



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: June 3, 2025

DATE: May 8, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Joe Kammann, Division Chief
Phone: (775) 326-6009 Email: jkammann@tmfpd.us

THROUGH: Dale Way, Interim Fire Chief
Phone: (775) 326-6000 Email: dway@tmfpd.us

SUBJECT: Recommendation to approve the issuance of a Purchase Order to Life Assist (Publicly Solicited Contract #PS20180) utilizing the NPPGOV Cooperative Purchasing Program in an amount not to exceed \$175,000 for fiscal year 2025-2026 to allow for the purchase of medical supplies. (All Commission Districts)
FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve the issuance of a Purchase Order to Life Assist (Publicly Solicited Contract #PS20180) utilizing the NPPGOV Cooperative Purchasing Program in an amount not to exceed \$175,000 for fiscal year 2025-2026 (FY25/26) to allow for the purchase of medical supplies.

PREVIOUS ACTION

July 11, 2023, The Board of Fire Commissioners approved the purchase of emergency medical supplies from Life Assist (Publicly Solicited Contract #PS20180) utilizing Cooperative Purchasing Program NPPGOV in an amount not to exceed \$125,000.

February 4, 2025, the Board of Fire Commissioners approved a change order to increase Purchase Order #65000005900 issued to Life Assist (Publicly Solicited Contract #PS20180) utilizing Purchasing Program NPPGOV in an amount not to exceed \$175,000 to allow for the continuing purchase of medical supplies.

BACKGROUND

TMFPD runs three full-time ambulances, and medical supplies typically run the District between \$12,000-\$15,000 per month, which also includes the medical supplies for the engines. The engines and the ambulances hold a par-level of supplies, and the stations hold the reserves. The ambulance stations hold more reserves of medical supplies than the engine-only stations. The

District headquarters also holds a cache of supplies in case an event happens and the units run out of supplies.

TMFPD has researched the best way to obtain EMS supplies quickly and cost-efficiently. By utilizing the NPPGOV Cooperative Purchasing Program, the District can ensure they are getting the best prices without the delay of opening a formal bidding process. The prices for these supplies will be in accordance with their contract (PS20180) through NPPGOV.

Life Assist is one of the nation's largest distributors of emergency medical supplies, equipment, and EMS pharmaceuticals and has the ability to quickly respond to the changing needs of EMS services.

FISCAL IMPACT

The District has included adequate funds in the FY25/26 Emergency Medical Services Proprietary fund budget for medical supplies to issue a purchase order for \$175,000 to Life Assist.

RECOMMENDATION

Staff recommend that the Board approve the issuance of a Purchase Order to Life Assist (Publicly Solicited Contract #PS20180) utilizing the NPPGOV Cooperative Purchasing Program in an amount not to exceed \$175,000 for FY25/26 to allow for the purchase of medical supplies.

POSSIBLE MOTION

If the Board agrees with Staff's recommendation, a possible motion can be:

"I move to approve the issuance of a Purchase Order to Life Assist (Publicly Solicited Contract #PS20180) utilizing the NPPGOV Cooperative Purchasing Program in an amount not to exceed \$175,000 for fiscal year 2025-2026 to allow for the purchase of medical supplies."