



CITY OF LONG BEACH

C-5

FIRE DEPARTMENT

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Xavier Espino
FIRE CHIEF

February 12, 2019

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB FD18-132 and award contracts to Bound Tree Medical, LLC, of Dublin, OH, and Life-Assist, Inc., of Rancho Cordova, CA, for emergency medical supplies, in an annual aggregate amount of \$400,000, with a 10 percent contingency in the amount of \$40,000, for a total annual aggregate amount not to exceed \$440,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with Bound Tree Medical, LLC, and Life-Assist, Inc., for the purchase of emergency medical supplies by the Long Beach Fire Department (LBFD), on an as-needed basis.

The bid was advertised in the Long Beach Press-Telegram on September 8, 2018, and 2,308 potential bidders specializing in safety equipment and supplies were notified of the bid opportunity. Of those bidders, 19 downloaded the bid via the City's electronic bid system. The bid document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 28 local, minority, and women-owned business groups. Four bids were received on October 4, 2018. Of those four bidders, two were Women-owned Business Enterprises (WBEs), and none were Minority-owned Business Enterprises (MBEs), certified Small Business Enterprises (SBEs), nor Long Beach businesses (Local). Bound Tree Medical, LLC, of Dublin, OH, and Life-Assist, Inc., of Rancho Cordova, CA (WBE), were the lowest responsible bidders.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the bid specifications. Through outreach, 176 Long Beach vendors were notified to submit bids, of which none downloaded nor submitted a bid. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Monica J. Kilaita on January 17, 2019 and by Budget Management Officer Rhutu Amin Gharib on January 23, 2019.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB FD18-132 and award contracts concurrently is requested on February 12, 2019, to ensure the contracts are in place expeditiously to allow for the timely purchasing of emergency medical supplies.

FISCAL IMPACT

The annual aggregate contract authority will not exceed \$440,000 for the two-year term with Bound Tree Medical, LLC and Life-Assist, Inc. The total amount is budgeted in the General Fund (GF) in the Fire Department (FD). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



XAVIER ESPINO
FIRE CHIEF

APPROVED:



PATRICK H. WEST
CITY MANAGER