

Agenda Report

December 5, 2016

TO: Honorable Mayor and City Council

FROM: Fire Department

SUBJECT: AUTHORIZE INCREASE TO PURCHASE ORDER CONTRACT WITH MUNICIPAL EMERGENCY SERVICES, INC BY \$149,000 FOR A TOTAL AMOUNT NOT-TO-EXCEED \$298,000 FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR THE FIRE DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Authorize an increase to purchase order contract 1171145, with Municipal Emergency Services Incorporated (MES) by \$149,000 for a new amount not to exceed \$298,000 for the purchase of Personal Protective Equipment. Competitive bidding is not required pursuant to City Charter Section 1002(H) contracts with other governmental entities or their contractors for labor, materials, supplies or services.
3. Grant the proposed contract an exemption from the competitive selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

The Pasadena Fire Department (PFD) has a total of 161 sworn positions, each of whom are supplied with critical safety equipment such as PPE. PPE includes fire-resistive coats and trousers, also known as "turnouts." PPE is designed to provide protection to fire fighters from hazards while they are performing on fire and rescue scenes. As a "best practice" the PFD follows the National Fire Protection Association (NFPA) 1851 standard for selection, care, and maintenance of protective ensembles for structural fire fighting, which also complies with CAL-OSHA requirements for firefighter body protection. Per the NFPA standard, turnouts "shall be retired in no more than 10 years from the date the ensembles were manufactured."

The Department's Uniforms and PPE program provides inventory, maintenance, repair, and tracking for every set of turnouts. Consequently, 11 sets were retired as a result of reaching their 10 year life. The PFD is also training 12 new personnel, and 20 others have been hired within the past 18 months. New hires, PPE retirements, and maintenance of reserves require the PFD to purchase more sets than usual to meet NFPA standards.

On June 6, 2016, the City Council approved a purchase order increase for an amount not-to-exceed \$149,000. The original purchase order was for an amount not to exceed \$74,999, and was sufficient to replenish supplies before recent attrition. Approval was based on an exemption from competitive bidding process for contracts with other governmental entities (South Metro Fire Agency). The South Davis Metro Fire Agency meets the requirements of the Charter and Muni Code for exemption from Competitive Bidding, and their specifications meet the PFD's requirements. The cost of each set of turnouts is \$2,618. The vendor will honor the unit prices in the original contract. Due to a large lead time between order and receipt of PPE, purchasing from this vendor is in the City's best interests, as it will allow the equipment to be purchased and on site by March 13, 2017, as opposed to delaying it to undertake a competitive bidding process. Staff is unaware of any local suppliers for the equipment, and, finally, the price is competitive. PFD is requesting authorization to increase the purchase order contract with MES by \$149,000 for a total not-to-exceed amount of \$298,000.

COUNCIL POLICY CONSIDERATION:

By providing fire fighters with equipment needed to perform their duties, the proposed purchase order is consistent with the City Council Strategic Plan to insure public safety.

ENVIRONMENTAL ANALYSIS:

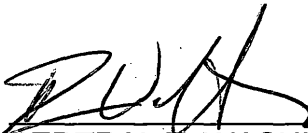
The action proposed herein is not subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The authorizations and approvals related to the purchasing of PPE is a continuing administrative and maintenance activity (i.e., purchasing of supplies). Therefore, the proposed action is not a "project" subject

to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

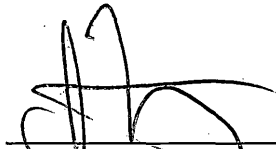
FISCAL IMPACT:

The cost of this action is \$149,000. Funding for this action will be addressed by the utilization of existing appropriations in the Fire Department's Fire and Rescue Services account: 10131015-810900. It is anticipated that the entire purchase cost will be spent in fiscal year 2017.

Respectfully submitted,


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Fire Department

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