

AGENDA ITEM REPORT

DATE: March 19, 2019
DEPARTMENT: Public Safety
REQUESTER: Benjamin Abes
TITLE: Award Contract for Purchase of Uniforms for Emergency Medical Services

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B180569RJD, Annual – Uniforms for Emergency Medical Services, to Galls, LLC, the responsible bidder with the lowest responsive bid, for an initial period of three years, as approved in the department's annual adopted budget.
- B. Authorize the Director of Procurement Management to add or delete uniform and/or uniform accessory items as needed and to execute any documents necessary for these changes.
- C. Grant the County Manager or designee the authority to negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract up to six months, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.
- D. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Awards contract to Galls, LLC to provide uniforms and uniform accessories to Lee County Emergency Medical Services for an initial period of three years with the option to renew for three additional one-year periods. Total expenditures for these goods during Fiscal Year 2017-2018 were approximately \$94,122.00.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained bids on behalf of the Board of County Commissioners for the purchase of uniforms and uniform accessories for Emergency Medical Services. On November 16, 2018, Procurement Management advertised Invitation to Bid No. B180569RJD, Annual – Uniforms for Emergency Medical Services. On the bidding deadline of December 28, 2018, Procurement Management received two submittals. After conducting an analysis on the bid submissions, staff recommends making an award to Galls, LLC, the responsible bidder with the lowest responsive bid meeting all specification requirements.

These uniform items are budgeted annually within the Public Safety operation budget. Total expenditures for these goods during Fiscal Year 2017-2018 were approximately \$94,122.00.

B) Policy Issues

C) BoCC Goals

D) Analysis

The Division of Emergency Medical Services uses this solicitation to procure uniforms for emergency medical technicians, paramedics, and EMS supervisors each year. This includes standard uniform items, like shirts and pants, and specialty items like personal protective equipment for dangerous environments. This bid allows the department to standardize these items.

These expenditures are budgeted each year and mandated by Collective Bargaining Agreements.

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Public Safety Program: Emergency Response Project: Account Strings: KF5290400100.505230	
G)	Fund Type?	General Fund
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Proposed Contract	3/5/2019	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Public Safety	Turner, Nicole	Approved	3/5/2019 - 4:18 PM
Public Safety	Abes, Benajamin	Approved	3/6/2019 - 2:43 PM
Budget Services	Henkel, Anne	Approved	3/6/2019 - 3:38 PM
Budget Services	Winton, Peter	Approved	3/7/2019 - 9:47 AM
County Attorney	Lira, Louis C.	Approved	3/7/2019 - 10:36 AM
County Manager	Brady, Christine	Approved	3/8/2019 - 3:48 PM