



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: July 19, 2017

Department: Health Agenda Planning Date: July 13, 2017 Time required: 10

Audio/Visual aids

Contact: Scott Richards, Division Director Phone: 503-361-2695

Department Head Signature: [Signature]

TITLE: Provide Medical Transcription Services; #HE1635-17, Premier Office Technologies, Inc.

Issue, Description & Background: Marion County Health Department issued a Request For Proposal on June 1, 2017 seeking proposals for a qualified proposer to perform medical transcription services for its behavioral health programs. MCHD utilizes approximately twelve (12) medical professionals to provide a variety of medical and psychiatric services to its behavioral health programs' consumers. These programs include; children's behavioral health services, adult behavioral health services, alcohol and drug rehabilitation services and psychiatric crisis center services. A total of seven (7) responsive bids were received and evaluated. Premier Office Technologies, Inc. was selected as the most qualified bidder. The Contract's period of performance is August 1, 2017 through July 31, 2020.

Financial Impacts: Based upon the department's average monthly utilization of 43,000 dictation lines,/mo. the Contract's funding is up to \$300,000 over the Contract's term.

Impacts to Department & External Agencies: The Health Department does not anticipate any impacts to other departments or external agencies.

Options for Consideration: 1. Approve Agreement #HE-1635-17 with Premier Office Technologies, Inc. 2. Deny approval of Agreement #HE-1635-17 with Premier Office Technologies, Inc. 3. Take no action at this time.

Recommendation: Marion County Health Department recommends approval of Agreement #HE-1635-17 with Premier Office Technologies, Inc.

List of attachments: Agreement #HE-1635-17 with Premier Office Technologies, Inc.

Presenter: Scott Richards, Division Director

Copies of completed paperwork sent to the following: (Include names and e-mail addresses.)

Copies to: lwilson@co.marion.or.us