIRONMENTAL REVIEW**

The Director of Development Services has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a “Project” as defined under Section 15378 of the State CEQA Guidelines because the proposed activity consists of a governmental fiscal/administrative activity which does not result in a physical change in the environment. Therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA.

## **BOARD/COMMISSION/COMMITTEE RECOMMENDATION**

Not applicable.

## **DISCUSSION**

The City of Chula Vista solicited proposals from qualified companies to provide medical billing services for the City. On September 18, 2020, the City of Chula Vista released a Request for Proposals (RFP) for Emergency Medical Services (EMS) Billing Collection Services (PO4-20-21) and conducted a competitive RFP process, pursuant to Chula Vista Municipal Code section 2.56.080, to identify the most qualified and cost-effective service provider. Upon review of the responses and subsequent presentations of the two finalists, staff recommending awarding the contract to Wittman Enterprises, LLC.

On January 5, 2021, the City Council approved an agreement with Wittman Enterprises to provide EMS billing and collection services via Resolution No. 2021-006. The compensation to Wittman Enterprises, LLC is 3.25% of net receipts billed and collected with a not-to-exceed amount of \$500,000 annually, upon completion of all Required Services to City's satisfaction, and an overall not-to-exceed amount of \$2,500,000 for the agreement duration through June 30, 2025. On June 11, 2024, City Council adopted Resolution 2024-127 increasing the annual not-to-exceed amount to \$1,000,000 and the overall not-to-exceed amount to \$3,250,000.

The Fire Department is requesting to increase the not to exceed amount by \$1,000,000 to \$4,250,000 and extend the contract length to June 30, 2026. The RFP was for services through June 30, 2026, but the initial agreement included an expiration date of June 30, 2025. The requested amendment will align the agreement with the duration originally solicited in the RFP.

## **DECISION-MAKER CONFLICT**

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the real property holdings of the City Council members do not create a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision-maker conflict of interest in this matter.

## **CURRENT-YEAR FISCAL IMPACT**

There is no current-year fiscal impact. The costs for the EMS Billing contract are included in the Ambulance Transport System expenditure plan.

## ONGOING FISCAL IMPACT

The costs for the EMS Billing contract are included in the Ambulance Transport System expenditure plan.

## ATTACHMENTS

1. Second Amendment to EMS Billing Collections Services Agreement with Wittman Enterprises, LLC.

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Harry Muns, Fire Chief*