

# TOWN OF DAVIE

## TOWN COUNCIL AGENDA REPORT

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Chief DiPetrillo/797-1213 by Herb Hyman/797-1016

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** N/A

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR FIRST AID SUPPLIES AND EQUIPMENT.

**REPORT IN BRIEF:** A competitive bid was conducted for supplying first aid supplies and equipment for the Fire Department. The Town sent out specifications to thirty-four (34) prospective bidders. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received ten (10) bids. The items needed by the Fire Department were broken down into groups. The bidders were told that to be considered for award, they MUST bid all items within the group. The Town did not get any qualified bids for groups C, G, or N. Therefore, the Fire Department will revise the specifications for those groups and we will re-bid those groups only. For all the rest of the groups, the recommendation is to award to the lowest bidder for each group as identified in the recommendation memo from Fire Department attached hereto. The initial term of the contract is one (1) year with an option to extend the contract for an additional year by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

**PREVIOUS ACTIONS:** Not applicable

**CONCURRENCES:** The recommended award has been reviewed by the Fire Chief and the Bid Specification Committee who concur with the decision to award to the lowest bidder for each group.

**FISCAL IMPACT:**

Has request been budgeted? yes

If yes, expected cost: \$120,000.00/yr.

Account Name: Fire Department-First Aid Supplies and Equipment Account  
Number 001-0602-522-0407

Additional Comments: Not applicable

**RECOMMENDATION(S):** Motion to approve the resolution.

**Attachment(s):**

Procurement Authorization

Department Recommendation Memo dated December 6, 2005 including vendor backup  
Bid Tabulation

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR FIRST AID SUPPLIES AND EQUIPMENT.

WHEREAS, the Town is in need of first aid supplies and equipment for the Fire Department;  
and

WHEREAS, the Town solicited sealed bids for such first aid supplies and equipment; and

WHEREAS, after review, the Town Council wishes to accept the lowest bid for each group of first aid supplies and equipment as identified in Attachment "A".

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the lowest bid for each group of first aid supplies and equipment as identified in Attachment "A".

SECTION 2. The Town Council hereby authorizes the expenditure from the Fire Department-First Aid Supplies and Equipment Account Number 001-0602-522-0407.

SECTION 3 The initial term is one (1) year with an option to extend the contract for one (1) additional year by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by Town Council.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

**ACCOUNT NUMBER      BUDGET ITEM & DESCRIPTION      APPROXIMATE COST**

001-0602-522-0407      First Aid Supplies & Equipment      120,000  
 FIRST AID SUPPLIES & EQUIP.

**METHOD OF PROCUREMENT (check the one that applies)**

- X  Open Competitive Bidding
- Piggyback on Contract Number \_\_\_\_\_
- Sole Source
- Request For Proposals

**SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED**

Signed [Signature]  
 Department Head

Have Funds been Reserved YES - NO P.O. SET UP BECAUSE AWARDED WILL BE TO MULTIPLE VENDORS

Date 10/7/05 Signed [Signature]

Signed [Signature]  
 Town Administrator

**BIDS SUBMITTED**

VENDOR	BIDS SUBMITTED	COST
MEDTRONICS	}	
MOORE MEDICAL		
LAERDAL		PER ATTACHED
ALLIANCE MEDICAL		BID TABULATION
QUAD MED		
RESCUE CONCEPTS		
SAW HEALTHCARE		
BOUND TREE MEDICAL		
TRI-ANIM		

Signed [Signature]  
 Procurement Manager

**BID SPECIFICATION COMMITTEE'S RECOMMENDATION**

Vendor	Cost
LOWEST BIDDER FOR EACH GROUP	PER ATTACHED BID TABULATION

**TOWN OF DAVIE**  
**FIRE RESCUE DEPARTMENT**

**MEMORANDUM**

**TO:** Herb Hyman, Procurement Manager  
**FROM:** J. Downey, Assistant Chief  
**SUBJECT:** First Aid Supplies and Equipment  
**DATE:** December 6, 2005

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I have reviewed the first aid supply bid paperwork and have the following comments/recommendations:

- Group A** - Award to Quad Med
- Group B** - On item #10 Bound Tree Medical misinterpreted quantities required. Calculated new total using unit price quoted by correct amount to get true total for group. Recommendation to award to Tri-Anim Health Services
- Group C** - Recommendation to re-bid group. After reviewing no companies bid on item #19 80cc syringe.
- Group D** - Award to Tri-Anim Health Services
- Group E** - Bound Tree Medical bid of item #40 does not meet specs, Tri-Anim Health Services is the next lowest that meets specs
- Group F** - Lowest bid Matrx Medical does not meet spec on item #48. Recommendation to award to Quad Med
- Group G** - No company bid on all items recommendation to rebid group
- Group H** - Award to Alliance
- Group I** - Award to Tri-Anim Health Services
- Group J** - On item #88 Moore Medical and Bound Tree misinterpreted quantities required. Calculated new total using unit price quoted by correct amount to get true total for group. Recommendation to award to lowest bid Tri-Anim Health Services.
- Group K** - Award to Bound Tree Medical
- Group L** - Award to Tri-Anim Health Services
- Group M** - Award to Bound Tree Medical
- Group N** - Recommendation to rebid group - Item #128 needs to be a non-substitute item for warranty purposes
- Group O** - Award to S & W Healthcare
- Group P** - Award to Alliance Medical
- Group Q** - Award to Bound Tree Medical

I concur with recommendations provided as above:

Fire Chief D. DiPetrillo

 12/7/05



December 6, 2005

Town of Davie  
Julie Downey, Chief  
6591 Orange Dr  
Davie, FL 33314-3348  
F 954-797-1095

**RE: B-05-115**

I Meredith Mack give Julie Downey the ok to change the item and grand total on page 14-J line 88 item 53554 – Suction Canister \$32.16 per box of 12 total for 500 boxes \$16,080 grand total for the page \$ 17,145.34  
Any question please call 800-234-1464 x5584

Thank you,

A handwritten signature in black ink that reads 'Meredith Mack'. The signature is written in a cursive, flowing style.

Meredith Mack  
Contract Administrator

# BoundTree

medical

Making Precious Minutes Count...™

December 7, 2005

Town of Davie  
Julie Downey, Chief  
6591 Orange Drive  
Davie, Florida 33314

Reference: Bid number B-05-115 for First Aid Supplies and Equipment

Dear Chief Downey,

Bound Tree Medical LLC submitted bid number B-05-115 for First Aid Supplies and Equipment on October 27. There were a few errors in calculation that need to be corrected. Below are the group and item numbers for calculation corrections.

Group B Item 10

24 gauge Item #353053 was \$2.40 should have been \$120.00 extended price \$1,200.00  
22 gauge Item #353050 was \$2.40 should have been \$120.00 extended price \$2,400.00  
20 gauge Item #353056 was \$2.40 should have been \$120.00 extended price \$3,600.00  
18 gauge Item #353055 was \$2.40 should have been \$120.00 extended price \$4,800.00  
16 gauge Item #353042 was \$2.40 should have been \$120.00 extended price \$2,400.00  
14 gauge Item #353048 was \$2.40 should have been \$120.00 extended price \$720.00  
Group total was \$762.46 should be \$15,580.06

Group E Item 40

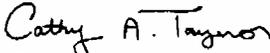
Incorrect item submitted for bid correct item should have been item 172160 at \$157.41.  
Group total \$4,586.95

Group J Item 88

Calculations incorrect was \$2.48 each should have read \$29.76 a box  
extended total \$14,880.00.  
Group total \$16,060.87

If you have any questions please give me a call at (800) 533-0523, my extension is 5036.  
Or you may email me at [ctaynor@boundtree.com](mailto:ctaynor@boundtree.com).

Sincerely,



Cathy A. Taynor  
Bid and Contract Manager

Cc: Linden P. Joseph, President  
Harry Larson, Regional Account Manager  
Chic Price, Account Manager



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