



Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education
From: David Gowen, Director of Safety
Elaine M. Wilson-Beverly, Executive Director of Procurement
Subject: Automated External Defibrillator (AED) Purchase

Summary:

The Procurement Department, in conjunction with the Safety and Security Department, is seeking approval to issue a purchase order to AED Brands, LLC for new Automated External Defibrillator (AED) Systems.

Background:

An Automated External Defibrillator (AED) is a lightweight, portable device used to assist those at risk of experiencing sudden cardiac arrest, which occurs when the heart suddenly stops beating regularly. If not treated within minutes, cardiac arrest quickly leads to death. So, immediate CPR and AED use can double or triple a person's chance of survival.

The Procurement Department issued an RFQ (Request for Quotes) for AEDs. The bid was released on 8/15/2023 and closed on 9/11/2023. A total of 12 responses were received. The Director of Safety and Security, along with the District Head Nurse, effectively evaluated the items proposed by the responders of the solicitation. Consequently, after careful review, they determined that AED Brands, LLC would be the best fit to meet the needs of the District.

The cost for each AED unit is \$2,631, and our goal is to purchase 72 units. One will be placed in each school (55) and one in each operations facility (17).

Recommendation:

It is recommended that the Bibb County Board of Education approves the purchase of 72 AEDs from AED Brands, LLC in an amount not to exceed \$195,000. Fifty-five AEDs will be funded through each school's Safety Grant, and seventeen AEDs will be funded through the General Fund. This amount includes delivery and any additional fees that may occur.

Superintendent's Comments and Approval:

Superintendent's Comments	Select One
Dr. Dan A. Sims	Approved