

HABERSHAM COUNTY BOARD OF COMMISSION
EXECUTIVE SUMMARY

SUBJECT: Habersham County Emergency Services Medical Supplies

DATE: May 6th, 2024

RECOMMENDATION

POLICY DISCUSSION

BUDGET INFORMATION:

STATUS REPORT

ANNUAL-

OTHER

CAPITAL-

COMMISSION ACTION REQUESTED ON: May 20th, 2024

PURPOSE: Recommend utilizing the following three vendors for Medical Supplies; Henry Schein, Inc, Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC for the Habersham County Emergency Services Department.

BACKGROUND / HISTORY: Habersham County sought Request for Proposals for medical supply vendors. Ten RFPs were submitted but one was turned in after the deadline and was not considered. The three lowest bidders that met the required specifications were from Henry Schein, Inc, Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC. It is recommended that we maintain three approved suppliers in order to have medical supplies available and in stock when needed.

FACTS AND ISSUES:

- a. Henry Schein, Inc., Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC provided the three lowest bids that met the required specifications.
- b. It is recommended that we maintain three approved suppliers in order to have medical supplies available and in stock when needed.

OPTIONS:

- 1) Approve contracting for Medical Supplies with Henry Schein, Inc, Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC.
 - 2) Deny contracting for Medical Supplies with Henry Schein, Inc, Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC.
 - 3) Commission defined alternative.
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RECOMMENDED SAMPLE MOTION: Move to approve contracting for Medical Supplies with Henry Schein, Inc, Nashville Medical & EMS Products, Inc., and Bound Tree Medical, LLC.

DEPARTMENT:

Prepared by:

Director _____

**ADMINISTRATIVE
COMMENTS:** _____

_____ **DATE:** _____

County Manager



HABERSHAM COUNTY

BOARD OF COMMISSIONERS

May 16th, 2024

Bound Tree
5000 Tuttle Crossing Blvd.
Dublin, OH
Attn: Jim Luck; Dwight Lowry

Ref: **RFP#2024-17 Medical Supplies**

Notice of Award

Dear Mr. Luck and Mr. Lowry

I am pleased to inform you that the Habersham County Board of Commissioners has awarded the above-named contract to your firm as the sole recipient. This letter will serve as a **Notice of Award** only.

You are requested to furnish Habersham County the following listed documents within **fifteen (15) days** as required by the terms and conditions of the bid:

1. Executed Contract Documents (Attached)
2. Updated Certificate of Liability Insurance

Please print two copies of the attached contract and return them in their original form, signed, and notarized as duplicate originals. Please do not fax the documents back. The County will then execute both documents and return one original to you.

A **Notice to Proceed** will be issued after receiving the above-named documents. This contract will become effective upon execution of documents.

Sincerely,

Tim Sims
Chief Financial Officer
&
Kiani Holden
Financial Administrator

Medical Supplies

This agreement made and entered into this the _____ day of _____, 2024, by and between the Board of Commissioners of Habersham County, Georgia (Hereinafter referred to as "County") and **Medical Supplies** hereafter referred to as "Contractor").

Witnesseth:

Whereas the County intends to contract to provide for Lawncare Service - RFP #2024-17, herein referred to as the "Project" and has entered into an agreement for the necessary services provided by the project and whereas, the Contractor desires to perform the project and for the contract costs as detailed.

Habersham County's RFP #2024-17 issued on February 14th, 2024, the Bidder's response (All originals are on file in the Habersham County Purchasing Department, 130 Jacob's Way Clarkesville, GA 30523), and this contract are all incorporated into and made a part of this agreement by reference.

Attachments: All terms and conditions; Contractor's Bid response; Contractors cost data

If any paragraph, sub-paragraph, sentence, clause, phrase or any portion of this agreement shall be declared invalid or unconstitutional by any Court of competent jurisdiction or if the provisions of any part of this agreement as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be constructed to affect the portions of this agreement not so held to be invalid or the application of this agreement to other circumstances not so held to be invalid. It is hereby declared to be the intent of the parties to this agreement to provide for separate and divisible parts, and to hereby adopt any and all parts hereof as may not be held invalid for any reason.

In witness whereof, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

Subscribed and sworn to in our presence this _____ day of _____, 2024

Notary Comm. Exp.

Habersham County, Georgia
By: _____
Ty Akins
Chairman, Board of Commissioners

Subscribed and sworn to in our presence this _____ day of _____, 2024

Notary Comm. Exp

Contractor
By: _____
Title



HABERSHAM COUNTY

BOARD OF COMMISSIONERS

May 16th, 2024

Nashville Medical & EMS Products, INC.
P.O. Box 64
Springfield, TN 37172
Attn: Nari Sadarangani

Ref: **RFP#2024-17 Medical Supplies**

Notice of Award

Dear Nari Sadarangani,

I am pleased to inform you that the Habersham County Board of Commissioners has awarded the above-named contract to your firm as the sole recipient. This letter will serve as a **Notice of Award** only.

You are requested to furnish Habersham County the following listed documents within **fifteen (15) days** as required by the terms and conditions of the bid:

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Sincerely,

Tim Sims
Chief Financial Officer
&
Kiani Holden
Financial Administrator

Medical Supplies

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Notary Comm. Exp.

Habersham County, Georgia
By: _____
Ty Akins
Chairman, Board of Commissioners

Subscribed and sworn to in our presence this _____ day of _____, 2024

Notary Comm. Exp

Contractor
By: _____
Title



HABERSHAM COUNTY

BOARD OF COMMISSIONERS

May 16th, 2024

Henry Schein
135 Duryea Road
Melville, NY 11747
Attn: Julia Strange

Ref: **RFP#2024-17 Medical Supplies**

Notice of Award

Dear Ms. Strange

I am pleased to inform you that the Habersham County Board of Commissioners has awarded the above-named contract to your firm as the sole recipient. This letter will serve as a **Notice of Award** only.

You are requested to furnish Habersham County the following listed documents within **fifteen (15) days** as required by the terms and conditions of the bid:

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Sincerely,

Tim Sims
Chief Financial Officer
&
Kiani Holden
Financial Administrator

Medical Supplies

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Subscribed and sworn to in our presence this _____ day of _____, 2024

Notary Comm. Exp.

Habersham County, Georgia
By: _____
Ty Akins
Chairman, Board of Commissioners

Subscribed and sworn to in our presence this _____ day of _____, 2024

Notary Comm. Exp

Contractor
By: _____
Title

HABERSHAM COUNTY FINANCE DEPARTMENT
130 JACOB'S WAY • SUITE 302 • CLARKESVILLE, GA • 30523
PHONE: 706.839.0200