

EA

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Fire Department

AGENDA DATE: July 27, 2010

CONTACT PERSON NAME AND PHONE NUMBER: Chief Manuel Chavira, Assistant Fire Chief /771-1002

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

The Fire Department is requesting approval to Purchase Medical Supplies and Pharmaceutical Drugs under Cooperative Purchasing Program Buyboard Contract# 294-08 (First Aid Supplies and Equipment). Requesting that the Purchasing Manager be authorized to issue Purchase Order(s) to Moore Medical, LLC, in the estimated amount of \$111,655.71.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

It would be beneficial for the City to purchase the Medical Supplies and Pharmaceutical Drugs in order to maintain adequate necessities for the El Paso Fire Department. Due to the continuation of population growth in the El Paso Region, such supplies would be required to provide emergency medical pre-hospital treatment and to furnish definitive care in a timely and responsible manner.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

N/A

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

Amount: \$111,655.71 Fund: 01101 Dept ID: 22010320 Account: 503112 Project: N/A
Funding Source: Clinical/Medical Supplies

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

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SERVICE SOLUTIONS SUCCESS



To: Purchasing Manager
Michael W. Plum, Administrative Analyst

From: Manuel Chavira, Assistant Fire Chief _____
Authorized Signature

Date: July 16, 2010

Re: TASB (Buyboard) Co-Op Contract No.: 294-08, "First Aid Supplies and Equipment"

The Fire Department recommends utilizing Texas Association of School Boards (TASB) Buyboard Purchasing Cooperative Program contract number 294-08 (First Aid Supplies and Equipment) to issue \$111,655.71 in purchase orders to Moore Medical LLC for medical supplies and pharmaceutical drugs. The following are the factors used to evaluate the use of this procurement program as the best approach:

1. *Is there an urgent need for the product/service? In other words, is time of the essence?*

Yes. In order to ensure that City EMS units are adequately supplied with medical supplies and pharmaceutical drugs in order to provide emergency medical pre-hospital treatment.

2. *Does the purchase through the Program promote the standardization of equipment?*

Yes. The supplies and pharmaceutical drugs purchased under this cooperative contract are the standard supplies and drugs inventoried by the logistics division of the Fire Department and carried on EMS units.

3. *Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?*

Products are available locally for purchase via the City's inter-local agreement with University Medical Center (UMC), however UMC is unable to provide the requested supplies and drugs promptly enough.



Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson



4. *Do the available vendors have prior work experience and/or familiarity with the City?*

Yes. The Fire and Health Departments have purchased various supplies and equipment from Moore Medical, LLC, previously.

5. *Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?*

Yes. Prices offered through Contract No. 294-08 are fair and reasonable.

The participation by the City of El Paso in the TASB Buyboard Cooperative Program was approved by Mayor and City Council on August 21, 2007. The standard factors used to determine the use of a Cooperative Purchasing program were approved by City Council on June 24, 2008.

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