

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF THE INLAND COUNTIES EMERGENCY MEDICAL AGENCY  
AND RECORD OF ACTION**

**May 4, 2021**

**FROM**

**THOMAS G. LYNCH, EMS Administrator, Inland Counties Emergency Medical Agency**

**SUBJECT**

Purchase of Unbudgeted Fixed Asset for Two Storage Containers

**RECOMMENDATION(S)**

Acting as the governing body of the Inland Counties Emergency Medical Agency:

1. Approve the non-competitive purchase of two storage containers, unbudgeted fixed assets, from Mobile Mini Storage Solutions in the amount not to exceed \$32,713, to store boxes containing the components of the mobile field hospital.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the \$32,713 budget adjustment for 2020-21, as identified in the Financial Impact Section for the purchase of two storage containers (Four votes required).

(Presenter: Thomas G. Lynch, EMS Administrator, 388-5830)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Inland Counties Emergency Medical Agency (ICEMA) is requesting a budget adjustment in the amount of \$32,713 to fund the purchase of two storage containers related to the COVID-19 pandemic. Sufficient appropriation is available within the ICEMA 2020-21 budget.

The following adjustments to the ICEMA 2020-21 budget are requested:

Cost Center	Commitment Item	Description	Action	Amount
1110002686	52002454	Software Maintenance	Decrease	\$32,713
1110002686	54404040	Equipment	Increase	\$32,713

**BACKGROUND INFORMATION**

Approval of this item allows ICEMA to purchase two storage containers to store components of the mobile field hospital.

ICEMA, as the local Emergency Medical Services (EMS) agency, is responsible for ensuring effective EMS for the Counties of San Bernardino, Inyo, and Mono. ICEMA administers State and local codes and regulations governing the provision of emergency medical care to the sick and injured at the scene of an emergency and during transport to a care hospital.

## **Purchase of Unbudgeted Fixed Asset for Two Storage Containers May 4, 2021**

The ICEMA EMS Administrator also serves as the Medical Health Operational Area Coordinator responsible for ordering, securing, receiving and distributing emergency medical supplies from the State or Federal governments during large scale emergencies.

On March 10, 2020, the County Board of Supervisors proclaimed an emergency (Item No. 75) in response to COVID-19.

On July 9, 2020, ICEMA, functioning as the Medical Health Operational Area Coordinator, was tasked with securing an Alternative Care Site (ACS) for San Bernardino County. ICEMA placed the resource request for components of the State of California Emergency Medical Services Authority (EMSA) mobile field hospital. The request was honored and on July 15, 2020, the mobile field hospital tent was erected at Arrowhead Regional Medical Center as an ACS. Following the last COVID-19 surge, EMSA determined that ICEMA can take long-term custody of the mobile field hospital for future use in County or regional deployment. The value of the mobile field hospital exceeds \$500,000. Therefore, in order to safely store the mobile field hospital and to preserve the equipment's useful life, ICEMA is purchasing two storage containers.

These storage containers are unique in size and fit in the area that is to be provided by the San Bernardino County Fire District for storage and immediate availability to ICEMA.

### **PROCUREMENT**

Purchasing concurs with the non-competitive procurement of two storage containers from Mobile Mini Storage Solutions due to the unique size offered that meets the limited space available to store the extra-large components of the mobile field hospital.

### **REVIEW BY OTHERS**

This item has been reviewed by County Counsel (John Tubbs II, Deputy County Counsel, 387-3203) on April 13, 2021; Auditor-Controller/Treasurer/Tax Collector (Erika Gomez, General Accounting Manager, 382-3196) on April 13, 2021; Purchasing Department (Michelle Churchill, Lead Buyer, 387-2070) on April 13, 2021; Finance (Carl Lofton, Administrative Analyst, 387-5404) on April 19, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on April 19, 2021.

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May 4, 2021**

Record of Action of the Board of Directors  
Inland Counties Emergency Medical Agency (ICEMA)

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, SECRETARY

BY   
DATED: May 4, 2021



cc: File - JPAs/ICEMA

CCM 05/6/2021