

# Agenda Report

June 6, 2016

**TO:** Honorable Mayor and City Council

**FROM:** Fire Department

**SUBJECT: AUTHORIZATION TO INCREASE PURCHASE ORDER NO. 1162219 WITH MUNICIPAL EMERGENCY SERVICES, INC. BY \$74,001, FROM \$74,999 TO AN AMOUNT NOT-TO-EXCEED \$149,000 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 the Interim City Manager to increase the contract with Municipal Emergency Services Incorporated (MES) for the purchase of Personal Protective Equipment by \$74,001 for an amount not to exceed \$149,000. 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. It is further recommended that the City Council 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:**

Over the course of the last several years, a number of sets of Personal Protective Equipment (PPE) reached the manufacturer recommended life span of 10 years. Additionally, in the past year, the Fire Department hired 20 new personnel. As a result,

the reserve PPE supply was depleted; therefore; an increase is necessary in order to meet National Fire Protection Association (NFPA) 10 year life span standard for PPE, for existing and future personnel. This turnout gear (PPE) is designed to provide protection to fire fighters while performing on fire and rescue type incidents. This equipment is essential for fire fighter safety.

PFD is requesting to increase an existing purchase order for turnout equipment needed for all sworn PFD members to comply with NFPA 1851 and CAL-OSHA for PPE. In December 2015, a purchase order was issued with MES based on an exemption from competitive bidding process for "piggy backing" off a contract between MES and South Davis Metro Fire Agency. The turnout gear ordered by the South Davis Metro Fire Agency matches the specifications and requirements for Pasadena Fire Department. The vendor will continue to honor the unit prices in the original contract.

**COUNCIL POLICY CONSIDERATION:**

The proposed contract amendment is consistent with the City Council Strategic Plan to insure public safety.

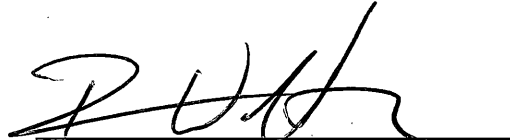
**ENVIRONMENTAL ANALYSIS:**

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 \$74,001. Funding for this action will be addressed by the use of exiting budgeted appropriations in the Fire Department's Fire and Rescue Services. It is anticipated that the entire cost will be spent during the current fiscal year

Respectfully submitted,



**BERTRAL T. WASHINGTON**  
Fire Chief  
Fire Department

Prepared by:



**JON E. TRAUTWEIN**  
Deputy Fire Chief

Concurred by:



**MATTHEW E. HAWKESWORTH**  
Director of Finance

Approved by:



**STEVE MERMELL**  
Interim City Manager