



To: Mayor Dodgen and Council Members
Steve Parker, City Manager

From: Dale Skinner, Fire Chief

Date: October 2, 2023

Re: Medical Supply Purchase Order

The City's 2025 Budget provides \$150,500 for the purchase of various medical supplies from a variety of suppliers to support EMS operations.

Bound Tree Medical is a nationwide company that has provided medical supplies to the City of Seguin and has had a BuyBoard contract for a number of years. Based on previous years' expenses, EMS expects to purchase approximately \$110,000 from Bound Tree Medical during the 2025 fiscal year and desires to open a blanket purchase order in this amount for use throughout the year.

As council is aware, BuyBoard is the website for the Local Government Purchasing Cooperative administered by the Texas Association of School Boards in Austin. Purchases utilizing the BuyBoard contract are in compliance with state bidding requirements and allow local governments the benefit of volume discount pricing and an expedited procurement process.

Staff is available to answer any questions you have regarding this matter. Staff recommends approval.

A handwritten signature in black ink, appearing to read "D. Skinner", written over a light blue horizontal line.

Dale Skinner
Fire Chief