



## Board Report

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**File #:** A 15-090, **Version:** 1

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- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute an Agreement with Mobile Instrument Service and Repair Inc. for Repair and Maintenance of Surgical Instruments at NMC for an amount not to exceed \$270,000 for the period May 12, 2015 through May 11, 2018; and
- b. Authorize the Deputy Purchasing Agent for NMC to execute up to three (3) future Amendments to the Agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) of the original cost of the Agreement per each Amendment.

### **RECOMMENDATION:**

#### **It is recommended the Board of Supervisors:**

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute an Agreement with Mobile Instrument Service and Repair Inc. for Repair and Maintenance of Surgical Instruments at NMC for an amount not to exceed \$270,000 for the period May 12, 2015 through May 11, 2018.
- b. Authorize the Deputy Purchasing Agent for NMC to execute up to three (3) future Amendments to the Agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) of the original cost of the Agreement per each Amendment.

### **SUMMARY/DISCUSSION:**

Mobile Instrument Service and Repair Inc. provides comprehensive services for repairing instruments and “scopes” which are needed by Natividad Medical Center departments to assure that certain equipment used for surgical procedures are fully functional. Critical areas where these services are needed include Surgery Department, Labor and Delivery Department as well as the emergency room. These services are beneficial to NMC because quality functioning instruments and scopes are required for surgical procedures. Previously, another vendor was used at Natividad Medical Center for these services, Mobile Instrument Service and Repair Inc. is able to provide a much broader range of services.

NMC currently owns the following types of “scopes”, all of which require servicing:

- Cystoscopes - allows the surgeon to visualize the inside of the bladder
- Ureterscopes - allows the surgeon to visualize the inside of the ureter
- Laparoscopes - allows the surgeon to visualize the abdominal contents when performing abdominal surgeries such as appendectomy, cholecystectomy, or gastric bypass
- Arthroscopes - allows the surgeon to visualize the joint spaces
- Endoscopes - these scopes are used for endoscopy procedures such as gastroscopy and colonoscopy.

Mobile Instrument Service and Repair Inc. carries the industry’s largest inventory of replacement parts and is able to provide NMC with repairs to scopes that other vendors are unable to service. Mobile Instrument Service and Repair Inc. use only brand new, medical grade parts which meet or exceed OEM standards when making repairs on equipment.

Scope repair is essential to ensure functioning scopes are on hand. Cracked lenses and bent metal shafts can be quickly serviced by the vendor. These scopes require frequent maintenance to assure the lenses remain clear, the shafts of the scope remain straight and the fibers remain intact. The onsite repair for the rigid scopes is extremely beneficial because they can be returned to service quickly and reduces NMC's down time. The simple repairs provided by Mobile Instrument Service and Repair Inc. are also beneficial because it extends the life of NMC's scopes and their usefulness can be prolonged negating the need for purchasing replacements.

Monitoring the performance of the contractor will be done using logging sheets when instruments or scopes are sent for repair, assuring the deadlines referenced in the contract are met (on site repairs will be returned the same day and offsite returned within 10-15 business days).

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved this Agreement as to legal form and risk provisions, and the Auditor-Controller has reviewed and approved as to payment provisions. The Agreement has also been reviewed and approved by NMC's Finance Committee on March 26<sup>th</sup>, 2015 and by its Board of Trustees on April 3, 2015.

**FINANCING:**

The cost for this Agreement is \$270,000 of which \$22,500 is included in the Fiscal Year 2014-15 Adopted Budget. Amounts for remaining years of the Agreement will be included in those budgets as appropriate. There is no impact to the General Fund.

Prepared by: Sue Rodgers, Interim Surgical Services Director, 772-7789

Approved by: Gary R. Gray, DO, Interim Chief Executive Officer, 783-2504

Attachments:  
Agreement

Attachment on file with the Clerk of the Board