



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2011-0523

TO: Mayor and City Council Members
FROM: Ronald Crowell, Fire Chief
DATE: November 28, 2011
SUBJECT: Emergency Medical Supplies

REQUEST:

City Council is requested to authorize a blanket purchase order for emergency medical supplies to J & B Medical Supply Company, Wixom, Michigan in the amount not-to-exceed \$34,000.00 through January 31, 2013.

REASON FOR PURCHASE:

The City of Rochester Hills requires the purchase of emergency medical supplies for stocking Basic Life Support (BLS) ambulances, first-run Advanced Life Support (ALS) engines and Medical Squads.

The blanket purchase order of \$34,000.00 for emergency medical supplies for 2012 is based on an estimate of supplies that will be required for the year. The Fire Department generates billings for emergency medical incidents and recovers the cost of medical supplies.

The City participates with the Michigan Intergovernmental Trade Network (MITN) for the purchase of emergency medical supplies. Based on bids received by the City of Farmington Hills, as the lead City, J & B was awarded the contract as low bidder in 2008. The contract has been extended by Farmington Hills for 2012.

The cooperative bid offers substantially discounted prices for core emergency medical supplies and a percentage discount off catalog pricing for less frequency purchased items. There are no minimum dollar amounts or quantities required per order or delivery charges.

PROCESS:

Vendor Name and Address:

J & B Medical Supply Company
50496 W. Pontiac Trail
Wixom, MI 48393

Reason for Selection:

Lowest responsive responsible bid
MITN Cooperative Purchase

Method of Purchase:
Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fire Fund	344.740	Operating Supplies	\$34,000.00	\$34,000.00	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a blanket purchase order for emergency medical supplies to J & B Medical Supply Company, Wixom, Michigan in the not-to-exceed amount of \$34,000.00 through January 31, 2013.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		