



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

---

Legislative File No: 2012-0501

**TO:** Mayor and City Council Members  
**FROM:** Ronald Crowell, Fire Chief  
**DATE:** January 14, 2013  
**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 \$30,000.00 through January 31, 2014.

**REASON FOR PURCHASE:**

The City of Rochester Hills requires the purchase of emergency medical supplies for stocking its Basic Life Support (BLS) and Advanced Life Support (ALS) Ambulances.

The blanket purchase order of \$30,000.00 for emergency medical supplies for 2013 is the estimated supplies that will be required for the year based on historical data and increased call volumes. 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 Medical Supply Company was awarded the contract as low bidder.

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:**

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Fire Fund	344.740000	Operating Supplies	\$35,000.00	\$30,000.00	\$5,000.00

**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 \$30,000.00 through January 31, 2014.

---

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