



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2011-0521

TO: Mayor and City Council Members
FROM: Ronald Crowell, Fire Chief
DATE: November 23, 2011
SUBJECT: Emergency Medical Supplies

REQUEST:

City Council is requested to increase a blanket purchase order for emergency medical supplies to J & B Medical Supply Company, Wixom, Michigan in the amount of \$10,000.00 for a new not-to-exceed amount of \$35,000.00 through January 31, 2012.

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 \$25,000.00 for emergency medical supplies for 2011 was based on an estimate of supplies that would be required for the year. With an increase in the number and types of medical runs, the use of emergency medical supplies has exceeded the estimate. 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 since been extended by Farmington Hills.

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 amount 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:
[Click [here](#) and type Financial Implications]

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fire Fund	344.740	Operating Supplies	\$35,000.00	\$35,000.00	\$0

RECOMMENDATION:
It is recommended that the Rochester Hills City Council authorize the increase to a blanket purchase order for emergency medical supplies to J & B Medical Supply Company, Wixom, Michigan in the amount of \$10,000.00 for a new not-to-exceed amount of \$35,000.00 through January 31, 2012.

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