

Agenda Report

Date: July 9, 2012

TO: Honorable Mayor and City Council

FROM: Calvin E. Wells, Fire Chief

SUBJECT: AWARD OF A THREE YEAR CONTRACT TO LIFE ASSIST INC. FOR THE PROVISION OF MISCELLANEOUS MEDICAL SUPPLIES IN AN AMOUNT NOT TO EXCEED \$450,000

RECOMMENDATION:

It is recommended that the City Council: 1) Accept the bid dated May 29, 2012 submitted by Life-Assist Inc. in response to specifications for the provision of miscellaneous medical supplies; 2) Reject all other bids; 3) Authorize the issuance of a purchase order contract to Life-Assist, Inc. for a period of three years or until an amount of \$450,000 is expended, whichever occurs first; 4) Authorize the City Manager to extend the purchase order contract up to two additional one-year periods not to exceed \$150,000 per year provided all other terms and conditions remain unchanged.

BACKGROUND:

The City of Pasadena operates five ALS Paramedic ambulances and one BLS EMT ambulance. Each of these units is stocked with various medical supplies and medications that are critical to the treatment of the sick and injured. The City has been purchasing these items under the formal bid specification process in the past.

In May 2012, a notice inviting bids for furnishing the delivery of miscellaneous medical supplies was published, and also posted on the City's electronic bid board. Additionally, the specifications were sent to the businesses on the Purchasing Division's vendor list. A total of three bids were received at the bid opening of May 30, 2012.

The bids called for pricing on various medical supplies and in quantities equal to the estimated usage for a one year period. The quantities of the items used in the bid were general approximations used for price evaluations. The actual amount of materials that the Fire Department expects to use will vary.

The bid results were as follows:

<u>Bidder:</u>	<u>Amount:</u>
Life-Assist, Inc., Rancho Cordova, CA	\$111,345.60
Midwest Medical Supply Co. LLC, Earth City, MO	\$129,617.17
BoundTree Medical, LLC, Dublin, OH	\$139,682.53

Life-Assist, Inc. was the lowest responsive and responsible bidder and is currently the City's supplier of miscellaneous medical supplies. Based on this, it is recommended that the City Council authorize the issuance of the purchase order contract to Life-Assist, Inc.

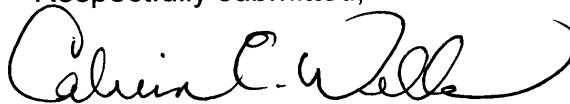
COUNCIL POLICY CONSIDERATION:

Award of this contract is consistent with the City Council Strategic Plan goal to ensure public safety.

FISCAL IMPACT:

The term of the proposed purchase order contract is \$450,000 or three years whichever occurs first. There will be two optional extension periods, each not to exceed \$150,000 or one year whichever occurs first. The total maximum purchase order amount will be \$750,000. These funds are recovered through the charges for emergency medical services. Funds for the purchase of medical supplies are provided for in the adopted operating budget.

Respectfully submitted,

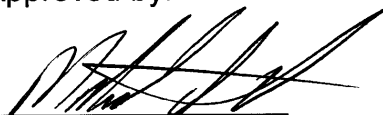


Calvin E. Wells
Fire Chief
Fire Department

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MICHAEL J. BECK
City Manager