



TO: Board of Contracts and Awards
FROM: James P. Duggan, Fire Chief *D*
Michael Fitzgerald, Assistant to the Chief, Budget and Finance *MF*
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Richelle Krienke, Finance/Purchasing
SUBJECT: Increase Contract for Protective Jackets and Trousers for Structural Firefighting
Request for Bids FD12-0750F, SAP Contract No. 4600009027 – September 27, 2016
DATE: August 30, 2016

SUMMARY:

The Tacoma Fire Department requests approval to increase Contract No. 4600009027 with L. N. Curtis and Sons, Seattle, Washington, by \$440,000, plus tax, and extend the term by one year to purchase additional protective jackets and trousers for structural firefighting. This increase will bring the contract to cumulative total of \$1,277,400, plus tax.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.

For their safety and performance, firefighters are required to wear special protective clothing when engaged in structural firefighting.

BACKGROUND:

ISSUE: The contract increase and extension is needed to enable the Fire Department to continue replacement of worn and damaged protective clothing for structural firefighting.

ALTERNATIVES: The City could resolicit for bids for protective clothing for structural firefighting. Along with the additional work required to complete a formal competitive solicitation, TFD safety staff would likely need to complete a new formal evaluation of available equipment. The resulting bids would almost certainly result in more cost to purchase equipment than will be the case by invoking an available one-year extension of the current contract.

COMPETITIVE SOLICITATION: This contract was originally awarded to L. N. Curtis and Sons as a result of Request for Bids Specification No. FD12-0750F in April 2013.

CONTRACT HISTORY: The original three-year contract, plus the option for two one-year renewals, was approved by Resolution No. 38658 on April 23, 2013, in the amount of \$617,400. Resolution 39323 approved a contract increase of \$220,000, bringing the cumulative total to \$837,400. This increase will bring the cumulative total to \$1,277,400, which includes \$36,380 to ratify an emergency order of protective jackets and trousers in April 2015. The proposed one-year extension is the first of two available renewal options.

SUSTAINABILITY: The following is extracted from the L. N. Curtis and Sons handbook and was provided as part of their submittal: “L. N. Curtis and Sons is committed to providing a workplace in which excellence is achieved by all employees, safely, and with consideration for the larger environment. As an employer and as employees, it is our responsibility to do our best, to follow procedures for the safe and careful conduct of our work, to treat others decently, and to protect the environment from potentially negative effects of our business.” Their daily practices include goals related to energy, health, resources,



and respect. L. N. Curtis is committed to purchasing and using Energy Star rated equipment, appliances, and lighting, as well as encouraging the use of public transportation and walking before using a vehicle. They also recycle everything that can be recycled, and purchase supplies made with recycled content and products that can be used more than once and/or recycled. In addition, they utilize electronic and digital devices before using paper/printed based communication such as faxes or printed copies, as well as biodegradable cleaning products. They also properly discard toxic materials and use products that don't off-gas chemicals into the workspace.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Tacoma Fire Department recommends that the contract with L. N. Curtis and Sons, Seattle, Washington, be extended for one year and increased by \$440,000, plus tax, to a cumulative total of \$1,277,400, plus tax, to purchase additional protective jackets and trousers for structural firefighting.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 General Fund	253000	5210400	\$374,000
1155 EMS Special Revenue Fund	609100	5210400	\$66,000
TOTAL			\$440,000

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
TOTAL			

POTENTIAL POSITION IMPACT:

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
(Not Applicable)			
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.



FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$88,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

FINANCE PURCHASING

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