



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

CM: Todd Hileman

DATE: November 7, 2017

SUBJECT

Consider adoption of an ordinance accepting competitive bids by way of a Cooperative Purchasing Program Participation Agreement with the City of Cedar Hill under section 271.102 of the Local Government Code, for the purchase of Emergency Medical Services (EMS) medical supplies for the City of Denton Fire Department; providing for the expenditure of funds therefor; and providing an effective date (File 5427-awarded to Bound Tree Medical in the estimated annual amount of \$266,000 for a three (3) year total amount not-to-exceed \$800,000).

BACKGROUND

In 2014, the City of Denton Fire Department began purchasing medical supplies and medications directly from Bound Tree Medical through a Cooperative Purchasing Agreement with the City of Cedar Hill. This allows each individual fire station to order and maintain supplies as needed for par level and replacement after each call. In fiscal year 2017-18, the Denton Fire Department will have twelve (12) fully stocked ambulances- eight (8) front line and four (4) reserve. In addition, eight (8) fire engines/trucks carry advanced support medical gear, and twenty (20) additional fire department vehicles carry first aid kits. Supply orders are placed online and are reviewed and approved by the EMS Battalion Chief before the order is processed. Supplies and medications are then shipped directly to the requesting station.

The Cooperative Purchasing Agreement with the City of Cedar Hill provides lower costs for many of the individual items commonly used by the department. The Cedar Hill contract offers 726 items available on the contract and an average of thirty (30) percent cost savings for the majority of the items used by the Denton EMS staff. Prior to using the Cooperative Purchasing Agreement with the City of Cedar Hill, the City of Denton received a ten (10) percent discount. Staff is not aware of any local vendors that can provide the volume of supplies required for the EMS operation. Therefore, staff is recommending awarding a contract for EMS medical supplies to Bound Tree Medical through a Cooperative Purchasing Agreement with the City of Cedar Hill. This will allow the City of Denton Fire Department to continue obtaining vital EMS supplies without interruption with the potential for cost savings.

RECOMMENDATION

Award a contract for EMS medical supplies to Bound Tree Medical in the estimated annual amount of \$266,000 for a three (3) year total amount not-to-exceed \$800,000

PRIOR ACTION/REVIEW (Council, Boards, Commissions)

On January 7, 2014, City Council authorized a Cooperative Purchasing Program Participation agreement with the City of Cedar Hill. (Ordinance No. 2014-008).

ESTIMATED SCHEDULE OF PROJECT

The current Cedar Hill contract with Bound Tree Medical expires on February 28, 2018. The contract has three (3) one year renewal options. Staff will confirm the renewal with the City of Cedar Hill each year.

FISCAL INFORMATION

Annual expenditures are estimated at \$266,000. Under a three (3) year agreement, expenditures are not-to-exceed \$800,000. The supplies will be funded from account 320100.6336.

STRATEGIC PLAN RELATIONSHIP

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

Related Key Focus Area: **Safe, Liveable & Family-Friendly Community**
Related Goal: **4.1 Enhance public safety**

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: City of Cedar Hill Contract
Exhibit 3: Ordinance

Respectfully submitted:
Karen Smith, 349-8436
Purchasing Manager

For information concerning this acquisition, contact: Battalion Chief Brian Glenn at 940-349-8834.