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File #:	24-0985	Version: 1	Name:	Fire Rescue Medical Supplies and Equipment-BSO
Type:	Purchase		Status:	Passed
File created:	10/7/2024		In control:	City Commission
On agenda:	10/16/2024		Final action:	10/16/2024
Title:	MOTION TO APPROVE THE PURCHASE OF FIRE RESCUE MEDICAL SUPPLIES AND EQUIPMENT FROM THE BROWARD SHERIFF'S OFFICE (BSO) FOR A TOTAL AMOUNT NOT TO EXCEED \$226,500.00 FOR FISCAL YEAR 2024-2025, WITH NO CHARGE FOR ADMINISTRATIVE FEES, MARKUP PRICING, OR SHIPPING PURSUANT TO SECTION 4.12(A)(1) OF THE CITY'S CODE OF ORDINANCES.			
Sponsors:	Fire			
Attachments:	1. 1. Commission Approval (10-18-23) , 2. 2. Commission Approval (10-19-22) , 3. 3. Commission Approval (10-06-21) , 4. 4. Commission Approval (10-21-20) , 5. 5. Commission Approval (10-16-19)			

Text

Title

MOTION TO APPROVE THE PURCHASE OF FIRE RESCUE MEDICAL SUPPLIES AND EQUIPMENT FROM THE BROWARD SHERIFF'S OFFICE (BSO) FOR A TOTAL AMOUNT NOT TO EXCEED \$226,500.00 FOR FISCAL YEAR 2024-2025, WITH NO CHARGE FOR ADMINISTRATIVE FEES, MARKUP PRICING, OR SHIPPING PURSUANT TO SECTION 4.12(A)(1) OF THE CITY'S CODE OF ORDINANCES.

Summary Explanation and Background

PROCUREMENT PROCESS TAKEN:

- Chapter 4 of the City's Code of Ordinances is titled "ADMINISTRATION"
- Section 4.12 of the City's Code of Ordinances is regarding "PROCUREMENT."
- Section 4.12(a) states that "Pursuant to the requirements of this Charter and ordinances, the City Manager shall contract for, purchase, store and distribute all supplies, materials and equipment required by any office, department, or agency of the City government. Said purchases shall be made pursuant to the following procedures:"
- Section 4.12(a)(1) states that "No goods, supplies, materials or services for City purposes or use shall be purchased when the amount to be paid therefore by the City shall exceed that amount the City Commission sets by ordinance for which the City shall require sealed bids, unless notice thereof shall be advertised as provided ordinance. The provision of this section shall not apply where purchases are made from any agency, department or bureau of the United States Government, State of Florida, or any of its political divisions or municipalities. The City Commission may contract with other government agencies for joint, cooperative or pooled purchasing of supplies, goods, materials or services for its present or future needs, and bidding shall not be required for purchases made by this method."
- Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."
- Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."

- Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."

SUMMARY EXPLANATION AND BACKGROUND:

1. On October 18, 2023, the City Commission authorized the purchase of Fire Rescue Medical Supplies and Equipment from the Broward Sheriff's Office (BSO) for an estimated amount of \$187,350.00 for fiscal year 2023-2024 with no charge for administrative fees, markup pricing, or shipping pursuant Section 4.12(a)(1) of the City's Code of Ordinances.
2. The City of Pembroke Pines Fire Rescue Department has been satisfied with the process and prices that have been established by BSO in regards to the purchase of medical supplies and equipment that are necessary to the Department's daily operations relating to medical emergencies, accidents, fires, incidents with hazardous materials, etc.
3. The Fire Rescue Department would like to continue purchasing all medical supplies and equipment necessary for daily operations from BSO. For the items that cannot be obtained from BSO, the Fire Department will utilize normal procurement procedures for obtaining the necessary products.
4. The ability to purchase from BSO will allow the City's Fire Rescue Department to take advantage of regional purchasing thereby saving time and money. The utilization of a single source for supplies reduces the number of vendors that the Fire Department has to oversee. In addition, items currently stored in BSO's Warehouse are obtainable the same day or next day, allowing purchases of appropriate quantities from the County and saving the City delivery costs and the cost to store supplies.
5. Request the City Commission to approve the purchase of Fire Rescue Medical Supplies and Equipment from the Broward Sheriff's Office (BSO) for a total amount not to exceed \$226,500.00 for fiscal year 2024-2025 with no charge for administrative fees, markup pricing, or shipping pursuant to Section 4.12(a)(1) of the City's Code of Ordinances.

Financial Impact

FINANCIAL IMPACT DETAIL:

- a) Initial Cost:** \$226,500.00. The requested amount is 75% of the 2024-25 budget for the accounts listed below. The remaining 25% (\$75,500) is reserved for those items that BSO no longer carries or for items which are out of stock, plus an additional \$45,000 from account # 001-529-4003-552160-0000-000-0000 (Pharmaceutical Supplies) are reserved for Pharmaceutical Supplies which are no longer purchased from BSO, totaling \$120,500.
- b) Amount budgeted for this item in Account No:** For Fiscal Year 2024-25:
\$165,000.00 - 001-529-4003-552006-0000-000-0000 (Operating Supplies-Rescue)
\$ 61,500.00 - 001-529-4003-552660-0000-000-0000 (Non-Capital Equipment-Rescue)
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational cost of the project:** Not Applicable.
- e) Detail of additional staff requirements:** Not Applicable.

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.
- b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.

