



# CITY OF LONG BEACH

# C-12

FIRE DEPARTMENT

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MICHAEL A. DUREE  
FIRE CHIEF

October 2, 2018

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Authorize the City Manager, or designee, to increase Blanket Purchase Orders Nos. BPDFD18000011 with Life-Assist, Inc., of Rancho Cordova, CA, and BPDFD18000013 with Bound Tree Medical, LLC, of Dublin, OH, for furnishing and delivering emergency medical supplies, by \$150,000, for a total aggregate amount not to exceed \$250,000, and extend the term of the purchase orders to January 31, 2019. (Citywide)

## DISCUSSION

City Council approval is requested to execute amendments to the Blanket Purchase Orders (BPOs) with Life-Assist, Inc. (Life-Assist), and Bound Tree Medical, LLC (Bound Tree), for the purchase of emergency medical supplies used by the Long Beach Fire Department (LBFD).

On June 15, 2014, BPOs were issued to Life-Assist and Bound Tree in an annual combined amount of \$200,000, for a period of two years with the option to renew for two additional one-year periods, for the purchase of emergency medical supplies. City Council actions on April 21, 2015 and February 20, 2018 authorized additional purchasing authority in an annual combined amount not to exceed \$360,000, with an expiration date of June 15, 2018.

To ensure continuity of delivery of products until a competitive procurement process can be completed, Life-Assist and Bound Tree are currently providing emergency medical supplies under two BPOs for a total combined amount of \$100,000 for the term June 16, 2018 to October 31, 2018. It is requested that the BPOs be extended until January 31, 2019, with an increase in additional purchasing authority in a combined amount of \$150,000, for a total aggregate amount not to exceed \$250,000, to provide adequate time to complete the procurement process. Emergency medical supplies purchased under these BPOs are essential to the continued provision of emergency medical services by the LBFD.

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It is anticipated that the award of a new contract(s) will be presented to the City Council in December 2018.

This matter was reviewed by Deputy City Attorney Monica J. Kilaita on September 17, 2018 and by Budget Analysis Officer Julissa José-Murray on September 12, 2018.

TIMING CONSIDERATIONS

City Council action is requested on October 2, 2018, to allow for payment of current invoices and expenditures through January 31, 2019.

FISCAL IMPACT

The total aggregate amount of the BPOs will not exceed \$250,000. Sufficient funds for furnishing and delivering these emergency medical supplies are 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,



MICHAEL A. DUREE  
FIRE CHIEF



FOR  
JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



PATRICK H. WEST  
CITY MANAGER