



Office of the City Manager

CONSENT CALENDAR
July 28, 2026

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: David Sprague, Fire Chief
 Subject: Purchase Orders: Bound Tree Medical for Emergency Medical Supplies and Equipment

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to utilize BuyBoard Contract No. 804-26 and issue purchase orders to Bound Tree Medical, LLC for emergency medical supplies and equipment from August 1, 2026 through May 31, 2027, in an amount not to exceed \$25,000, with the option to continue utilizing authorized contract renewals or successor cooperative purchasing agreements for two additional two-year periods, in an amount not to exceed \$110,000 in total.

FISCAL IMPACTS OF RECOMMENDATION

The financial impact is projected to be approximately \$25,000 during the base term and approximately \$110,000 during the extension periods.

Funding is available through Fire Department operating budgets, including the General Fund, Measure M (Paramedic Tax), Measure GG, Measure FF, ambulance revenue, and other legally available funding sources.

CURRENT SITUATION AND ITS EFFECTS

The Berkeley Fire Department responds to approximately 11,000 medical incidents annually and provides advanced life support treatment and transportation services throughout the City. Emergency medical supplies and equipment are required to provide treatment and care for sick and injured patients during emergency medical responses.

This item advances the Strategic Plan goal to create a resilient, safe, connected, and prepared city.

The Department maintains inventories of pharmaceuticals, intravenous supplies, airway equipment, cardiac care supplies, trauma supplies, diagnostic equipment, infection-control products, disposable medical supplies, and related emergency medical equipment necessary to support uninterrupted emergency medical operations.

The proposed authorization will provide a reliable source of emergency medical supplies and equipment at competitively solicited pricing while reducing administrative costs associated with conducting a separate City procurement process.

BACKGROUND

The Berkeley Fire Department purchases emergency medical supplies and equipment for the purpose of treating and caring for patients during emergency medical incidents. The Department has historically utilized Bound Tree Medical as a supplier of emergency medical supplies and equipment and previously obtained City Council authorization for purchase orders with Bound Tree Medical for these products.

The Local Government Purchasing Cooperative (BuyBoard), acting through the National Purchasing Cooperative, issued Proposal Invitation No. 804-26 for First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment on November 18, 2025. The solicitation closed on January 29, 2026. Bound Tree Medical submitted a responsive proposal and was subsequently awarded BuyBoard Contract No. 804-26. The contract became effective June 1, 2026 and continues through May 31, 2027, with two possible one-year renewals. [Insert additional solicitation history if desired.]

Bound Tree Medical was awarded categories that include emergency medical equipment and supplies, pharmaceuticals and vaccines, intravenous pharmaceutical supplies, first aid products, bleeding control products, and related emergency medical products. The awarded pricing generally provides a 28 percent discount from Bound Tree Medical's published price list, subject to specified exclusions and reduced discounts for certain manufacturers and product categories.

Bound Tree Medical maintains nationwide distribution capabilities, including a California distribution center in Visalia, California, and provides emergency medical supplies, pharmaceuticals, inventory management services, disaster support services, and related EMS products to public safety agencies throughout the United States.

The City's Purchasing Division has reviewed the cooperative purchasing process and determined that BuyBoard Contract No. 804-26 satisfies applicable competitive procurement requirements and may be utilized by the City for the issuance of purchase orders.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental sustainability or climate impacts associated with the purchase of emergency medical supplies and equipment under this authorization.

RATIONALE FOR RECOMMENDATION

Emergency medical supplies and equipment are necessary to provide advanced life support services and emergency medical care to the Berkeley community.

Utilizing the competitively procured BuyBoard cooperative purchasing agreement allows the City to leverage national purchasing power, obtain favorable pricing, reduce procurement costs, avoid duplicative procurement efforts, and ensure continuity of emergency medical operations.

ALTERNATIVE ACTIONS CONSIDERED

Conduct an independent City procurement process.

This option would require substantial staff time and resources and is unlikely to result in pricing more favorable than that available through the competitively solicited BuyBoard cooperative purchasing agreement.

CONTACT PERSON

David Sprague, Fire Chief, (510) 981-3473

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

PURCHASE ORDERS: BOUND TREE MEDICAL FOR EMERGENCY MEDICAL
SUPPLIES AND EQUIPMENT

WHEREAS, the Berkeley Fire Department requires emergency medical supplies and equipment to provide advanced life support treatment and emergency medical care to patients during emergency responses; and

WHEREAS, emergency medical supplies and equipment include pharmaceuticals, intravenous supplies, airway equipment, cardiac care supplies, trauma supplies, infection-control materials, diagnostic equipment, disposable medical products, and related emergency medical equipment; and

WHEREAS, the Berkeley Fire Department responds to approximately 11,000 medical incidents annually and requires a reliable source of emergency medical supplies and equipment to maintain uninterrupted emergency medical service delivery; and

WHEREAS, BuyBoard issued Proposal Invitation No. 804-26 for First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment on November 18, 2025; and

WHEREAS, proposals were received through January 29, 2026 and evaluated through a competitive procurement process; and

WHEREAS, Bound Tree Medical, LLC was awarded BuyBoard Contract No. 804-26 effective June 1, 2026 through May 31, 2027, with two possible one-year renewals; and

WHEREAS, BuyBoard Contract No. 804-26 provides competitively solicited pricing for emergency medical equipment and supplies, pharmaceuticals, intravenous pharmaceutical supplies, first aid products, bleeding control products, and related emergency medical products; and

WHEREAS, the City's Purchasing Division has determined that the cooperative purchasing process satisfies applicable City procurement requirements and may be utilized by the City for the issuance of purchase orders; and

WHEREAS, utilization of the BuyBoard cooperative purchasing agreement will ensure continuity of emergency medical operations while reducing procurement costs and administrative burden.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to utilize BuyBoard Contract No. 804-26 and issue purchase orders to Bound Tree Medical, LLC for emergency medical supplies and equipment from August 1, 2026 through May 31, 2027, in an amount not to exceed \$25,000.

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BE IT FURTHER RESOLVED that the City Manager is authorized to utilize any authorized renewals of BuyBoard Contract No. 804-26, successor cooperative purchasing agreements, and administrative amendments necessary to facilitate the continued purchase of emergency medical supplies and equipment for two additional two-year periods, in an amount not to exceed \$110,000 in total, subject to the availability of appropriated funds and compliance with applicable City purchasing requirements.

