



MEMORANDUM

Cardiac Monitor Bid Evaluation Committee Meeting Minutes—Tuesday January 28, 2014 Fire Station 36

Present:

Committee Chairperson: Battalion Chief Norton

Committee Members:, Deputy Fire Chief Sorensen, FF/PM Bill Smaha, FF/PM John Piltaver

Meeting called to order at 0900 hours by Battalion Chief Norton.

Battalion Chief Norton supplied a check sheet for use in evaluating the compliance of each bidder. Philips and Zoll bids were evaluated for compliance, while the Physio-Control bid was not evaluated due to the difficulty in assessing their compliance from the documents provided.

A list of questions for clarification of the bids submitted was generated for each item in the evaluation check sheet where the bidder was determined to have not complied with the requirement, or stated an exception to the requirement. It was determined the questions would be submitted to each bidder with the requirement that the responses be returned within 10 days of receipt.

Committee members discussed the required supply list to base the final bid pricing on and decided on the following list:

- A total of 18 batteries. 2 in each monitor, plus 4 in a charging station at each Fire Station.
- A 4 bay charging station at each Fire Station.
- 7 sets of 12-lead cables.
- 7 sets of main EKG cables.
- 5 sets of defibrillation cables.
- 5 sets of SpO²/SpCO cables.
- 7 adult SpO²/SpCO sensors.



Our Mission IS TO LIMIT THE LOSS OF LIFE AND PROPERTY THROUGH PLANNING, PREVENTION AND RESPONSE.

- 6 pediatric SpO²/SpCO sensors.
- 5 sets of – 3 adult size blood pressure cuffs and 1 pediatric blood pressure cuff.
- 5 cables/hose for blood pressure cuffs.
- 1 box each of – capnography filter lines for intubated, adult non-intubated, and pediatric non-intubated patients.
- 10 adult and 5 pediatric sets of multifunction (defibrillation) pads.
- 5 adapters to enable using Zoll defibrillation pads with non-Zoll monitors – ALGH EMSS supplies only Zoll defibrillation pads. Without an adapter, we would need to purchase a continuing supply of the other bidders defibrillation pads to continue to provide service.
- 5 in-vehicle mounts for the monitors.
- 5 carrying cases with pouches for cables and accessories.
- 20 additional rolls of printer paper.

Battalion Chief Norton stated he would go through the bid pricing and create a spreadsheet to calculate the final bid pricing.

Meeting adjourned at 1130 hours.

Minutes recorded and submitted by Battalion Chief Norton

Norton, Timothy

From: Norton, Timothy
Sent: Friday, January 31, 2014 12:41 PM
To: Carlascio, Daniel [REDACTED]
Subject: Clarification of bid

Dan,

In order to complete the evaluation of the bids received for Cardiac Monitor/Defibrillators, we have the following questions:

1. Section 2.3A establishes the requirement for the pricing to be presented in Excel format. The pricing we found in your bid package was in PDF format. Did you supply the pricing in Excel format?
2. Section 2.5T establishes the requirement of a certified or cashier's check to be included with the bid as security. We did not find a certified, nor a cashier's check in your bid package. Was one included?
3. Section 4.2 #5 establishes the requirement for the unit to meet IEC 68-2-7 standard for withstanding shock. Are you asserting that your product meets the requirement of IEC 68-2-7 for withstanding shock?
4. Section 4.2 #7 establishes the requirement for the unit to meet MIL-STD 810G for vibration. Are you asserting that your product meets the requirement of MIL-STD 810G for vibration?
5. Section 4.3Ab establishes the requirement of a protective carrying case with a minimum of dual storage pockets for all cables be included. Does your bid include a protective carrying case with a minimum of dual storage pockets for all cables? If not, what is the cost?
6. Section 4.3Cd establishes the requirement for cables and sensors for the pulse oximetry function. Your bid indicates that you comply with this requirement, however we do not find cables for the pulse oximetry listed in your pricing. Are cables to connect the pulse oximetry sensors to the Monitor/Defibrillator included? If not, what is the cost?
7. Section 4.3D establishes the requirement that the Monitor/Defibrillator include the ability to perform noninvasive carbon monoxide (SpCO) monitoring. Are you confirming that your product does not perform this requirement?

Responses to these questions are due back to me by 2/10/14.

Thank you.

Timothy J Norton

Battalion Chief Tim Norton
Director of EMS
Park Ridge Fire Department

Norton, Timothy

From: Norton, Timothy
Sent: Friday, January 31, 2014 12:41 PM
To: Fini, Lou [REDACTED]
Subject: Clarification of bid

Lou,

In order to complete the evaluation of the bids received for Cardiac Monitor/Defibrillators, we have the following questions:

1. Section 1 establishes in the opening paragraph that the City of Park Ridge guarantees the purchase of a minimum of five (5) Cardiac Monitor/Defibrillators. Is your check for 10% of the cost of five (5) Cardiac Monitor/Defibrillators?
2. Section 2.3B establishes the requirement that the bid response furnish the information required for each item as numbered or lettered in the ITB. We were unable to find the response to each item as numbered or lettered. We did find several pages of exceptions to sections and specifications. Did your bid response address each item as numbered or lettered in the ITB? If so, how or where?
3. Section 2.5T establishes the requirement of a certified or cashier's check in the amount of 10% of your total bid to be submitted with your proposal. We received your check for \$2,824.64, however your executed Appendix E indicates the amount should be \$28,246.39. Which is correct?
4. Section 4.2 #8 establishes the requirement that the Monitor/Defibrillator operate in a range of 0-50 degrees centigrade. Are you asserting that your product operates in a range of 0-50 degrees centigrade?
5. Section 4.3Eb establishes the requirement that the Monitor/Defibrillator display heart rates between zero (0) and (300) three hundred beats per minute. Are you asserting that your product displays heart rates between zero (0) and (300) three hundred beats per minute?
6. Section 4.3Jg establishes the requirement that the Monitor/Defibrillator capnography initiation time shall not exceed twenty (20) seconds. Are you asserting that your product's initiation time does not exceed twenty (20) seconds?
7. Section 4.3Sa establishes the requirement that the Contractor/Vendor agrees to provide any "NEW" additions (add-ons) to the product that were not available at time of agreement to the City at no cost for a period of one year from date of delivery. Are you asserting that Physio-Control will **not** provide any "NEW" additions (add-ons) that were not available at time of agreement to the City at no cost for a period of one year from date of delivery?
8. Does Physio-Control have an adapter that allows the use of Zoll Stat pads with your Monitor/Defibrillator? If so, what is the cost?

Responses to these questions are due back to me by 2/10/14.

Thank you.

Timothy J Norton

Battalion Chief Tim Norton
Director of EMS
Park Ridge Fire Department

Norton, Timothy

From: Norton, Timothy
Sent: Friday, January 31, 2014 12:41 PM
To: Caroline Wojtkowski
Subject: Clarification of bid

Caroline,

In order to complete the evaluation of the bids received for Cardiac Monitor/Defibrillators, we have the following questions:

1. Section 4.3Ke establishes the requirement of pediatric blood pressure cuffs be supplied with the Monitor/Defibrillator. We did not find any mention of pediatric blood pressure cuffs in Zoll's pricing. Does Zoll have pediatric blood pressure cuffs available for its product? If so, what is the cost?
2. Section 4.3Sa establishes the requirement that the Contractor/Vendor shall provide any "NEW" additions (add-ons) to the product that were not available at the time of agreement to the City at no cost for a period of one year from date of delivery. Are you asserting that Zoll will only provide any "NEW" additions (add-ons) to the product that were not available at the time of agreement to the City at no cost for a period of one year from date of delivery that are mandated by our EMS System?

Responses to these questions are due back to me by 2/10/14.

Thank you.

Timothy J Norton

Battalion Chief Tim Norton
Director of EMS
Park Ridge Fire Department