



# City of San Antonio

## Agenda Memorandum

**File Number:**

---

**Agenda Item Number:** 6

**Agenda Date:** December 5, 2024

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Annual Contract for Zoll Defibrillators X-Series 12 Lead Accessories for the San Antonio Fire Department

**SUMMARY:**

This ordinance authorizes contracts with B&E Medical Supply for an estimated annual amount of \$140,000; Medwheels Inc. for an estimated annual amount of \$190,000, and Life Assist Inc. for an estimated annual amount of \$440,000 to provide Zoll Defibrillator X-Series 12 Lead Accessories for the San Antonio Fire Department (SAFD) for a total estimated annual amount of \$770,000, and a total contract value of \$3,850,000, beginning January 1, 2025 to December 31, 2026, with the option of 3 one year renewals. Funding for these contracts is available from the FY 2025 General Fund Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

In June 2017, Council awarded a contract to the Medwheels Inc. through Ordinance 2017-06-22-0484 to provide ZOLL Defibrillator X-Series 12 lead accessories to the San Antonio Fire Department (SAFD), Emergency Medical Services Division (EMS) upon award through June 30, 2019, with 3, 1-year renewal options. Three contract extensions were authorized by Council for a total of 27 months. Ordinance 2022-09-08-0662, Amendment IV extended the term of the contract for six months through March 31, 2023. Ordinance 2023-03-23-0169, Amendment V extended the term of the contract nine months through December 31, 2023. Also, Ordinance 2023-11-02-0777, Amendment VI extended the term of the contract for 12 months and will expire December 31, 2024.

Zoll defibrillator accessories support the Zoll defibrillator units utilized by the SAFD, EMS Division, allowing the units to operate at full capacity which enables EMS responders with the ability to provide the best possible patient medical care.

The City issued a Request for Offer (RFO) for “Annual Contract for Zoll Defibrillator X-Series 12 Lead Accessories” (RFO 6100015684) on March 20, 2024, with a submission deadline of July 26, 2024. The RFO was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAePS), and a notification was made to a list of potential respondents.

Seven offers were received. Three offers were deemed non-responsive; two offers were deemed non-responsive by the Economic Development Department, Small Business Office for failing to meet the 15% Minority Women Business Enterprise (M/WBE) subcontracting goal, and one offer was deemed non-responsive for submitting exceptions to the City’s terms and conditions and also failed to meet the 15% M/WBE subcontracting goal.

The four responsive offers were evaluated based on the published specifications. Three contracts are recommended for award for the total of thirty-five (35) line items solicited, B&E Medical Supply is the low offeror for twenty-two (22) line items; Medwheels Inc. is the low offeror for three (3) line items, and Life Assist Inc., is the low offeror for ten (10) line items. B&E Medical Supply and Medwheels Inc. are Local and Small, Minority Women-Owned Business Enterprises and will provide an estimated annual total of 42.69% M/WBE participation.

This RFO for Annual Contract for Zoll Defibrillator X-Series 12 Lead Accessories was processed utilizing a public health or safety, sole brand exemption. Zoll defibrillator accessories are used during emergency medical responses by EMS responders and paramedics with SAFD. The listed acceptable sole brand accessories have been reviewed and approved by the EMS Administration and Office of the Medical Director and are compatible with the Zoll X-Series monitors.

The initial term of the agreement will be January 1, 2025 through December 31, 2026. Three (3) additional one (1)-year renewals at the City’s option will also be authorized by this ordinance.

#### **ISSUE:**

These contracts will provide the SAFD, EMS Division, with Zoll Defibrillator X-Series 12 Lead Accessories used in administering medical assistance to individuals and improve survival from

sudden cardiac arrest and other medical emergencies. The required accessories will be maintained and delivered to the City by the awarded vendors in a manner prescribed by the manufacturer.

Awarded vendors will deliver accessories to City within 10 calendar days after receipt of purchase order. SAFD requires the awarded vendors to maintain a 30 day supply/inventory for the Smart Capnoline Plus O2 Adult of 100 cases; Blood Pressure Cuff Adult of 75 cases; Patient Sensor Adult Rainbow for 20 each, and cardiopulmonary resuscitation (CPR) Stat Padz High Viscosity Polymer (HVP) Multi-function of 150 each.

A minimum of 90-days product guarantee or the manufacturer's standard commercial warranty, whichever is greater, will apply to all products and/or services, unless otherwise specified in the contracts. This warranty will provide for replacement of defective merchandise, parts, and labor, and shall include pick-up of the defective merchandise from City and delivery of the replacement(s) to the same location. The warranty will be effective from the date of acceptance of the merchandise, or completion of the service, as applicable.

These contracts will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. B&E Medical Supply and Medwheels Inc. are both small, minority, woman-owned firms that will be self-performing the 15% Minority and/or Woman-Owned Business Enterprise (M/WBE) subcontracting goal. LifeAssist Inc. provided good faith effort documentation to satisfy the subcontracting goal requirement, which was approved.

B&E Medical Supply - Items 8a, 13a –15a, 17a - 25a, 27a – 34a, and 35a: The recommended award for these items is to the lowest responsive bidder, who is also a local business; therefore, application of the Local Preference Program was not required.

B&E Medical Supply - Item 27a, 32a and 33a: This recommended award for these items is in accordance with the Local Preference Program and will result in an additional estimated annual cost to the City of \$1,072.18 annually. B&E Medical Supply, the recommended local bidder, submitted a bid of \$58,097.60 and is within 5% of Life Assist Inc, the lowest non-local bidder, who submitted a bid of \$57,025.42.

Life Assist Inc. - Items 1c, 2b, 5c, 6b, 9b, 10b, 11b, 12b, 16b and 26a: In accordance with the Local Preference Program, no local preference was applied since the local bidders are not within the applicable 3% or 5% of the recommended lowest non-local bidder.

Medwheels Inc. - Items 3b, 4b and 7b: The recommended award for these items is to the lowest responsive bidder, who is also a local business; therefore, application of the Local Preference Program was not required.

The Veteran-Owned Small Business Preference Program does not apply to goods and supplies contracts, so no preference was applied to these contracts.

## **ALTERNATIVES:**

Should these contracts not be approved, SAFD, EMS Division's ability to efficiently replenish defibrillator accessories as needed for the Zoll defibrillator monitors could be at risk and EMS responders' ability to provide the best possible patient medical care could be impacted. SAFD would be required to purchase supplies as requirements arise, which could increase lead time of required items and cost.

**FISCAL IMPACT:**

This ordinance authorizes contracts with B&E Medical Supply for an estimated annual amount of \$140,000; Medwheels Inc. for an estimated annual amount of \$190,000, and Life Assist Inc. for an estimated annual amount of \$440,000 to provide Zoll Defibrillator, X-Series 12 Lead Accessories for San Antonio Fire Department for a total estimated annual amount of \$770,000, and a total contract value of \$3,850,000, beginning January 1, 2025 to December 31, 2026, with the option of 3 one year renewals. Funding for these contracts is available from the FY 2025 Department's General Fund Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the departments' adopted budget approved by City Council. Services are dependent upon available funds within adopted budget.

**RECOMMENDATION:**

Staff recommends approval of this ordinance.

These contracts were procured by means of a Public Health or Safety, Sole Brand exemption and a Contracts Disclosure Form is not required.