

# Mayor and Council Communication

**DATE:** 06/09/26

**M&C FILE NUMBER:** M&C 26-0473

**LOG NAME:** 13PAMEND CSC 64606 BOUND TREE EC FIRE

**SUBJECT**

(ALL) Authorize Execution of an Amendment to an Interlocal Agreement with Bound Tree Medical, LLC for Medical Supplies to Increase the Amount for the Initial Two-Year Term by \$2,900,000.00 for a New Total Amount Up to \$3,000,000.00 and Authorize Two One-Year Renewal Options in an Annual Amount Up to \$3,000,000.00 for the Fire Department

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**RECOMMENDATION:**

It is recommended that City Council authorize execution of an amendment to an interlocal agreement with Bound Tree Medical, LLC for medical supplies to increase the amount for the two year initial term by \$2,900,000.00 for a new total amount up to \$3,000,000.00 and authorize two one-year renewal options in an annual amount up to \$3,000,000.00 for the Fire Department.

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**DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize an amendment to City Secretary Contract (CSC) No. 64606 with Bound Tree Medical, LLC. for medical supplies to increase the annual amount by \$2,900,000.00.

On October 27, 2025, the Fire Department executed CSC No. 64606, authorizing an annual amount up to \$100,000.00 through an Interlocal Agreement with Bound Tree Medical, LLC. for medical supplies using the City of Midlothian Request for Bid (RFB) No. 2020-28.

On April 6, 2026, the Fire Department approached Purchasing requesting an amendment to increase the annual amount by \$2,900,000.00 for a new total amount up to \$3,000,000.00. The amendment request is being made to establish sufficient contract capacity under the agreement necessary to support the continued procurement of medical supplies for Emergency Medical Services (EMS) operations, ensuring continuity of care and availability of critical items, especially given current demand and supply chain considerations.

**FUNDING:** The maximum amount allowed under this agreement will be \$3,000,000.00; however, the actual amount used will be based on the need of the department and available budget. Funding is budgeted in the General Operating & Maintenance category in the Emergency Medical Services Fund for the Fire Department.

**COOPRATIVE PURCHASE:** State law provides that a local government purchasing an item under an Interlocal Agreement satisfies state laws requiring that the local government seek competitive bids for the purchase of the item or service. City of Midlothian contracts have been competitively bid to increase and simplify the purchasing power of government entities. City of Midlothian issued RFB No. 2020-28 on October 29, 2020 with advertisements published on October 29, 2020 and November 5, 2025. Submissions were opened on November 18, 2020.

**AGREEMENT TERMS:** The initial term of the agreement expires on December 31, 2028.

**RENEWAL TERMS:** The agreement may be renewed for two additional one-year terms. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

**ADMINISTRATIVE CHANGE ORDER:** An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

**SMALL BUSINESS:** The decision and justification for utilizing a cooperative purchasing contract were previously established and documented during the initial procurement process. As such, the waiver process would be redundant and serve only as a formality; therefore, no waiver is required for this action.

This project will serve ALL COUNCIL DISTRICTS.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Emergency Medical Services Fund. Prior to an expenditure being incurred, the Fire Department has the responsibility to validate the availability of funds.

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