

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: MICHAEL MCCALLUM, BATTALION CHIEF - TRAINING AND
SAFETY - FIRE DEPARTMENT
BRANDALYN TRAMEL, PURCHASING AGENT - FINANCE
DEPARTMENT
ANNA MCAULIFFE, RESEARCH AND PROGRAM
COORDINATOR - FIRE DEPARTMENT
SUBJECT: AMENDMENT TO PURCHASE ORDER 162712 WITH
MUNICIPAL EMERGENCY SERVICES FOR PERSONAL
PROTECTIVE EQUIPMENT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Fire and Finance Departments that the Council, by resolution, authorize the Purchasing Agent to: 1) issue an amendment to Blanket Purchase Order 162712 with Municipal Emergency Services of San Diego, CA for firefighting protection gear, wildland gear, firefighting tools and technical rescue urban search and rescue station wear utilizing the National Purchasing Partners Government cooperative agreement Contract Number PS20070 in an amount not to exceed \$300,000 for a total purchase order amount of \$395,000 for an initial two-year term under the cooperative agreement between National Purchasing Partners and Municipal Emergency Services; and 2) extend the term of the Blanket Purchase Order for up to the three years where National Purchasing Partners and Municipal Energy Services approve the optional term extension(s) in their cooperative agreement.

EXECUTIVE SUMMARY

The Fire Department has a scheduled replacement program for turnout gear that has reached the end of its safety lifespan or has been damaged during firefighting operations. The National Fire Protection Agency (NFPA) recommends that turnouts be replaced after ten years unless required sooner due to wear or damage. The department has a need for firefighters' protective gear to be purchased as needed.

BACKGROUND

The Fire Department has an on-going need to purchase personal protective equipment for its firefighters.

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On March 28, 2020, the National Purchasing Partners Government (NPPGov) cooperative contract, Cooperative Agreement Number PS20070, was awarded to Municipal Emergency Services (MES). Cooperative contracts are bid at the national level so pricing is lower than standard market rates. This vendor's pricing under the NPPGov-MES cooperative agreement is significantly lower than standard market rates of these items. NPPGov Cooperative Agreement Number PS20070 with MES is valid for three years from March 28, 2020, with three successive one-year extensions available so the discounted pricing will be fixed for a minimum of three years and likely longer.

On September 4, 2020, the City Manager approved Blanket Purchase Order Number 162712 to MES in the amount of \$95,000. The goods are ordered via the BPO using the City's standard terms and conditions. Due to the routine need of these items it is in the best interest of the City and the Fire Department to secure an on-going blanket purchase order utilizing the cooperative agreement.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

MES has provided routine replacement of PPE for the Fire Department under this purchase order for the past year at the NPPGov pricing. Pricing under the cooperative agreement will be held for the term of the cooperative agreement, allowing the City to procure PPE as needed on a routine basis at lower than average cost.

With the approval of this first amendment (or "change order" as referenced in the City's purchase order standard terms and conditions), the amount of the purchase order will be increased by \$300,000 for a minimum of a two-year term with three successive one-year extension options.

Cooperative purchases are available for use by the City of Santa Rosa and are allowed by City Code Section 3.08-160 when advantageous to the City. Staff retains sufficient documentation as to the advantage of the cooperative purchase and this cooperative purchase is advantageous to the City because it is the result of a national solicitation that offers discounts on a vast amount of standardly purchased equipment.

Under the City's Contract/Purchase Order Modification Policy III-9, the first amendment requires approval by the City Council.

FISCAL IMPACT

Funds for this expense have been allocated in the Fiscal Year 2020-21 budget within

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the Fire Department's operating budget, and as a regular operating expenditure and will be included in subsequent years' budget requests when presented to the City Council.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

CONTACT

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