

# Mayor and Council Communication

**DATE:** 11/09/21

**M&C FILE NUMBER:** M&C 21-0838

**LOG NAME:** 13P21-0172 SCBA AND PARTS AR FD

## **SUBJECT**

(ALL) Authorize Execution of Agreements with Metro Fire Apparatus Specialist, Inc. for Self-Contained Breathing Apparatuses and Parts in a Combined Annual Amount Up to \$750,000.00 for the Fire Department and Authorize Four One-Year Renewal Options for the Same Annual Amount

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## **RECOMMENDATION:**

It is recommended that the City Council authorize agreements with Metro Fire Apparatus Specialist, Inc. for self-contained breathing apparatuses and parts in a combined annual amount up to \$750,000.00 for the Fire Department and authorize four one-year renewal options for the same annual amount.

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## **DISCUSSION:**

The Fire Department approached the Purchasing Division to procure an agreement for self-contained breathing apparatuses (SCBA) and parts. The agreement will be utilized to provide newly purchased SCBAs. The SCBA is a respirator that contains breathable air. They are used by firefighters in areas filled with smoke, toxic gas, or other contaminants that are dangerous to life and health. The parts will be used to service and maintain the SCBAs already in use by the department. In order to procure these items, staff issued an invitation to bid (ITB). ITB No. 21-0172 consisted of detailed specifications regarding the requirements for the equipment and parts. The ITB was advertised in the *Fort Worth Star-Telegram* on August 18, 2021, August 25, 2021, and September 1, 2021. The City received one bid.

Staff evaluated the bid response and recommends awarding a one-year agreement to Metro Fire Apparatus Specialist, Inc. along with four one-year options to renew. No guarantee was made that a specific amount of these items will be purchased.

**ADMINISTRATIVE CHANGE ORDER:** An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

**AGREEMENT TERMS:** Upon City Council approval, this agreement shall begin upon execution and expire one year from that date.

**RENEWAL TERMS:** This agreement may be renewed for four (4) additional one-year renewal periods. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

**BUSINESS EQUITY:** A waiver of the goal for M/WBE subcontracting requirements is approved by the Office Business Diversity, in accordance with the BDE Ordinance, because the application of the purchase of good or services is from sources where subcontracting or supplier opportunities are negligible.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and execution of the agreements. Prior to any expenditure being incurred, the Fire Department has the responsibility to validate the availability of funds.

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