

Agenda Report

June 5, 2023

TO: Honorable Mayor and City Council

FROM: Fire Department

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH CALOX, INC FOR OXYGEN FILLING AND HYDROSTATIC TESTING SERVICES AS REQUIRED FOR AN AMOUNT NOT TO EXCEED \$85,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed actions herein are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (General Rule); and
2. Accept the bid dated April 24, 2023 submitted by Calox, Inc in response to a Bid Invitation to provide oxygen filling and hydrostatic testing services, and authorize the City Manager to enter into a five-year contract for an amount not-to-exceed \$85,000.

BACKGROUND:

The Fire Department owns 51 (H) sized oxygen bottles filled with Medical Grade Oxygen A (99.0% minimum), which are used on fire engines and rescue ambulances for patients during emergency medical responses. All bottles are routinely filled as used, and also need inspection for hydrostatic testing to ensure the integrity of each bottle and that the cylinder can safely hold the maximum fill pressure.

On April 4, 2023, the City published a Notice Inviting Bids to provide oxygen filling and hydrostatic testing services as required by the Fire Department. The bid was posted on the City's online bidding site and notices were advertised in the Pasadena Journal and the Pasadena Weekly in accordance with City Charter and Municipal Code provisions. A total of 88 vendors were notified, of which 5 prospective vendors downloaded the bid. None of the prospective bidders were local to Pasadena. To evaluate pricing, Fire Department staff estimated services for one year and requested for vendors to bid on cost per bottle for oxygen filling, cost per bottle for hydrostatic testing, and standard and emergency delivery fees.

One bid was received and publicly opened on April 24, 2023. Of the responsive bids received, the bid results are as follows:

<u>Bidders</u>	<u>Total Weighted Bid Price</u>
Calox, Inc., Los Angeles, CA	\$16,500

The bid was evaluated by Fire Department staff and Calox, 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 Calox as the selected vendor for the contract. The proposed contract fully complies with the Competitive Bidding and Living Wage Ordinances.

The Fire Department has a prior multi-year contract with Calox for \$70,000 for oxygen filling services. The previous contract was established in 2018 through a formal bid process.

COUNCIL POLICY CONSIDERATION:

The proposed contract furthers the City Council's strategic planning goals to ensure public safety.

ENVIRONMENTAL ANALYSIS:

This project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15061 (b) (3), the general rule that CEQA only applies to projects that may have an effect on the environment. The action proposed herein, the purchase of oxygen filling services, will not have a potentially significant environmental effect.

FISCAL IMPACT:

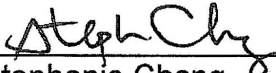
The total cost of this action will be \$85,000 over five years. Funding will be addressed by the utilization of existing and future budgeted appropriations in the Fire Department's General Fund operating budget account for Emergency Medical Services (10131021-810100). There are no anticipated impacts to other operational programs or capital projects as a result of this action.

Respectfully submitted,



CHAD AUGUSTIN
Fire Chief

Prepared by:



Stephanie Chang
Management Analyst V
Fire Department

Approved by:



MIGUEL MARQUEZ
City Manager