



Department of Emergency Services

Memorandum

18348

Date: April 8, 2011

To: The Honorable Board of Acquisition and Contract

From: Anthony W. Sutton
Commissioner of Emergency Services

Re: **Resolution authorizing an Agreement with Phelps Memorial Hospital Center for the provision of training in the administration of Cardio Pulmonary Resuscitation (CPR) and use of Automated External Defibrillation (AED) to County employees who volunteer to be part of the Public Access Defibrillation program for a three (3) year term commencing May 1, 2011, for a total contract amount not to exceed \$78,000**

Authority is hereby requested from your Honorable Board to enter into an agreement Phelps Memorial Hospital Center (“Phelps”) through the Hoch Center for Emergency Education, for the provision of training in the administration of Cardio Pulmonary Resuscitation (CPR) and use of Automated External Defibrillation (AED) for adult, child and infant patients. Such training shall be provided by Phelps to County employees who volunteer to be part of the Westchester County Public Access Defibrillation (PAD) program which has over 126 AEDs strategically located throughout 61 County buildings and parks as well as deployed in many emergency response vehicles. Over 1,200 County employees have previously been trained in adult, pediatric and infant CPR and the use of an AED for adults and children. The services shall be compliant with the latest American Heart Association CPR guidelines and will include instruction on choking/obstructed airway techniques for adults, children and infant patients and AED instruction customized to familiarize students in the use of the make and models of AEDs currently used in the County program. (Medtronic Lifepak LP500 & Lifepak CR Plus).

The term of the proposed agreement will commence on May 1, 2011 and expire on April 30, 2014. The County will pay Phelps \$49.50 per student trained in CPR/AED according to contract terms on receipt of an invoice submitted subsequent to conducting the training. The annual amount paid to Phelps shall not exceed Twenty Six Thousand (\$26,000.00) Dollars, for a total contract amount not-to-exceed Seventy Eight Thousand (\$78,000.00) Dollars. The County reserves the right to terminate the agreement on thirty (30) days notice.

Early recognition of Sudden Cardiac Arrest (SCA) and prompt initiation of effective CPR are critical parts of providing lifesaving aid to victims. The goals and objectives of this contract are to train employees in CPR and in the use of an AED so that they can recognize SCA and initiate immediate CPR prior to the arrival of medical personnel. The training provided will ensure that employees are familiar with the signs and symptoms of SCA; know how to summon assistance and how to operate an AED.

This contract will benefit the visitors to County facilities and protect citizens living in areas where County vehicles standby or respond to calls for assistance.

This contract will be monitored for performance by the DES staff, reporting to the Commissioner.

In accordance with Section 5(b) of the Westchester County Procurement Policy, the Department sought written price proposals and background information. Of the seven respondents, Phleps was the third lowest net cost proposal, and deemed the overall most compliant respondent with the requirements of the RFP during a weighted review process.

I believe it is in the best interest of the County to enter into the within described agreement. Accordingly, I recommend that your Honorable Board approve the annexed proposed Resolution.

AWS/tsa
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-11-2011 - JOMMYVILLE, SECRETARY
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RESOLUTION

Upon a communication from the Commissioner of Emergency Services, be it hereby

RESOLVED, that the County of Westchester (“County”) acting by and through its Department of Emergency Services, is authorized to enter into an agreement with Phelps Memorial Hospital Center (“Phelps”) through the Hoch Center for Emergency Education, for the provision of training in the administration of Cardio Pulmonary Resuscitation (CPR) and use of Automated External Defibrillation (AED) operation for adult, child and infant patients. Such training shall be provided by Phelps to County employees who volunteer to be part of the Westchester County Public Access Defibrillation (PAD) program; and be it further

RESOLVED, that the term of the agreement will commence on May 1, 2011 and expire on April 30, 2014. The County reserves the right to terminate the agreement on thirty (30) days notice. The County will pay Phelps \$49.50 per student trained in CPR/AED according to contract terms on receipt of an invoice submitted subsequent to conducting the training. The annual amount paid to Phelps shall not exceed Twenty Six Thousand (\$26,000.00) Dollars per year, for a total contract amount not-to-exceed Seventy Eight Thousand (\$78,000.00) Dollars; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the contractor, then the contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	20	1000	4380		\$26,000
101	20	1000	4380		\$26,000
101	20	1000	4380		\$26,000

Budget Funding Year(s) 2011-2014 Start Date 5/1/11 End Date: 4/30/14
 (must match resolution)

Funding Source Tax Dollars \$78,000.00
 State Aid _____
\$78,000.00 Federal Aid _____
 (must match resolution) Other _____

