

Attachment V

Bidder's Budget Information - Projected Budget

I. General:

A. Enter the bidder's projected average inflation rate (excluding wages for personnel) for a five year period (beginning in calendar year 2008)

1. Revenue inflation rate: _____ %

2. Expense inflation rate: _____ %

II. Revenue:

A. Enter the average base rate charged per transport: \$ _____

B. Enter the average mileage charge per transport: \$ _____

C. Enter the average of other charges per transport: \$ _____

D. Enter the average miles per transport: _____ (# of miles)

E. Enter the collection percentage: _____ %

F. Enter additional annual revenues that are independent of number of transports (e.g., capitated payments, training fees, Non-Transport Treatment Fees, contract revenue, and the like):

	2008	2009	2010	2011	2012
Additional Annual Revenue	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

Table V.1

III. Direct and Indirect Costs:

A. Direct Costs:

1. Salary and fringe benefits for system personnel.

a. Estimate the average number of hours of continuing education paid for each field/dispatch employee annually:
 _____ (# of hours).

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- b. Document the composition of the workforce required to perform transport services. Enter the personnel classification (including the salary level) and the number of full time equivalents (FTEs) for each personnel class necessary to perform the service. Management personnel are not to be included in this table. Management personnel costs are to be listed in Section III,A,5,c.

Example:

Personnel Classification and Level	Number of FTEs				
	2008 FTEs	2009 FTEs	2010 FTEs	2011 FTEs	2012 FTEs
Admin Support Staff - Level -1	(# FTEs)				
Support Staff - Level -1					
Field Supervisor - Level -1					
EMS Dispatcher - Level -1					
EMS Dispatcher - Level -2					
EMT-I - Level -1					
EMT-I - Level -2					
EMT-Paramedic - Level -1					
EMT-Paramedic - Level -2					
Total FTEs					

Table V.2.

- c. List the average number of working hours per week for full-time field/dispatch personnel based upon the Contractor's normal schedule:

Example:

Average Working Hours and Overtime				
Personnel Classification	Average Working Hours/Week	% of personnel within such classification with this average work week	Number of weekly working hours before overtime pay	Overtime Rate (%)
EMT-Paramedic	#	%	#	%
EMS - Dispatcher	#	%	#	%

Table V.3

- d. Enter the estimated annual inflation rate for ages: _____ %

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- e. Enter the hourly salary rates for 2008 for the personnel classifications previously identified in Section II.A.1.b., above. Enter hourly salaries if the bidder's budget assumes that salary rates will increase annually at the rate specified in question III.A.1.d., above. Alternatively, if the bidder assume actual salaries will increase at nonlinear rates, the bidder shall provide the actual salaries for the appropriate year and position directly into the table below.

Example:

Salary Rates

Personnel Classification and Level	2008 Salary	2009 Salary	2010 Salary	2011 Salary	2012 Salary
Admin Support Staff - Level -1	\$0.00/hour	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMS Dispatcher - Level -1		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMS Dispatcher - Level -2		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMT-I - Level -1		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMT-I - Level -2		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMT-Paramedic - Level -1		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase
EMT-Paramedic - Level -2		enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase	enter only if non-linear increase

Table V.4

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- f. Estimate the cost of annual health benefits for the personnel classifications previously identified in Section II.A.1.b., above:

Example:

Annual Health Care Benefits

Personnel Classification and Level	2008 Annual Benefits	2009 Annual Benefits	2010 Annual Benefits	2011 Annual Benefits	2012 Annual Benefits
Admin Support Staff - Level -1	\$0.00				
Support Staff - Level -1					
Field Supervisor - Level -1					
EMS Dispatcher - Level -1					
EMS Dispatcher - Level -2					
EMT-I - Level -1					
EMT-I - Level -2					
EMT-Paramedic - Level -1					
EMT-Paramedic - Level -2					

Table V.5.

- g. Document the bidder=s projected annual costs of retirement benefits, expressed as a percentage of current salaries:
_____ %
- h. Document the bidder=s projected cost of employer-paid payroll taxes, expressed as a percentage of current salaries: _____ %
- i. If the bidder pays premium pay to paramedics in addition to their salary, enter the average amount of premium pay such personnel will receive annually: \$ _____

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- j. If the bidder is required to pay overtime premium pay that may be mandated as a result of Fair Labor Standards Act (FLSA) legislation, enter the amount as a percent of the base salary: _____%

2. Ambulance and Ambulance Replacement Costs:

Specify whether the ambulances to provide the service will be purchased (i.e., entered into the *direct* leasing program) or leased (i.e., entered into the *three-way* leasing program).

- a. Enter the number of ambulances/emergency vehicles required to provide services: _____(# of amb)
- b. If purchasing, enter the budgeted purchase cost per ambulance. If leasing, enter the annual lease payment per ambulance/emergency vehicle:
- Purchase \$_____/vehicle/year
- Lease \$_____/vehicle/year
- c. Enter the bidder=s projected average useful life, in years, of each ambulance: _____(# of years)

3. Fleet Maintenance:

- a. Direct Labor:
- (1) Estimate the direct labor cost of each full-time employee involved in fleet maintenance: \$_____
- (2) Estimate the fringe benefits rate as a percentage of salary: _____%
- (3) Estimate the number of full-time equivalent employees devoted to fleet maintenance: _____(#)

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b. Fuel and Maintenance Costs:

(1) Estimated Fuel - Cost per ambulance response: \$_____

(2) Vehicle Parts/Repair - Cost per ambulance response:
\$_____

(3) Equipment Maintenance - Cost per patient transported:
\$_____

4. Supplies & Equipment

a. Estimate the cost of medical equipment/supplies used per patient transported:
\$_____

b. Estimate the capital medical equipment per ambulance/emergency vehicle:
\$_____

c. Estimate the cost of additional non-medical capital equipment per ambulance/emergency vehicle (e.g., communication systems hardware and the like):
\$_____

5. Other Costs

a. Estimate the total annual cost of all insurance necessary to provide services as required of the bidder.
\$_____

b. Estimate the total annual cost of performing or sub-contracting billing services. These costs should be expressed per patient transport:
\$_____

- c. List any other costs that are associated with providing services. These costs may include management costs, license fees, franchise fees or the cost of medical directors:

Example:

Estimated Annual Amount of Additional Costs					
Additional Costs	2008	2009	2010	2011	2012
Management Staff Costs	\$0.00				
Medical Director					
Dispatch Building Lease Payments					
Operational Facility Lease					
Post Location Leases					
Business or Billing Computer Lease or Purchase					
AVL System Purchase or Lease					

Table V.6.

B. Indirect Costs

Estimate the bidder's annual indirect costs as a percentage of its total annual direct costs (e.g., accounting, finance, marketing, legal services, purchasing, human resources, business travel and the like):

_____ %

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IV. Projected Budget

The bidder shall enter its projected budget for operations under the Agreement in the following format:

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>Total</u>
REVENUE:						
Gross Revenue from Transports	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Uncollectible Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Additional Annual Revenue - Nontransport	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Net Revenue	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
EXPENDITURES:						
Direct Costs:						
Salaries, Benefits and Continuing Education ¹	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance and Ambulance Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fleet Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medical Equipment and Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billing Outsource Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Direct Costs ²	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Direct Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Costs:						
Total Indirect Costs	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Costs	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
PROJECTED PROFIT (SHORTFALL)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
BREAK-EVEN ANALYSIS:						
Gross Revenue per Transport to Recover Costs	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

¹Note: All salaries, benefits and Continuing Education excluding management personnel and Medical Director

²Note: Includes costs for management personnel and Medical Director