



# City of Pembroke Pines, FL

## Agenda Request Form

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**Agenda Number: 4.**

**File Number:** 14-3241

**File Type:** Commission Items

**Status:** Passed

**Version:** 0

**Reference:**

**Controlling Body:** City Commission

**Requester:** Purchasing Manager

**Initial Cost:** \$ 173,700.00

**Introduced:** 08/20/2014

**File Name:** Motion to approve the purchase of Fire Rescue  
Medical Supplies and Equipment from BSO

**Final Action:** 09/17/2014

**Title:** MOTION TO APPROVE THE PURCHASE OF FIRE RESCUE MEDICAL SUPPLIES AND EQUIPMENT FROM THE BROWARD SHERIFF'S OFFICE FOR AN ESTIMATED AMOUNT OF \$173,700 FOR FISCAL YEAR 2014-2015 PER SECTION 35.18(C)(5) OF THE CITY'S PROCUREMENT CODE WHICH ALLOWS THE UTILIZATION OF OTHER GOVERNMENTAL AGENCY CONTRACTS FOR COMMODITIES OR SERVICES

**Notes:**

**Attachments:** A. Broward County Commissioners Resolution  
2002-917

**Agenda Date:** 09/17/2014

B. Release & Waiver of  
Liability-Fire,Medical,Pharmaceutical Supplies, Maint  
of Equipment

**Agenda Number:** 4.

**Enactment Date:**

**Enactment Number:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	City Commission	09/17/2014	approve				Pass

### SUMMARY EXPLANATION AND BACKGROUND:

1. The City of Pembroke Pines Fire Rescue Division currently purchases medical supplies and equipment from various sources including the Broward Sheriff's Office (BSO). The medical supplies and equipment are necessary to the Department's daily operations as to medical emergencies, accidents, fires and incidents with hazardous materials.
2. Pricing, for these purchases, has historically been obtained annually through the City's formal solicitation process.
3. In 2002, the Board of County Commissioners of Broward County passed Resolution 2002-917 Amending Chapter 21, Part VII, Subsection 21.114 of the Broward County

Administrative Code; relating to the purchase of Fire and Medical Supplies from the Fire Rescue Division's Logistics warehouse; providing authority for all public entities and public officers within Broward County to purchase fire and medical supplies from the logistics warehouse; providing a requirement that each public entity or public officer provide the County Administrator, or designee, with written notification as to who is authorized, on behalf of the public entity or public officer, to issue a purchase order and execute a Waiver and Release of Liability Form in favor of Broward County relative to the procurement of supplies from the logistics warehouse; providing for an amendment to Section 41.11(c) of the Broward County Administrative Code, deleting the administrative fee imposed on participating agencies for the procurement of supplies from the logistics warehouse. (Please see attachment A)

4. This program, offered by BSO Fire Rescue Regional Logistics, allows all governmental entities in Broward County to purchase medical and janitorial supplies directly from BSO at no additional cost. Broward County's regional tax dollars fund BSO's Fire Rescue Regional Logistics Unit, therefore BSO does not charge any administrative fees, markups, or shipping charges to entities that utilize this program.

5. Utilizing similar competitive procedures, BSO's Fire Rescue Regional Logistics Unit procures and supplies fire suppression, fire prevention and other fire-related equipment including Emergency Medical Equipment and Supplies for the agency's Fire Rescue personnel and for most of the fire rescue departments in Broward County. Some other government entities that currently participate in this program include; City of Greenacres, City of Coral Springs, City of Dania Beach, Town of Davie, City of Ft. Lauderdale, City of Hallandale Beach, City of Hollywood, Lauderdale By The Sea, City of Lauderdale, City of Lighthouse Point, City of Margate, City of Miramar, City of North Lauderdale, City of Oakland Park, City of Plantation, City of Pompano Beach, Town of Southwest Ranches, City of Sunrise, and City of Tamarac.

6. Historically, when the City of Pembroke Pines has issued a formal solicitation for medical supplies, we have not received a response from BSO as they have stated they do not respond to bids for medical supplies. However, the City always included the pricing from BSO's program in the comparison of the bid results and awarded a large number of items to BSO.

7. In the past, the Fire Department has expressed their concerns in dealing with multiple vendors, including vendors from out of state, timely deliveries, and stocking issues.

8. An analysis of historical purchases shows that the vast majority of items utilized by the Pembroke Pines Fire Rescue Division are available through the BSO's Fire Rescue Regional Logistics Unit with the cost differential being pennies compared to the current Pembroke Pines low vendor. Currently, BSO's Fire Rescue Regional Logistics Unit website catalogs over 1,000 items.

9. The Pembroke Pines Fire Rescue Division would like the City Commission to approve purchasing all medical supplies and equipment necessary for daily operations of the Pembroke Pines Fire Rescue Division from the Broward Sheriff's Office. For the small number of items that cannot be obtained from BSO, the Fire Department will utilize proper

procurement procedures for obtaining the necessary products.

10. The ability to purchase from Broward Sheriff's Office (BSO) will allow the City's Fire Rescue Division to take advantage of regional purchasing thereby saving time and money. The utilization of a single source for supplies reduces the number vendors the Fire Department has to oversee. In addition, items currently stored in the Broward County 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.

11. Recommend the City Commission to authorize the purchase of Fire Rescue Medical Supplies and Equipment from the Broward Sheriff's Office for an estimated amount of \$173,700 for fiscal year 2014-2015 with no charge for administrative fees, markup pricing, or shipping per Section 35.18(C)(5) of the City's Procurement Code which allows the utilization of other governmental agency contracts for Commodities or Services.

**Item has been reviewed by the Commission auditor and approved for the agenda.**

**FINANCIAL IMPACT DETAIL:**

**a) Initial Cost:** \$173,700. The requested amount is 90% of the total budget for the accounts listed below. The remaining 10% (\$19,300) is reserved for those items BSO does not carry.

**b) Amount budgeted for this item in Account No:** For Fiscal Year 2014-2015

\$123,300 - 1-529-4003-52006 Operating Supplies Rescue

\$23,400 - 1-529-4003-52160 Pharmaceutical Supplies

\$27,000 - 1-529-4003-52660 Equipment less than \$1,000 Rescue

**c) Source of funding for difference, if not fully budgeted:** Not Applicable.

**d) 5 year projection of the operational cost of the project:** None. This approval is only for fiscal year 2014-15.

**e) Detail of additional staff requirements:** Not Applicable.