

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

PREVIOUS CONTRACT FB-00895	<input checked="" type="checkbox"/> Supplemental Agreement	OPTION TO RENEW	CO	SOLE SOURCE
NEW REQ/CONTRACT NO. FB-00895	BID WAIVER	EMERGENCY	RE-BID	ACCESS OTHER ENTITY
CONTRACT TITLE: Medical Supplies & Related Services	ESTIMATED VALUE: \$3,000,000	TERM: 9/1/19 – 8/31/24	LIVING WAGE APPLIES: ___ YES <input checked="" type="checkbox"/> NO	
DESCRIPTION: Advertising 2 new groups to supplement the existing contract; various medical supplies.				
USER DEPARTMENT: FR, ME, CAHSD, DTPW, PHCD, PROS			FUNDING SOURCE: General, Proprietary, and Federal	
ISSUING DEPT: INTERNAL SERVICES / PROCUREMENT MGT.			CONTACT: DEBRA BUTLER CONTRACTING OFFICER	PHONE: 305-375-5663

ANALYSIS

COMMODITY / SERVICE NO.: 975-38			
TRADE / COMMODITY / SERVICE OPPORTUNITIES			
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p align="center">Contract/Project History of Previous Purchases, Previous 3 – 5 Years</p> <p align="center">Check here ___ if this is a New Contract/Purchase with no Previous History</p> </div>			
	EXISTING	2 ND YEAR	3 RD YEAR
Current Contractor:	Various		
Small Business Enterprise:			
Contract Value:	\$ 1,953,663		
Comments:			
Continued on another page (s): ___ Yes ___ No			

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: *Debra Butler*

Date to SBD: **03/01/2021**

Date Returned to DPM:

SECTION 2 - SPECIAL TERMS AND CONDITIONS**2.1 PURPOSE:**

This solicitation will establish additional groups and categories to supplement existing contract, FB-00895 Medical Supplies and Related Items, pursuant to Section 1.5(A) of the General Terms and Conditions.

- Group 3 Federally Funded Purchases (Categories A – G)
- Group 4 Non-Federally Funded Purchases (Categories A – Z)

2.2 CONTRACT TERM

The term of this supplement shall run parallel with contract FB-00895 and any future extensions thereof.

2.3 METHOD OF AWARD

- **Group 3 Federally Funded Purchases (Categories A – G)**
Unless otherwise noted on Appendix A, Group 3 will be awarded by category, to the lowest priced responsive and responsible Bidder who submits an offer on all items listed within the category. Bidders may bid on one or all categories.
- **Group 4 Non-Federally Funded Purchases (Categories A – Z)**
Unless otherwise noted on Appendix A, Group 4 will be awarded by category, to the lowest priced responsive and responsible Bidder who submits an offer on all items listed within the category. Bidders may bid on one or all categories.

2.3.1 Qualifications for Groups 3 and 4:

- Bidders shall be regularly engaged in the business of providing the goods or services described in this solicitation. Therefore, Bidder shall provide one (1) reference letter with their submittal. The reference letter shall be from customers that have received the same or similar medical supplies or services from the Bidder within the past three (3) years. The reference letter should be on the customer's company letterhead, and should include at a minimum the company name, address, contact name, title, e-mail address, telephone number, and length of service to verify that the Bidder has successfully provided the services described herein. The County, may request additional information in order to assess the Bidder's responsibility.
- Bidders shall submit their pricing on Appendix A, which is attached.

The County may, at its sole discretion and in its best interest, allow the Bidders to complete, supplement, or supply required documents during the bid evaluation period.

2.4 PRICES

The pricing terms of this supplement shall run parallel with contract FB-00895 and any future extensions thereof.

Commented [BP(1)]: Should it be on the reference's letterhead? If so, then add to Section 4 information for 2.3.1 as well.

Commented [BD(2R1)]: Done.

SECTION 3 – TECHNICAL SPECIFICATIONS**3.0 SCOPE OF WORK**

To establish two (2) additional groups with multiple categories to supplement existing contract, FB-00895 Medical Supplies and Related Items. Categories are identified below, please see Appendix A for detailed descriptions of each item and estimated quantities.

• Group 3 Federally Funded Purchases (Categories A – G)

1. Category A – Miscellaneous
2. Category B – First Aid Kits
3. Category C – Bandages, Gauze Dressings
4. Category D – Welch Allyn
5. Category E – Personal Protection Equipment
6. Category F – Mouthpieces
7. Category G – Surgical Gowns and Equipment

Commented [BD(3)]: Formerly Categories 51 - 60**• Group 4 Non-Federally Funded Purchases (Categories A – Z)**

1. Category A – Oxygen/Regulators
2. Category B – Stethoscopes
3. Category C – Syringes and Needles
4. Category D – Intravenous Administration Sets
5. Category E – Stifneck Cervical Collars
6. Category F – Pet Masks
7. Category G – Otter Box
8. Category H – Pelican Cases
9. Category I – Pelican Custom Lid Inserts
10. Category J – Personal Protection Equipment
11. Category K – Miscellaneous Supplies
12. Category L – Miscellaneous Hardware
13. Category M – Miscellaneous Disposables
14. Category N – Bandages/Dressings
15. Category O – Gauzes/Dressings
16. Category P – Thermometers
17. Category Q – Infection Control Blood Collection Units
18. Category R – Stretchers
19. Category S – Surgical Gowns and Equipment
20. Category T – Mouthpieces
21. Category U – Tuberculin Intradermal Test Solution
22. Category V – Disposable Acupuncture Needles
23. Category W – First Aid Kits
24. Category X – Sunscreen Protection Products
25. Category Y – Video Laryngoscopes
26. Category Z – Miscellaneous Units

Commented [BD(4)]: Formerly Categories 1 - 50**Commented [BP(5)]:** Is this the correct name or should it just be "Cervical Collars"?**Commented [BD(6R5)]:** Stifneck is the specific brand requested.**Formatted:** Highlight

SECTION 4 – BID SUBMITTAL FORM

Bidder Company Name: _____ FEIN: _____

	Qualification	Check if Submitted
Reference Section 2.3.1	Bidders shall be regularly engaged in the business of providing the goods or services described in this solicitation. Therefore, Bidder shall provide one (1) reference letter with their submittal. The reference letter shall be from customers that have received the same or similar medical supplies or services from the Bidder within the past three (3) years. The reference letter should be on the customer's company letterhead, and should include at a minimum the company name, address, contact name, title, e-mail address, telephone number, and length of service to verify that the Bidder has successfully provided the services described herein. The County, may request additional information in order to assess the Bidder's responsibility.	<input type="checkbox"/>
	Bidders shall submit their pricing on Appendix A, which is attached.	<input type="checkbox"/>