



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Scott P. Johnson

**SUBJECT:** SEE BELOW

**DATE:** October 29, 2007

Approved

Date

10/30/07

**SUBJECT: TECHNICAL SERVICE SUPPORT AGREEMENT WITH MEDTRONIC PHYSIO-CONTROL INC., FOR DEFIBRILLATORS**

## RECOMMENDATION

Adoption of a resolution authorizing the Director of Finance to execute an agreement with Medtronic Incorporated for the maintenance and support of existing Lifepak 12 and Lifepak 500 Cardiac Monitors (defibrillators) for a five (5) year term, payable \$68,015.00 annually for the five-year duration of this agreement, for a total of \$340,075.00, subject to annual appropriations.

## OUTCOME

To provide proper service and maintenance for defibrillators citywide to ensure functioning during emergencies.

## BACKGROUND

The Fire Department uses the Medtronic Physio-Control LifePak Cardiac Monitors as part of the emergency medical Advanced Life Support services administered by the paramedic unit. The technical services consist of providing preventive and remedial maintenance, repair and on-site inspection of existing Lifepak 12 and Lifepak 500 units with related battery support systems.

The continuous maintenance and support of the Medtronic Lifepak cardiac monitors and battery support systems are required to enable the Fire Department to carry out their mission of responding to medical emergencies and saving lives. Each Fire Station has a LifePak 12 defibrillator on their engine or truck and a battery support system. The defibrillator units are used on citizens in cardiac arrest to shock patients into a viable heart rhythm, until they can receive further medical attention at a hospital.

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### ANALYSIS

FDA regulations require annual inspection and maintenance of defibrillator units. Because Medtronic is the original equipment manufacturer (OEM) and does not license maintenance, service or support for its equipment through second party providers, there is no possibility for a competitive procurement of this service. Therefore, the proposed contract meets the criteria entering into a no-bid contract as a Unique Service under Municipal Code Section 4.12.235.

### EVALUATION AND FOLLOW-UP

This memorandum will not require any further follow-up from staff.

### POLICY ALTERNATIVES

Not Applicable.

### PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This item does not meet Criterion 1. Nevertheless, the memorandum will be posted on the City's website for the November 20, 2007 Council meeting.

### FISCAL/POLICY ALIGNMENT

This Council item is consistent with Council approved Budget Strategy Memo General Principle #2, "We must focus on protecting our vital core City services."

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**COST SUMMARY/IMPLICATIONS**

The Fire Department currently has \$7.2 million allocated in its 2007-2008 Non-Personal/ Equipment Appropriation. In the development of the 2007-2008 budget, information on updated maintenance costs for defibrillators was not available. The current allocation in the Fire Department's line item budget for annual maintenance of defibrillators is \$66,645 (based on 2006-2007 costs). This recommended agreement will increase maintenance costs by \$1,370 (2% from 2006-2007 to 2007-2008) but will remain at \$68,015 annually for five years for the current number of defibrillators. To increase the line item allocation for the maintenance agreement, the Department will reallocate \$1,370 in general office supplies for 2007-2008 toward maintenance of defibrillators.

**COORDINATION**

This memorandum has been coordinated with the Fire Department, City Attorney's Office, and the City Manager's Budget Office.

**BUDGET REFERENCE**

The table below identifies the fund and appropriations proposed to fund the contract(s) recommended as part of this memo and remaining project costs, including project delivery, construction, and contingency costs.

Fund #	Appn #	Appn. Name	RC#	Total Appn	Amt. for Contract	Adopted Budget (Page)	Last Budget Action (Date, Ord. No.)
001	0542	NP/Equip Fire	54 710000-4052	7,221,930	\$340,075.00	VIII-56	6/19/07

**CEQA**

Not a Project.

  
SCOTT P. JOHNSON  
Director, Finance

For questions please contact Walter C. Rossmann, Chief Purchasing Officer, at (408) 535-7051.

