



DATE: November 15, 2006
TO: Honorable Mayor and City Council
FROM: Fire Department
SUBJECT: **PURCHASE ORDERS OVER \$50,000**

SYNOPSIS

Staff recommends that the City Council approve annual purchase orders for the purchase of equipment, supplies, materials and services in amounts over \$50,000 from various Fire Department funds; and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

BACKGROUND

Each fiscal year, the Fire Department estimates the quantity of special equipment, supplies and materials that will be needed for fire and emergency medical response operations during the next twelve months. Purchase requisitions are then submitted to obtain the required equipment and supplies. Staff procures three bids, unless the purchase is a sole source item. The vendor or supplier is selected on criteria of most applicable product and best service for the needed purpose at the lowest cost.

ANALYSIS

The Fire Department has reviewed its spending practices and recognized that many routine functions require purchases that will exceed \$50,000 during the fiscal year. A selection process to determine the best price from each vendor considering quality, performance and availability was conducted. This information, as well as the method of purchase, is provided below.

Vendor	Supplies/Services	Department Expenditures	Method of Purchase
All Star	Personal Protective Equipment	\$168,433	Competitive Bid
HIRT	City of Oceanside's portion of the San Diego County HIRT	\$152,000	Sole Source
Boundtree	Medical Supplies and Equipment	78,000	Competitive Bid
Zoll	Cardiac monitor replacement	61,850	Sole Source

LN Curtis	Fire Apparatus Tools and Equipment	\$110,000	Competitive Bid
Mallory	Fire Breathing Apparatus	\$90,000	Sole Source
FS3	Fire Apparatus Extrication Equipment	\$95,000	Sole Source

FISCAL IMPACT

In the adopted budget for fiscal year 2006-2007, City Council approved funds for these purchases. The Fire Department may purchase similar equipment, supplies and materials from different vendors at different costs. Multiple vendors are utilized to minimize service/supply disruptions that could delay acquisition and potentially endanger public safety.

COMMISSION OR COMMITTEE REPORT

Does not apply

CITY ATTORNEY'S ANALYSIS

Does not apply

RECOMMENDATION

Staff recommends that the City Council approve the annual purchase orders for the purchase of equipment, supplies, materials and services in amounts over \$50,000 from various Fire Department funds, and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

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