

Agenda Report

May 7, 2018

TO: Honorable Mayor and City Council

FROM: Fire Department

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH MUNICIPAL EMERGENCY SERVICES (MES), INC. TO PROVIDE STRUCTURAL FIREFIGHTING TURNOUT GEAR FOR AN AMOUNT NOT TO EXCEED \$850,000

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. Accept the bid dated April 3, 2018 submitted by MES, Inc. in response to specifications for structural firefighter turnout gear and authorize the City Manager to enter into a contract not to exceed \$850,000 which includes \$570,000 for an initial three year term and two optional one-year terms with each year not to exceed \$140,000, subject to approval by the City Manager.

BACKGROUND:

The Fire Department has historically partnered with multiple vendors to meet personal protective equipment needs for all firefighters within the organization. This includes purchases of firefighting coats, pants, boots, gloves and hoods. The partnerships have been established based on competitive pricing, customer service, and accessibility of the vendors. Based upon the total annual expenditures made by the Fire Department for all protective equipment needs, the Department would like to initiate a formal multi-year contract.

On March 20, 2018 the City published a Notice Inviting Bids to provide structural firefighting turnout gear as required by the Fire Department. The bid was posted on the City's online bidding site, Planet Bids, and notices were advertised in the Pasadena Journal and the Pasadena Weekly in accordance with City Charter and Municipal Code

provisions. A total of 439 vendors were notified, of which 13 prospective vendors downloaded the bid. One prospective bidder was local to Pasadena but did not supply a bid. To evaluate pricing, staff requested for vendors to bid on estimated quantities of five (5) of the most commonly ordered structural firefighting turnout gear purchased by the Department.

Three bids were received and publicly opened on April 3, 2018. Of the three bids received, two were deemed non-responsive due to the inability to provide required documents and supply all items requested in the Specifications. Of the responsive bids received, the bid results were as follows:

<u>Bidders</u>	<u>Total Weighted Bid Price</u>
Municipal Emergency Services, Inc., Southbury, CT	\$113,056.78

The bid was evaluated by Fire Department staff and MES, Inc. was found to be a responsive and responsible bidder and is able to provide all specified goods and meet all indicated requirements. While only one responsive bid was received, staff has determined the bid amount to be reasonable and recommends proceeding with MES Inc. as the selected vendor for the contract.

Based on actual expenditures from prior years for structural firefighting gear, staff estimates the need for contract authorization of \$570,000 for an initial three-year term with two optional one-year terms not to exceed \$140,000 each year. Total expenditures under the contract are not to exceed \$850,000.

MES has previously been awarded purchase order contracts for firefighting turnout coats and pants in fiscal years 2016 and 2017 for \$149,000 each year.

COUNCIL POLICY CONSIDERATION:

The proposed contract furthers the City Council's strategic planning goals to ensure 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 authorization to enter into a contract with a vendor to provide fire personnel uniforms is a continuing administrative activity (i.e., purchasing of supplies). This action would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. 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:

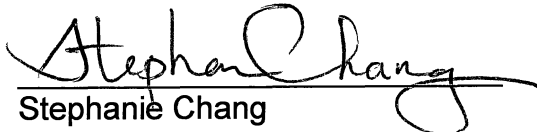
The total cost of this action will be \$850,000 if the two additional one-year terms are exercised. Funding will be addressed by the utilization of existing budgeted appropriations in the Fire Department's General Fund operating budget account for Fire Personal Protective Equipment (10131011-810900) and Fire and Rescue Services (10131015-810900). There are no anticipated impacts to other operational programs or capital projects as a result of this action.

Respectfully submitted,



BERTRAL T. WASHINGTON
Fire Chief

Prepared by:



Stephanie Chang
Management Analyst

Approved by:



STEVE MERMELL
City Manager