



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

From: Garrick Herbert, Assistant Fire Chief

Date: September 9, 2025

Re: Approval of Purchase Order for FY 26 with Boundtree Medical

Historical Background

The fire department provides EMS services to the citizens of Seguin and the surrounding contracted area. Medical supplies to provide this service are purchased primarily from Boundtree Medical.

Action Requested

Authorize an purchase order to be issued on October 1, 2025, in the amount of \$125,000 for the purchase of EMS supplies.

Procurement Methodology & Funding Source

Purchases will be made utilizing the Buyboard cooperative purchasing agreement #704-23. 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.

Funding for this project has been secured through the Fire Department general fund budget.

Staff Recommendation

Staff recommends authorization to issue a purchase order on October 1, 2025, in the amount of \$125,000.

Attachment(s)

None

Respectfully,


Garrick T. Herbert, Assistant Fire Chief