

To:	Chair Burley and Members of the Committee of Management
Committee Date:	June 12, 2018
Subject / Report No:	LTCR-CM-23-18
Title:	Single Source – Beds and Mattresses
Prepared by:	Lynne Johnson, Director of Long Term Care
Reviewed by:	Kim Wingrove, Chief Administrative Officer
Lower Tier(s) Affected:	All Grey County
Status:	

Recommendation

1. That report **LTCR-CM-23-18** regarding the single source purchase of beds and mattresses be received; and
2. That staff be authorized to enter into a one year contract extension with Specialty Furniture for the 2018 capital purchase of beds and mattresses.

Executive Summary

Specialty Furniture was awarded a 12 month contract through RFT-LTC-05-16 in late 2016 for the purchase of beds and mattresses and the home was able to purchase the 2016 and 2017 capital items at the tendered amount.

The equipment has met all expectations and the company has agreed to honour the 2016 price for beds. Due to the rise in oil prices, the cost of mattresses has risen by approximately 10% since the original tender resulting in an increase of \$32.00- \$100.00 per mattress depending on the model that is ordered.

By extending the purchases for an additional year, the homes will build a consistent fleet of products which supports staff training and general maintenance.

Background and Discussion

In 2016 a considerable amount of work was completed to establish the criteria for high low beds and mattresses that reduce the risk of entrapment and support wound and fall prevention programs.

Specialty Furniture was awarded the tender for a high low bed and a suite of mattresses to

support varying needs.

The annual capital budget contains funding for the purchase of beds and mattresses. The exact quantity that each home purchases is dependent on the home and resident needs at the time of ordering. The following table identifies the total amount, by home, that is in the approved 2018 approved capital budget for bed/mattress purchases.

Home	2018 Approved Capital Beds and Mattresses
Grey Gables	\$15,000
Lee Manor	\$33,000
Rockwood Terrace	\$21,500

By maintaining consistent purchasing for this equipment the home is better able to manage operation and maintenance of the equipment. Some of the mattresses are controlled by air pumps and a single source purchase reduces the need to retrain staff on additional manufactures equipment. It also provides a more standardized fleet of equipment that supports general maintenance (i.e. motor or bed control switch outs).

Staff are requesting approval to single source the purchase of beds and mattresses with Specialty Furniture for an additional 12 months.

Legal and Legislated Requirements

The homes are required to provide equipment to meet legislative standards. Beds and mattresses need to be compatible to reduce the risk of entrapment. Consistency with a fleet of equipment helps the home to maintain the equipment, establish training programs and meet compliance.

Financial and Resource Implications

The price for an individual bed and mattress is dependent on the specific combination of equipment that is required. The desired equipment from this manufacture has consistently proved to be of high quality product and they provide excellent service.

The recommendation is for the single source purchase of resident beds and mattresses for a 12 month period. Council support is required as the budget exceeds the amount that staff are authorized to single source or purchase though quotes.

Relevant Consultation

Internal Administrators and Directors of Care of Grey Gables, Lee Manor and Rockwood Terrace, Purchasing

External Specialty Furniture

Appendices and Attachments

None