

Council Meeting of  
May 13, 2008

Honorable Mayor and Members  
of the Torrance City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: Fire Department - Authorize a change order to a purchase order to furnish paramedic supplies on an "as requested" basis. Expenditure: Not to exceed \$10,000. (Includes sales tax.)**

**Ref: City of Arcadia Price Agreement #PA05-002**

**RECOMMENDATION**

Recommendation of the Fire Chief that City Council authorize a change order to the existing purchase order with Bound Tree Medical, LLC in an amount not to exceed \$10,000 to furnish paramedic supplies on an "as requested" basis for a period of one (1) year. This change order will increase the total purchase order amount to \$77,000.

**Funding**

Funding is available in the Emergency Medical Services Enterprise Fund Budget for fiscal year 2007-08.

**BACKGROUND/ ANALYSIS**

Since the inception of the Paramedic Program in Los Angeles County, fire department paramedic units restocked their medical and pharmaceutical supplies from the various base station hospitals at no expense to the fire departments providing these services. Effective January 1, 1998, Fire Departments were no longer allowed to restock supplies from local hospitals. Since that time, the Torrance Fire Department has developed its own medical and pharmaceutical re-supply system.

This purchase order secures the paramedic supplies needed for the provision of the Emergency Medical Services (EMS) in fiscal year 2007-08. It was approved by Council on June 5, 2007, as a cooperative purchase with the City of Arcadia, and expires on June 30, 2008.

The requested change order will add \$10,000 to the existing purchase order and will allow the Department to pay outstanding invoices in the amount of \$7,730 as well

as to purchase needed paramedic supplies through the end of the fiscal year. The outstanding invoices are a result of personnel rotation on this assignment and inexperience of the new person assuming the ordering of EMS supplies. More training was provided to him to ensure that this would not happen again.

Respectfully submitted,

RICHARD V. BONGARD  
Fire Chief

  
By Neli Mileva  
Administrative Analyst

CONCUR:

  
Richard V. Bongard  
Fire Chief

  
LeRoy J. Jackson  
City Manager