

Audit and Accountability Committee



October 16, 2018

Briefing on Procurement Process for Medical Supplies

Presented by
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Deputy Chief Financial Officer

Medical Supplies Background

Contract Scope

- Medical Supplies Contract for Fire Department
- Maintain established inventory levels
- Consumables used by First Responders
 - Ambulances, Fire Trucks, Squad Trucks, Fire Stations
 - Brand specific supplies approved by Medical Director

Background

- Heightened community interest in contracts for medical equipment and supplies
- De-bundle existing contracts
- Multiple contract awards
- Increase participation of Local, Small, Minority and Woman-Owned Business Enterprises

Medical Supplies Solicitation

Solicitation Overview

- Contract award by category
 - May bid one, more than one, or all categories
 - All items must be bid in each category
- Coordination with Goal Setting Committee
- Local Preference Program applicable (3% price preference)
- Met with local suppliers prior to release
- Pre-submittal conference held
- Award to low responsive offeror by category
- Issue multiple solicitations (medical supplies, EMS supplies & equipment, medications)
- Compare responses to current contract

Medical Supplies

- Medical Supplies Categories for Award
 - EMS First Aid
 - Airway Devices
 - Syringes/Needles
 - IV Supplies
- 12% M/WBE Subcontracting Requirement
- Value: \$4 million
- 3 Year Term with 2, 1 Year Options
- Issue Date: July 6, 2018
- Due Date: August 15, 2018

Medical Supplies Solicitation

Responses

- Twelve bids received
 - Four responsive bids
 - Two Local bidders / Two Non-Local bidders
- Eight non-responsive bidders
 - Failed to meet subcontracting goal
 - One Local bidder / Seven Non-Local bidders

Evaluation

- Compared responses to existing medical supplies contract
- National bidder low responsive offeror for all four categories
 - Local Subcontractor with 12% participation

Medical Supplies Solicitation

Contract Status

- Exercised last extension on current contract through 9/30/19
- Cancelled Medical Supplies solicitation

Next Steps

- Review solicitation method
- Conduct pre-solicitation meeting
 - Invite local and national companies
 - Opportunity for partnering
 - Discuss SBEDA requirements
- Issue new solicitation in February 2019

Goal

- Increased participation
 - Local Suppliers
 - SMWBE Supplies

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