

## Edward Perez

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**From:** Alibrandi, Julianne <AlibrandiJ@bbfl.us>  
**Sent:** Monday, October 17, 2016 2:31 PM  
**To:** Edward Perez  
**Cc:** Landress, Michael  
**Subject:** RE: Key West Fire Department approval to piggyback off of medical supply contract  
**Attachments:** ITB Medical and Medication Supplies.pdf; Approved Agenda Item for Medical Supplies.pdf

Chief Perez,

Please see no. 37 under General Conditions in the attached bid. Our bid gives other government agencies permission to piggyback. You would just need a letter from Bound Tree offering to utilize the City of Boynton Beach bid award. I am also attaching a copy of our Agenda Cover Sheet which explains how the bid was awarded.

Please do not hesitate to contact me if you need any additional information to take to your Commission.



Julianne Alibrandi  
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### *America's Gateway to the Gulfstream*

*Please be advised that Florida has a broad public records law and all correspondence to me via email may be subject to disclosure. Under Florida records law, email addresses are public records. Therefore, your e-mail communication and your e-mail address may be subject to public disclosure.*

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**From:** Landress, Michael  
**Sent:** Monday, October 17, 2016 2:07 PM  
**To:** Edward Perez  
**Cc:** Alibrandi, Julianne  
**Subject:** RE: Key West Fire Department approval to piggyback off of medical supply contract

Chief Perez,

I'm copying Julianne Alibrandi in our *Finance Department* for this request. As per our conversation, you have my approval, but finance will need to sign-off.

Have a great week!

M

5-0



## CITY OF BOYNTON BEACH AGENDA ITEM REQUEST FORM

**COMMISSION MEETING DATE:** 6/21/2016

**REQUESTED ACTION BY COMMISSION:**

Approve award for the "Annual Supply of Medical Supplies and Medications", Bid No. 044-2210-16/JMA to Bound Tree Medical, LLC; Henry Schein Inc.; and Midwest Medical Supply Co., LLC, as the lowest, most responsive, responsible bidders for a projected annual expenditure of \$140,000. Items will be ordered on an "As Needed" basis.

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**EXPLANATION OF REQUEST:**

**BID TERM:** JULY 3, 2016 TO JULY 2, 2017

The City of Boynton Beach is lead agency on this joint bid with the City of Delray Beach for medical supplies and medications for the Fire Departments' EMS and Ocean Rescue Divisions. These are Warehouse stocked supplies that are ordered "As Needed". On May 12, 2016, Procurement opened four proposals. The bid included 328 items that were divided into eight groups. As noted in the Bid Special Conditions, Award, "The City intends to award this bid in its entirety to a Primary Vendor, a Secondary Vendor and to a Third Place Vendor." If a product is not available from the Primary Vendor, the Cities will then order from the Secondary Vendor; if the product is not available from both the Primary and Secondary Vendors, the Cities will then contact the Third Place Vendor.

This bid may be renewed with the same terms and conditions for two one-year extensions subject to vendor acceptance, satisfactory performance and determination that renewal will be in the best interests of the City. The Warehouse Manager reviewed the pricing proposals and recommends the bidders be awarded as follow:

<b>PRIMARY VENDOR:</b>	<b>BOUND TREE MEDICAL, LLC</b>
<b>SECONDARY VENDOR:</b>	<b>HENRY SCHEIN INC.</b>
<b>THIRD VENDOR:</b>	<b>MIDWEST MEDICAL SUPPLY CO., LLC</b>

**HOW WILL THIS AFFECT CITY PROGRAMS OR SERVICES?**

By utilizing the pricing established in this joint bid with the City of Delray Beach, the City of Boynton Beach Fire Department EMS and Ocean Rescue will be provided with medical supplies and pharmaceuticals from the recommended vendors at the lowest competitive prices for a one year period.

**FISCAL IMPACT:** Budgeted

Funds are budgeted for these items under Fire Department account number 001-2210-522-52-66.

FY 2015/2016 Expenditures to date:	\$ 91,100
FY 2014/2015 Expenditures:	\$122,000

**ALTERNATIVES:**

These supplies are required for a functioning Emergency Medical Services division of the Fire Department. At this time, joining forces with the City of Delray Beach for cooperative purchasing to secure the lowest possible pricing appears to be the most viable option.

**STRATEGIC PLAN:**

**STRATEGIC PLAN APPLICATION:**

**CLIMATE ACTION:** No

**CLIMATE ACTION DISCUSSION:**

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**Is this a grant?** No

**Grant Amount:**

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**ATTACHMENTS:**

Type	Description
<input type="checkbox"/> Staff Report	Recommendation for Award
<input type="checkbox"/> Tab Sheets	Tabulation Sheets
<input type="checkbox"/> Other	Pricing Proposal

**REVIEWERS:**

Department	Reviewer	Action	Date
Finance	Allbrandi, Julie	Approved	6/9/2016 - 12:05 PM
Finance	Howard, Tim	Approved	6/9/2016 - 3:56 PM
Legal	Cherof, Jim	Approved	6/10/2016 - 3:11 PM
City Manager	LaVerriere, Lori	Approved	6/15/2016 - 2:47 PM