

AGENDA ITEM REPORT

DATE: April 2, 2024
DEPARTMENT: Public Safety
REQUESTER: Benjamin Abes
TITLE: Approve Contract Extension, Expenditures and Annual Spend for EMS Supplies

I. MOTION REQUESTED

A) Approve contract extension Change Order #2 for the purchase of medical supplies & assembling and distribution of EMT Medic On-Board Ambulance Medical Supply Kits, for a six-month extension, from LeeSar, and providing for medical supply kits, increasing compensation in the amount of \$1,050,000.

B) Approve expenditures for the purchase of medical supplies & assembling and distribution of EMT Medic On-Board Ambulance Medical Supply Kits, from LeeSar, under Solicitation No. PB140077 & N-140078 as approved in the departments' annual adopted budgets.

C) Grant the County Manager or designee the authority to extend the contract(s), for six-months, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the extension.

II. ITEM SUMMARY

Approves Change Order 2 and a six-month extension to the contract with LeeSar to purchase medical supplies, and assembling and distribution of EMT Medic On-Board Ambulance Medical Supply Kits, through October 27, 2024. Total expenditures for LeeSar to provide these services during Fiscal Year 22-23 were approximately \$1,932,021.63. The estimated cost for the six-month extension is \$1,050,000. This project was the subject of a new bid before the current expiration, but the solicitation will be reissued in a different format this spring before the extension expires.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management bid the EMT Medic On-Board Ambulance Medical Supply Kits project in 2013, which was awarded to LeeSar. The agreement was extended under Change Order 1 in 2018. The current expiration date is April 27, 2024.

This project was bid again in November 2023. When the bids were opened, there were anomalies in pricing that caused Public Safety and Procurement Management to decide to reissue the bid in a different format. Due to the approaching expiration, Public Safety requests authorization for Change Order 2 to be able to cover these purchases for Emergency Medical Services until a new bid award can be made.

B) Policy Issues

C) BoCC Goals

D) Analysis

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?	Mandatory
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: General Program: Public Safety Project: Account Strings: KF5290400100.503190	
G)	Fund Type?	General Fund

H)	Comments: The estimated cost for the six-month extension is \$1,050,000.
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V. **RECOMMENDATION**
Approve

VI. **TIMING/IMPLEMENTATION**

VII. **FOLLOW UP**

ATTACHMENTS:

Description	Upload Date	Type
LeeSar Extension	3/15/2024	Change Order

REVIEWERS:

Department	Reviewer	Action	Date
Public Safety	Tucker, Mary	Approved	3/20/2024 - 10:43 AM
Public Safety	Hanna, Rebecca	Approved	3/22/2024 - 10:55 AM
Budget Services	Henkel, Anne	Approved	3/22/2024 - 11:08 AM
Budget Services	Winton, Peter	Approved	3/22/2024 - 11:13 AM
County Attorney	Fraser, Andrea	Approved	3/22/2024 - 12:23 PM
County Manager	Brady, Christine	Approved	3/25/2024 - 9:03 AM