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DATE: December 17, 2014

TO: Honorable Mayor and City Councilmembers

FROM: Fire Department

SUBJECT: **APPROVAL OF AN INCREASE TO AN APPROVED PURCHASE ORDER FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT**

### **SYNOPSIS**

Staff recommends that the City Council approve an increase in an amount not to exceed \$50,000 to a previously approved purchase order originally issued in the amount of \$50,000 to All Star Fire Equipment Inc. for the purchase of personal protective equipment (PPE), materials and supplies for the Fire Department, revising the total purchase order amount to \$100,000; and authorize the Financial Services Director, or designee, to revise the purchase order amount.

### **BACKGROUND**

Each fiscal year, the Fire Department estimates the quantity of PPE, materials and services that will be needed for fire and emergency medical response operations during the next 12 months. Purchase requisitions are submitted to obtain the required equipment, materials and supplies. Existing bids, sole source or federal/state/city contract bid lists are being used for such purchases. The vendor is selected based on the criteria of most applicable product and best service for the needed items at the lowest price.

### **ANALYSIS**

In the approved June 25, 2014 Staff Report, Item 6, the Fire Department identified \$50,000 to be used for PPE purchases from All Star Fire Equipment Inc.

The Fire Department has reviewed its purchases of personal protective equipment from this vendor for the current fiscal year and has determined that the \$50,000 stated in the staff report is not sufficient to cover the cost of this special equipment.

After careful analysis, it was decided that an increase in the amount of \$50,000 to the approved purchase order is necessary for an additional amount needed to pay for additional PPE, materials and supplies for the remainder of FY2014-2015.

**FISCAL IMPACT**

The purchase order for All Star Fire Equipment Inc. will be paid from account 550552101.5355. Currently, the account has an available budget balance of \$297,000. Therefore, sufficient funds are available. The funding source is General Fund revenues.

**INSURANCE REQUIREMENTS**

Does not apply.

**COMMISSION OR COMMITTEE REPORT**

Does not apply.

**CITY ATTORNEY'S ANALYSIS**

Purchases should be made according to the procedures set forth in Chapter 28A of the City Code.

**RECOMMENDATION**

Staff recommends that the City Council approve an increase in an amount not to exceed \$50,000 to a previously approved purchase order originally issued in the amount of \$50,000 to All Star Fire Equipment Inc. for the purchase of personal protective equipment (PPE), materials and supplies for the Fire Department, revising the total purchase order amount to \$100,000; and authorize the Financial Services Director, or designee, to revise the purchase order amount.

PREPARED BY:

  
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Alicia Mendoza  
Administrative Analyst II

SUBMITTED BY:

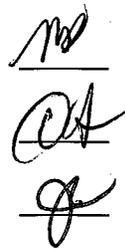
  
\_\_\_\_\_  
Steven R. Jepsen  
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Assistant City Manager

Darryl Hebert, Fire Chief

James Riley, Financial Services Director

  
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ATTACHMENTS:

- 1. Original Purchase Order
- 2. Invoice Dated 10/23/14



# City of Oceanside

300 N. Coast Hwy, Oceanside, CA 92054

**\* Original \***

<b>Shipped From</b> Allstar Fire Equipment Inc. 12328 Lower Azusa Road Arcadia CA 91006		<b>Ship To</b> City of Oceanside Fire Department 4925 Oceanside Blvd. Oceanside CA 92056		<b>P.O. No.</b> 1002211
<b>Ordered</b> 7/10/2014	<b>Requested</b> 7/10/2014	<b>Comments</b> Approved by City Council 6/25/14, Item #6. PO requested by Alicia Mendoza. Per FY 14/15 Adopted Budget approved by CC 6/11/14, Item #20.		<b>Date</b> 7/10/14
				<b>Branch/ Plant</b> 550552101
				<b>Page</b> 1

Line	Rev	Description/Supplier Item	Ordered Uom	Unit Price	Pa /Um	Extended Price	Account Number
1.000	0	Turnout Coats-SAFER	LS	0.00		12,131.90	550552101.5355
2.000	0	Hanging Patch-SAFER	LS	0.00		452.10	550552101.5355
3.000	0	Turnout Pants-SAFER	LS	0.00		7,086.75	550552101.5355
4.000	0	Coats/Pants	LS	0.00		28,755.59	550552101.5355
5.000	0	Sales Tax	LS	0.00		1,573.66	550552101.5355
<b>Total Order</b>						<b>50,000.00</b>	

*[Signature]*  
PURCHASING OFFICER

7/10/14  
DATE

<b>Total Order</b>	59,000.00
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# INVOICE

**INVOICE NUMBER: 177128**
**INVOICE DATE: 23-Oct-14**
**DATE SHIPPED: 20-Oct-14**
**PAYMENT TERMS: NET 30**
**ALLSTAR FEDERAL TAX I.D. NUMBER: 95-4326274**
**PURCHASE ORDER: 1002211**
**SOLD TO: City Of Oceanside Fire Department  
Attention: Accounts Payable  
300 North Coast Hwy  
Oceanside, CA 92056**
**SHIP TO: Oceanside Fire Sta 3  
Attn: Mark Barnett  
4295 Oceanside Blvd.  
Oceanside, CA 92056**
**MARK FOR: 1002211**
**SHIPPED VIA: DROP SHIPPED**
**CODE: 26**
**111651**

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
7	EA	Lion Janesville V-Force Black PBI Max Outer Shell Turnout Coats, per San Diego Specs. CVFM-K7, Zipper / Hook & D Closure and Scotchlite Triple Trim Sizes: 1) 52ch x 321 x Lsl M/F: Driessen 5) 46ch x 351 x Rsl M/F: Finstuen, Keener, Minogue, Myers, Dorse 1) 44ch x 351 x Lsl M/F: Dyal	\$1,141.50	\$7,990.50
7	EA	LTSL3YNS 3" L/Y Scotchlite Letters Sewn Directly on Upper Back: OCEANSIDE	Incl.	Incl.
7	EA	LP34 Black PBI Max Hanging Patch on Bottom of Coat	\$43.20	\$302.40
7	EA	LTSL2YNS 2" L/Y Scotchlite Sewn-On Letters to Hanging Name Patch Below Hem: FF Last Name	Incl.	Incl.
7	EA	LPV13 Velcro for Hanging Patch	Incl.	Incl.
7	EA	LPS6 Snaps for Hanging Patch	Incl.	Incl.

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENSION
27	EA	Lion Janesville V-Force Belted Black PBI Max Turnout Pants, per San Diego Specs., with Scotchlite Triple Trim on Cuffs, PVFM-K7 Sizes: 1) 34S M/F: Corrales 6) 34R M/F: Shelton, McGee, Fernandes, Hunt, Nicol, Varey 1) 36R M/F: Vilogron 2) 38R M/F: Miller, Martinez 1) 40R M/F: Myers 1) 42R M/F: Overton 2) 34L M/F: Henry, Dorse 5) 36L M/F: Bowers, Farnham, Harshman, Morgan, Schraeder 2) 34XL M/F: Blawusch, Dyal 4) 36XL M/F: Finstuen, Stotts, Minogue, Thomas 2) 40XL M/F: Driessen, Keener	\$666.80	\$18,003.60

Make all checks payable to: ALLSTAR FIRE EQUIPMENT  
 12328 Lower Azusa Road  
 Arcadia, California 91006

SUBTOTAL \$26,296.50  
 8.0% TAX \$2,103.72  
 SHIPPING CHARGES \$0.00

**TOTAL \$28,400.22**

If you have any questions regarding this invoice, please call Customer Service at (626) 652-0900

*Allstar Thanks You for Your Business !!!*

APPROVED BY: MAH

I hereby certify that all materials specified hereon have been received, checked and are in acceptable condition and or services have been satisfactorily performed and accepted.

Beverly Shapiro  
 Signature Date

I hereby certify that payment is in accord with existing contracts or agreements. The account number and net amount to charge to each account are correct and that the funds are debited.

Order # 1002211

Invoice No. 550552101.5355

Appr for Pay \_\_\_\_\_  
 Signature Date

Remark (Optional) Approved 11-13-14