



### **Agenda Action Form Overview**

The BOCC is requested to authorize the County Manager to execute a contract with Life Assist for the purchase of OES- Emergency Medical Services Medical Supplies in an amount of \$162,500.00. Funding for the contract is in the current FY OES- Emergency Medical Services budget.

### **Background/Justification**

The Board is requested to authorize the County Manager to execute a contract with Life Assist for the purchase Office of Emergency Services Emergency Medical Services (OES-EMS) medical supplies. OES-EMS will utilize existing operational budget funds in the amount of \$162,500.00

Historically, Durham County OES-EMS has purchased medical supplies through various vendors with no formal bid process having been completed. Due to the lack of formal bid process, OES- Emergency Medical Services has not had a contract with any medical supply companies which resulted in varying prices throughout the year.

To ensure continued improvement in efficiency and fiscal responsibility with medical supply purchasing, a formal bid process was conducted with multiple sections available for vendors to bid. All OES-EMS medical supplies were grouped into 7 sections and awards are based on vendors who provided the best value in each section. A backup vendor was selected for each section which offered the next best value for each section. This was done in the event of supply shortages and backorders to allow EMS to purchase medical supplies from a secondary vendor. Attachment 1, Medical Supply Bid Spec Worksheet is attached with details of all medical supplies included in each section. Section 1 – Airway Management, Section 2 – Monitor Supplies, Section 3 – CPAP and BVM, Section 4 – EZ IO, Section 5 – IV Supplies, Section 6 – Miscellaneous supplies, Section 7 – Trauma Supplies.

Life Assist was the vendor that provided the best value to the County for bid Section 2 – Monitor Supplies and Section 3 – CPAP and BVM with backup for sections 1 – Airway Management, 5 – IV Supplies, 6 – Miscellaneous Supplies, and 7 – Trauma Supplies. All bid documents are included in this action item.

### **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 of \$162,500.00 using existing FY24 operating funds to purchase OES-EMS medical supplies from Life Assist.

### **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?

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**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 with Life Assist for the purchase of OES- Emergency Medical Services medical supplies in an amount of \$162,500.00