



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: April 23, 2019
Reference: Florida Department of Health EMS grant award and purchase of 5 laptops

Action Statement:

We propose the approval of Florida Department of Health Emergency Medical Services Data Collection grant in the amount of \$23,960.00 through the Overdose Prevention in States (OPIS) Cooperative Agreement approved by the Bureau of Emergency Medical Oversight (BEMO) and the authorization to purchase of five (5) Panasonic CF-20GX-01VM laptop computers with proprietary software, accessories, extended warranty and wireless plans from Intermedix.

The Fire Department proposes the Panasonic CF-20GX-01VM laptop computers for the following reasons:

- Intermedix software is proprietary and comes preloaded on the new machines.
- Machines, on loan from Intermedix, need to be returned.
- Sole source basis to purchase, pursuant to Section 2-797(1)
- This purchase will continue our goal of providing the best quality EMS care to our community.
- The four (4) older, noncompatible laptops owned by the City can then be fixed and made compatible to bring total laptops to nine (9).
- The State of Florida Grant provides funding to assist the City.

Under the provisions of the Procurement Ordinance, the Department proposes to sole source purchase for the following reasons:

- Intermedix software is proprietary and comes preloaded on the laptops at a price level that Key West could not achieve purchasing independently.
- It eliminates the necessity for using laptops on loan from Intermedix that must be returned.

Background:

The Fire Department is facing several challenges related to capturing and reporting of EMS data. The challenges range from noncompatible hardware and software on City-

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owned equipment, lack of equipment, not having wireless access to the current internet-based reporting system, and using loaner equipment to remain compliant with all standards.

Financial Impact:

The approval of the Florida Department of Health EMS grant and the authorization to purchase of five (5) new laptops requested through this grant provides an opportunity for the Fire Department to obtain new, compatible hardware and software, accessories and wireless plans on a cost reimbursement basis. The State authorized grant funding in the amount of \$23,960.00. The additional \$4,812.50 for the warranty plan is not grant eligible and would require the City to purchase the plan using local funds. With the approval of the grant and authorization to purchase the laptops, grant revenue in the amount of \$23,960.00 will be budgeted in Account 101-0000-334-9000 (Infrastructure Surtax/Revenue/Other State Grants). Expenses of \$23,960.00 will be budgeted in Account 101-2201-521-6400 (Infrastructure Surtax/Fire Department/Machinery & Equipment) and \$4,812.50 Account 001-2201-522-4600 (General Fund/Fire Department/Repairs and Maintenance).

Recommendation:

Approving the Florida Department of Health EMS grant in the amount of \$23,960.00 and authorizing the purchase of five (5) Panasonic CF-20GX-01VM laptop computers pursuant to Section 2-797 (1) of the Code of Ordinances in an amount not to exceed \$28,772.50.

Edward Perez, Division Chief of EMS

Key West Fire Department

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