

## STAFF REPORT

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**Date:** October 25, 2023

**To:** Mayor and City Council

**Thru:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Authorization to join the City of Henderson Contract #23614 to purchase Emergency Medical Supplies and Equipment from Boundtree Medical for the Reno Fire Department pursuant to NRS 332.195 (Joinder) in an amount not to exceed \$150,000. (General Fund)

**From:** Aaron Wike, Administrative Services Manager

**Department:** Fire Department

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**Summary:**

This item is a request to joinder on the City of Henderson Contract #23614 for the purchase of emergency medical supplies and equipment from Boundtree Medical. This authorization will allow staff to purchase medical supplies and equipment in an efficient manner, in compliance with the City Purchasing Policy and in accordance with the joinder provisions under Nevada Revised Statutes (NRS) 332.195. The preferred vendor, Boundtree Medical, offers the City the best value for EMS supply and inventory management support, meeting the Council's goals of financial sustainability, and public safety. Staff recommends approval to utilize the City of Henderson contract available with joinder provisions for fiscal year 2024 (July 1, 2023 - June 30, 2024) in an amount not to exceed \$150,000 over the course of the contract.

**Alignment with Strategic Plan:**

Fiscal Sustainability

Public Safety

**Previous Council Action:**

December 8, 2021 - Council previously authorized staff to joinder on the City Henderson Contract #23614 to purchase Emergency Medical Supplies.

**Discussion:**

With emergency medical responses accounting for more than 65 percent of the Reno Fire Department calls for service in our community, the department requires a variety of medical supplies and personal protective equipment to be in stock and readily available on our apparatus.

Staff has identified a contract between the City of Henderson and Boundtree Medical to join for the purchase of emergency medical supplies and equipment. Authorization to proceed with the joinder agreement ensures that the City of Reno Fire Department will receive the best possible pricing for medical supplies and equipment for fiscal year 2024. Boundtree Medical has provided the City of Reno Fire Department a letter extending the pricing awarded in the City of Henderson Contract #23614 through June 30, 2024.

**Financial Implications:**

Funding for emergency medical supplies and equipment is allocated and approved in the Fire Department operating budget.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council authorize the use of City of Henderson contract #23614 for the purchase of emergency medical equipment and supplies from Boundtree Medical, utilizing the joinder provision as allowed under NRS 332.195, and authorize the Fire Chief to execute any required documents.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**

Piggyback Agreement Adoption Reno

Bound Tree – Amendment 2 Draft 6-13-23