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Commissioner, District 5

Gregory S. Shaffer
County Manager

April 18, 2025

TO: Procurement File

FR: Bill Taylor, Procurement Manager *BT*

RE: Sole Source Determination – New Contract Agreement with Public Consultant Group, LLC to Provide the Ambulance Supplemental Program Services For Santa Fe County Fire Department, Pursuant to NMSA 1978, Section 13-1-126 Sole Source Procurement.

SUBJECT:

In January 2021, Santa Fe County entered into Agreement No. 2020-0257-FD/MM with Public Consulting Group, Inc. (PCG) to develop an alternative payment model to collect Medicaid and Medicare funds under the Ambulance Supplemental Payment Program (ASPP) in compliance with the State of New Mexico Health and Human Services Division (HSD) within deadlines established by HSD.

PCG is a Certified Public Accounting firm that was awarded a contract by Santa Fe County as a result of a competitive sealed proposal or RFP procurement for professional services. The services included the development of the Emergency Ground Ambulance Services (EGAS) program with the State of New Mexico Department of Health. In June 2024, PCG established a statewide initiative for an EGAS program with NMHCA.

In August of 2024, the County entered into a Memorandum of Agreement with NM HCA for the implementation of the ASPP program and party to the EGAS program established by PCG and NM HCA.

DETERMINATION:

Pursuant to NMSA 1978, Section 13-1-126 Sole Source Procurement, it is the determination of the Chief Procurement Officer for Santa Fe County that the services provided by Public Consultant Group, LLC to provide the Ambulance Supplemental Program services is unique to the requirements established by the New Mexico Department of Health and Human Services and is substantially related to the intended purpose of the contract and the program. Further, other similar services cannot meet the intended purpose of the contract.

SCOPE OF SERVICES:

- 1. Provide required documentation as requested by HCA to facilitate the establishment of the ASPP.**
- 2. Support the County and HCA to obtain approval of the ASPP, to include preparing responses to requests for additional information or briefing other constituents, governing boards or State Legislators.**
- 3. Contractor will work with County and other stakeholder/providers to engage the State of New Mexico and will support New Mexico EMS providers to design and implement the ASPP. Contractor will work with New Mexico's ASPP providers for supplemental payments for allowable costs that are more than other Medicaid revenue received for emergency medical transportation services to Medicaid eligible recipients.**
- 4. Conduct stakeholder meetings to educate the County on Medicaid supplemental payment opportunities.**
- 5. Draft a program plan and supplemental payment strategy to best align with the needs of NM providers. Assist the County in negotiations with Centers for Medicare & Medicaid Services (CMS) through the ASPP program approval process, negotiation with Managed Care Organization (MCO's) through Intergovernmental Transfers (IGT) agreement development.**
- 6. Develop CMS IGT program approval documents, including preprint forms, program model and payment process.**
- 7. Provide the County and other stakeholder/ providers with ASPP participation training, as well as online system development and Ambulance Cost Reporting Portal (ASCR) training.**
- 8. Submit the cost report to HCA before the filing deadline. Assist the County with any rejected reports from HCA by making necessary corrections and/or modifications and resubmit the report to HCA by the filing deadline.**

COMPENSATION:

Public Consultant Group, LLC will be compensated based on a contingency fee structure associated with reimbursements received from the ASPP program. Contingent on the 14% of federal share portion of payments received by the County under the ASPP program.