



STAFF REPORT

DATE: November 2, 2021

TO: Kent Cagle, City Manager

FROM: James Kubinski, Fire Chief

SUBJECT: Purchase of Consumable Medical Supplies

BACKGROUND AND FINDINGS:

The Fire Department purchases medical supplies in excess of \$250,000 for the emergency medical services division. Each year the Fire Department does a cost comparison between several vendors on cooperative contracts with the exception of the vendor, Teleflex, where 3 quotes are obtained. EMS Captains order the necessary items for the EMS crews from the vendors listed below through their respective cooperative contract.

Bound Tree Medical	Buyboard Contract # 610-20
Henry Schein	Buyboard Contract # 610-20

THE ALTERNATIVES CONSIDERED:

1. Do not approve the purchase of medical supplies from the vendors listed above.
2. Approve the purchase of medical supplies from the vendors listed above through their respective cooperative contract.

Which alternative is recommended? Why?

The second alternative is recommended, which will allow the Fire Department to procure medical supplies through various vendors utilizing the Buyboard cooperative contract.

CONFORMITY TO CITY POLICY:

This CCMR conforms to City policies and law. Purchases made through a cooperative contract are exempt from the competitive bidding process as stated in Texas Local Government Code (TLGC) section 271.102, subchapter F ; a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The FY 2022 expenditure is budgeted at \$273,705. Future years will depend upon the approved budget.

Is this a one-time or recurring expenditure?

Recurring

Is this expenditure budgeted?

Yes, funding is available in the General Fund Fire Department medical and chemical account, 010-7070-442.41-75.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

City Council authorize the purchase of medical supplies from Bound Tree Medical and Henry Schein through their respective Buyboard cooperative contracts in an amount not to exceed \$273,705 for fiscal year 2022.

DEPARTMENTAL CLEARANCES:

Legal, Purchasing, Finance

ATTACHED SUPPORTING DOCUMENTS:

Contracts
Certificate of Interested Parties