



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of November 7, 2017  
Action Item for the City Council Meeting November 14, 2017

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**DATE:** November 7, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** Robert Rocha, Fire Chief  
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<b>Corpus Christi Fire Department Medications for Emergency Medical Services</b>
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**CAPTION:**

Motion authorizing City Manager, or designee, to execute a supply agreement with Life-Assist, Inc., of Rancho Cordova, California to purchase medications for Corpus Christi Fire Department in response to Request for Bid (RFB) No. 1295 based on the lowest responsive, responsible bid for a total amount not to exceed \$142,298.14, of which \$118,581.78 is funded FY 2017-18 by the Fire Department. The term of this contract is for one year.

**PURPOSE:**

This item is to approve the Corpus Christi Fire Department Medications to be used for Emergency Medical Services.

**BACKGROUND AND FINDINGS:**

The majority of calls from 911 routed to the Corpus Christi Fire Department (CCFD) are requests for Emergency Medical Services. As such, various pharmaceuticals are needed to provide intervention and support to citizens found with cardiac issues, diabetic emergencies, seizure activity, overdoses, etc. These medications are carried by CCFD ambulances and fire apparatus responsible for emergency response.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a new contract. The City received three responsive, responsible bid, and one no bid and is recommending the award to the lowest responsive, responsible bidder, Life-Assist, Inc.

**ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

Not applicable.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Fire Department

**FINANCIAL IMPACT:**

☒ Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2017-2018</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$441,036.00	\$23,716.36	\$464,752.36
Encumbered / Expended Amount	\$151,030.47	\$0.00	\$151,030.47
This item	\$118,581.78	\$23,716.36	\$142,298.14
BALANCE	\$171,423.75	\$0.00	\$171,423.75

Fund(s): General Fund

**Comments:** The contract total is \$142,298.14, of which \$118,581.78 is funded in FY2017-2018 budget.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Supply Agreement.  
Bid Tabulation.