



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3939

EXECUTIVE SUMMARY

To: Jim Scholl, City Manager
From: Edward Perez, Division Chief of EMS, KWFD
Date: November 14, 2016
Reference: Bound Tree Medical Supply Blanket Purchase Order

Action Statement:

Respectfully request approval to establish a blanket purchase order for EMS medical supplies and pharmaceuticals in the amount of \$80,000.00 based on Section 2-797(3) of the City of Key West Code of Ordinance utilizing The City of Boynton Beach "Annual Supply of Medical and Medication Supplies" contract awarded to Bound Tree Medical, bid no. 0521-2210-14/JMA. Piggy backing off of this particular contract will allow the Key West Fire Department access to top quality medical supplies at excellent pricing along with free, expedited shipping to our fire stations. The City of Key West Fire Department (KWFD) is currently piggy backing off of Monroe County Fire Rescue's contract with Bound Tree Medical but that contract will expire on November 30, 2016. This contract between The City of Boynton Beach and Bound Tree Medical will does offer as good or better pricing on medical supplies and medications currently utilized by our department under the current contract.

Background:

The Key West Fire Department integrated into providing EMS services on April 1, 2015. Medical supplies and pharmaceuticals are an absolute necessity in providing quality patient care. Due to our unique geographic location and relatively high call volume, the KWFD requires supplies to be frequently purchased in order to keep the EMS supply room well stocked making supplies available to our crews to utilize. Such purchases and payments have been budgeted in the Fiscal Year 2016-2017 EMS Budget in account number 001-2601-526-5200. Respective payments will only be dispersed after supplies have been received.

Financial Impact:

Blanket purchase order in an amount not to exceed \$80,000.00.

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Options:

- Approve this blanket purchase order for the purchase/payment of EMS medical supplies and pharmaceuticals in the amount of \$80,000.00 utilizing The City of Boynton Beach "Annual Supply of Medical and Medication Supplies" contract awarded to Bound Tree Medical, bid no. 0521-2210-14/JMA expiring on July 2, 2017, allowing time for the KWFD to initiate a Request For Proposals (RFP) process for medical supplies and medications.
- Approve this blanket purchase order for the purchase/payment of EMS medical supplies and pharmaceuticals in the amount of \$80,000.00 utilizing The City of Boynton Beach "Annual Supply of Medical and Medication Supplies" contract awarded to Bound Tree Medical, bid no. 0521-2210-14/JMA expiring on July 2, 2017, then continue to piggyback off of other governmental medical supply contracts.
- Disapprove this blanket purchase order and find alternative means to purchase medical supplies and medications.

Recommendation:

Approve to establish a blanket purchase order for the purchase/payment of EMS medical supplies and pharmaceuticals in the amount of \$80,000.00 based on Section 2-797(3) of the City of Key West Code of Ordinance utilizing, The City of Boynton Beach "Annual Supply of Medical and Medication Supplies" contract awarded to Bound Tree medical, bid no. 0521-2210-14/JMA and move forward with going out to RFP for securing a long term contract with a medical supply company that fulfills the requirements of the KWFD.

Edward Perez, Division Chief of EMS
Key West Fire Department
Serving the Southernmost City