



TO: Board of Contracts and Awards
FROM: James P. Duggan, Fire Chief, Tacoma Fire Department
Toryono Green, Deputy Chief, Administration Bureau, Tacoma Fire Department
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Kimberly Ward, Finance/Purchasing
SUBJECT: Medusa Medical Technologies, Inc. Off-Site Data Management Services –
Waiver, Not Practical to Bid
DATE: June 18, 2018

RECOMMENDATION SUMMARY:

The Tacoma Fire Department (TFD) requests approval to waive competitive bidding and award a contract to Medusa Medical Technologies, Inc., Halifax, Nova Scotia, Canada, in the amount of \$308,371 plus any applicable taxes, to provide off-site data hosting services through December 31, 2024.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

The Medusa proposal provides off-site data hosting services to improve the efficiency and effectiveness of TFD’s emergency medical services.

BACKGROUND:

In 2010, in response to a competitive solicitation (FD10-0225F), the City awarded a contract to Medusa Medical Technologies, Inc. to provide a computerized electronic patient care reporting (EPCR) system for TFD. The City is currently contracted with Medusa Medical to continue use of the EPCR system through July 2024.

Medusa Medical now proposes to move nearly all the responsibility for “back end” support services for TFD’s EPCR system to Medusa Medical, including responsibility for application and data server maintenance and management, database management and administrative support, software licensing, data storage, security and backup services. Medusa Medical’s proposal provides these services at a lesser annual cost than TFD is currently incurring to support EPCR.

ISSUE: Shall the City waive competitive bidding and contract with Medusa Medical to provide off-site medical data and application hosting services currently performed by City IT and Fire employees and equipment.

ALTERNATIVES: TFD could continue to have EPCR hosting and support services performed locally. However, Medusa Medical’s proposal for off-site hosting services provides the services more securely and at less cost than current methods.



Many firms provide contracted off-site electronic data management, storage and backup services. The advantage of Medusa Medical’s proposal is that they already support their EPCR application. Proposals from others would necessarily be more limited, requiring TFD and City IT staff to continue some of the support locally and coordinate the work and support of multiple vendors.

NOT PRACTICAL TO BID:

Medusa Medical’s proposal uniquely builds upon the services and support they already provide for the EPCR application to provide “back end” hosting services more efficiently and less expensively than could be possible from vendors only supporting data hosting services.

PREVIOUS MEDUSA MEDICAL CONTRACT HISTORY:

The original contract with Medusa Medical Technologies, Inc. was awarded as a result of Request for Proposals Specification No. FD10-0225F in August 2010, in the amount of \$248,250, plus applicable taxes.

In March 2013, the contract was increased by \$25,000, for additional vendor conducted training and for vendor travel-related expenses, bringing the cumulative total to \$273,250, plus applicable taxes.

A second amendment in August 2015 increased the contract by \$127,250, to a cumulative total of \$400,500, plus applicable taxes, and extended the term through July 2020.

In March 2016, Supplement No. 3 increased the contract by \$21,900 for additional software licenses, raising the cumulative contract total to \$422,400, plus applicable taxes.

In early April 2018, TFD proposed to City Purchasing Supplement No. 4, to increase the contract by \$188,649.19 to a new cumulative total of \$611,049.19 to upgrade to a new software version and extend application support until August 1, 2025. This increase is still pending.

SUSTAINABILITY: The vendor’s proposal utilizes the internet to provide cloud-based medical data hosting services that are financially and environmentally more efficient and effective than local support options.

SBE/LEAP COMPLIANCE: There was no SBE goal associated with this contract. LEAP compliance does not apply.



FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1155 EMS Special Revenue	609100	5310100	\$308,371
TOTAL			\$308,371

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$38,154 plus tax

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.

The additional cost of the remote data hosting and support services will be offset by avoided local hardware and software support costs that were budgeted.



City of Tacoma

Date: June 13, 2018

To: Patsy Best, Procurement and Payables Division Manager

From: James P. Duggan, Fire Chief
Tacoma Fire Department

Subject: Waiver of Competitive Solicitation Request
 Sole Source Purchase – TMC 1.06.257.A
 Not Practicable to Bid – TMC 1.06.257.B
Waiver - Not Practicable to Bid - Medusa Medical Technologies - Off Site Data Hosting and Management Services

Please forward for Board of Contracts and Awards review and recommendation.

The Tacoma Fire Department (TFD) requests a waiver of the competitive solicitation process for off site data hosting and management services. The vendor is **Medusa Medical Technologies, Inc., Halifax, Nova Scotia, Canada.**

“Follow-on” Contracts:

Is this purchase based on a previous competitive solicitation conducted by the City or other agency? If yes, provide the contract information, specification number, etc., and explain the relationship of this request to the previous contract.

In 2010, in response to a formal Request for Proposals (FD10-0225F) the City awarded a contract to Medusa Medical Technologies, Inc., to provide a computerized electronic patient care reporting (EPCR) system for TFD. TFD currently uses that system under license to the vendor. The current contract will expire in July 2024.

Waiver Criteria:

1. Is there only one feasible supplier of the product or service in the marketplace? Yes
If “yes”, such certification should be from the manufacturer (not the authorized distributor) and attached. The certification should describe what the product or service is and the relationship between the manufacturer and authorized distributor.

If No , briefly explain.

Medusa Medical is now proposing to assume responsibility for nearly all the "back end" support services for TFD's EPCR system in addition to application support, including responsibility for application and data server maintenance and management, database management, and administrative support, software licensing, data storage, security, and backup services. Many firms provide data management storage, security, and backup services. However, because TFD uses Medusa's software for its EPCR, only Medusa can provide a proposal that builds upon their existing support to provide both application support and the other proposed services. Proposals

from other vendors would necessarily be more limited, requiring TFD and City IT staff to continue some of the support locally and coordinate the work and support of different vendors.

2. Support your contention that it would be futile to advertise and competitively bid the product/service.

Only Medusa can provide a proposal that builds upon their existing support to provide both application support and the other proposed service.

3. Describe the screening efforts made to identify potential suppliers.

Many firms provide data management storage, security, and backup services. However, because TFD currently uses Medusa's software for its EPCR, only Medusa can provide a proposal that builds upon their existing support to provide both application support and the other proposed service.

4. Describe any technical or unique product/service attributes that prevent drafting specifications for a competitive solicitation to which more than one supplier could successfully respond.

Medusa Medical is the manufacturer of TFD's Siren EPCR software and already provides application support to TFD's EPCR system. Other vendors cannot provide a data hosting and management proposal that would seamlessly work with the EPCR application support. City and TFD staff won't need to worry about coordinating software upgrades between the application and back end services.

5. Reference the example line item in the Purchasing Policy that best fits this request.

TMC 1.06.257 B, (Not Practicable to Bid) as explained in page 113 of the Purchasing Policy Manual, Overview, Section 1, Subsections b and c, related to "purchases involving special facilities or market conditions" and "purchases involving specially tailored or performance criteria-based products such as computer systems or equipment."

6. Describe the efforts made to assure that the City is receiving the lowest or best price possible.

Pricing was compared to contracts issued to other public agencies.

7. Is this a one-time purchase? Yes No Total amount: \$308,371.00, plus applicable sales tax.

If "no," estimated total dollar amount over contract term as allowed per waiver of competitive solicitation procedure: \$_____, plus applicable sales tax

8. Waiver includes freight and authorization for up to 10 percent contingency where a good faith estimate is provided. Any increase beyond the 10 percent contingency requires authorization.

The total amount authorized including contingency shall not exceed \$200,000 without approval by the Public Utility Board or City Council, as appropriate.

9. **Other supporting documentation attached?** Yes No

10. Funds for this purchase are available in the 2017-2018 EMS Special Revenue Fund budget (accounting: Cost Center 609100, Cost Element 5310100).

11. **PROJECT COORDINATOR:** Deputy Chief Tory Green, 253-591-5010.

Buyer Justification Notes: