



**Dinwiddie County**  
**Division of Fire & EMS**  
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## **MEMORANDUM**

TO: Dinwiddie County Board of Supervisors  
FROM: Dennis Hale, Chief of Fire & EMS  
DATE: April 19, 2022  
SUBJECT: Contract Award, Third-Party Billing and Collection Services

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### **Background**

The County has been under contract with Change Healthcare, LLC since 2017 for third-party billing of ambulance services. This contract expires June 30, 2022.

### **Actions**

The County released an RFP for third-party billing and collection administration services on March 4, 2022. Seven vendors responded to the RFP on March 25, 2022. After interviews with the top three vendors on April 13, the selection committee decided to award a contract to Change Healthcare, LLC. The cost of the contract is 4.25% of net receipts. This is a reduction from the current 4.5% rate. Further details on this procurement can be found on the County website at [www.dinwiddieva.us](http://www.dinwiddieva.us), under the Purchasing tab

### **Recommendation**

We recommend approval of the following resolution.

**BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct the County Administrator to execute the attached contracts for third-party billing and collection administration services with Change Healthcare, LLC with any changes, substantive or otherwise, as may be approved by the County Administrator.