



Agenda Action Form Overview

The Board is requested to authorize the County Manager to execute a contract amendment with Boundtree Medical to add \$75,000 in additional funding for a total of \$450,000.00 to address rising inflationary costs and the increased Emergency Medical Services call volume that has significantly elevated the demand for medical supplies, and to further authorize the County Manager to approve future annual renewal amendments for this contract, including increases of up to five percent (5%) per renewal year, to accommodate market pricing changes and ongoing operational needs.

Background/Justification

The Board is requested to authorize the County Manager to amend the contract with Boundtree Medical by adding \$75,000 in additional funding, bringing the total contract amount to \$450,000.00 and to further authorize the County Manager to approve future annual renewal amendments for this contract, including increases of up to five percent (5%) per renewal year, to accommodate market pricing changes and ongoing operational needs.

This increase is necessary to address rising inflationary costs that continue to affect the price of medical supplies. In addition, Emergency Medical Services has experienced a sustained increase in call volume, which has driven a higher demand for essential consumable supplies.

The increased cost of goods, combined with the heightened usage of medical supplies due to the growing number of EMS responses, has placed additional pressure on the existing contract amount. As medical supplies are consumed at a faster rate, EMS must maintain adequate inventory levels to ensure timely, efficient, and effective emergency response. Rising market prices have compounded these operational demands, making supplemental funding essential to sustain service delivery and maintain consistent availability of critical equipment and materials.

In 2024, the County conducted a formal and comprehensive bid process to secure more stable and competitive pricing for medical supplies. Through this evaluation, Boundtree Medical was determined to provide the best overall value for bid sections 1 – Airway Management, 5 – IV Supplies, 6 – Miscellaneous Supplies, and 7 – Trauma Supplies, and was also awarded backup vendor status for section 2 – Monitor Supplies and section 3 – CPAP and BVM. This procurement approach was designed to reduce pricing variability, strengthen supply chain reliability, and enhance fiscal stewardship for EMS operations by ensuring the County partners with vendors offering the best value across multiple supply categories.

Policy Impact

The Office of Emergency Services – Emergency Medical Services is bringing a new issue to the Board of County Commissioners requesting the BOCC to authorize the County Manager to execute a contract amendment of \$75,000.00 of existing FY26 operating funds to purchase OES-EMS medical supplies from Boundtree Medical for a total contract of \$450,000.00.

Procurement Background

OES is utilizing a formal bid process for medical supply pricing.

Type of purchase



- Goods
- Services
- Construction Work

Did this request for purchase go through a bid process? Yes No

Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000

Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000

Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes No

If no, why?

Fiscal Impact

OES has budgeted for this program within operating funds for EMS medical supply purchasing. There is no requirement for matching funds from the County.

Recommendation

The County Manager recommends that the BOCC authorize the County Manager to execute a contract amendment with Boundtree Medical to add \$75,000 in additional funding for a total of \$450,000.00 and to further authorize the County Manager to approve future annual renewal amendments for this contract, including increases of up to five percent (5%) per renewal year, to accommodate market pricing changes and ongoing operational needs for medical supplies.