

CITY OF HUNTINGTON BEACH

MEETING DATE: January 18, 2005

DEPARTMENT ID NUMBER: FD 05-003

Council/Agency Meeting Held: _____	City Clerk's Signature _____
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date:                      January 18, 2005	Department ID Number:                      FD-05-003

RECEIVED  
 CITY CLERK  
 CITY OF  
 HUNTINGTON BEACH, CA  
 2005 JAN -5 A 9:51

CITY OF HUNTINGTON BEACH  
REQUEST FOR COUNCIL ACTION

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**SUBMITTED BY:** PENELOPE CULBRETH GRAFT, City Administrator *Penelope Culbreth Graft*

**PREPARED BY:** DUANE OLSON, Fire Chief *DO*

**SUBJECT:** APPROVE SOLE SOURCE PROCUREMENT FOR FIREFIGHTER TURNOUTS

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)

**Statement of Issue:** Administrative Regulation 229 requires City Council approval for all sole source procurements over \$50,000. The Fire Department is requesting approval of sole source procurement for purchase of Firefighter Turnouts.

**Funding Source:** Funds are budgeted in the Homeland Security Grant business unit 76765301.83600.

**Recommended Action:** MOTION TO:

Approve sole source procurement from Allstar Fire Equipment for the purchase of Firefighter turnouts.

**Alternative Action(s):** Do not approve the sole source procurement and instruct staff on how to proceed.

**Analysis:** All 131 Huntington Beach Fire Department safety personnel wear firefighter turnout protective clothing on emergency responses. Much of this essential protective clothing is in need of replacement. The majority of the Department's turnout clothing exceeds the industry's recognized life expectancy of seven years.

Due to a lack of available City funding to replace turnouts, the Fire Department competed for and obtained FEMA grant funding through the Federal Assistance to Firefighters

E-4

# REQUEST FOR COUNCIL ACTION

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**Analysis:** (continued)

Program. This award includes \$72,162.87 for the grant award and a 30% City matching fund requirement of \$30,926.94.

This funding will be used to replace 89 sets of turnouts. In order to replace existing sets, Firefighters must be measured and fitted. It is crucial that the turnouts be made to the exact measurements in order to provide personnel maximum flexibility. Using a local vendor is critical to the success of this purchase.

Allstar Fire Equipment has been utilized by the Fire Department for turnout purchases for several years. The Department recently surveyed numerous vendors and Allstar continues to have the best pricing, along with being located in Southern California. They also provide a product line that meets Fire Department standards.

**Environmental Status:** None.

**Attachment(s):**

City Clerk's Page Number	No.	Description
3	1	Sole Source Justification.

RCA Author: Olson/Pelletier/Justen

E-4.2

# ATTACHMENT 1

E-4.3

OR  
OP/OC

### SOLE-SOURCE JUSTIFICATION

For use on all goods and services acquisitions.

This justification document consists of two (2) pages. All information must be provided and all questions must be answered. The "Required Approvals" section must include a date for each signature, as appropriate for the transaction.

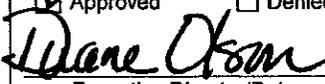
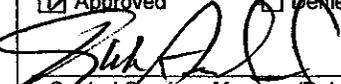
Requesting Department Information	
<b>Requestor Name:</b> Jacques Pelletier	<b>Division Manager:</b> Jacques Pelletier, Division Chief, Operations <small>(Type names. Do not sign.)</small>
<b>Department:</b> FIRE	<b>Department Head:</b> DUANE OLSON <small>(Type names. Do not sign. Must be same as signature below.)</small>

Department Contact Information	
<b>Contact Name:</b> ART WEIR	<b>Street Address:</b> 17371 GOTHARD STREET HUNTINGTON BEACH, CA 92647
<b>Telephone:</b> (714) 536-5460	<b>Shipping Address:</b> SAME AS ABOVE
<b>FAX:</b> (714) 960-8873	
<b>Cellular phone:</b> N/A	

Required Contact Information		
<b>Contractor/Supplier Name:</b> ALLSTAR FIRE EQUIPMENT		
<b>Contractor/Supplier Address:</b> 12328 LOWER AZUSA ROAD, ARCADIA, CA 91006		
<b>Original Contract Amount:*</b> \$103,089.81 <small>(*Includes original contract and previously approved amendments)</small>	<b>Amendment Amount:*</b> (if applicable) \$N/A <small>(*Current amendment only)</small>	<b>New Contract Amount: *</b> \$ 103,089.81 <small>(*Includes original contract and all amendments, including current amendment)</small>

**Provide a brief description of the acquisition, including all goods and/or services the contractor will provide:**  
 PURCHASE OF 89 SETS OF FIREFIGHTER TURNOUT PROTECTIVE EQUIPMENT. PURCHASE INCLUDES 89 LION/BODYGUARD LIBERTY COATS AND PANTS MADE TO Hbfd SPECIFICATIONS. H-BACK SUSPENDERS WILL BE PROVIDED BY THE VENDOR FOR EACH SET OF TURNOUTS AT NO ADDITIONAL COST. THE VENDOR IS ALSO RESPONSIBLE FOR THE MEASUREMENT AND FIT OF END PRODUCT

Contract Type and Term			
<b>Contract Type:</b> Select One: <input type="checkbox"/> Goods <input type="checkbox"/> Service <input type="checkbox"/> Goods & Services	<b>Contract Term:</b> Begin: _____ End: _____	<b>What account number will be used to purchase</b> Bus Unit <u>76765301</u> Obj. Code <u>83600</u>	

Required Approvals			
<b>Department Head</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied  Executive Director/Date	<b>Central Services Manager</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied  Central Services Manager/Date	<b>Administrative Services Director.</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied  Adm. Services Dir. /Date	<b>Assistant City Administrator</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Assist. City Adm./Date (Transactions exceeding \$50,000 must be council approved)

Remit completed form to: Central Services Division  
2000 Main St, Huntington Beach, CA 92648

E-4.4

Complete responses must be provided for all of the following items.

**A. THE GOOD/SERVICE REQUESTED IS RESTRICTED TO ONE SUPPLIER FOR THE REASONS STATED BELOW:**

**1. Why is the acquisition restricted to this goods/services/supplier?**

(Explain why the acquisition cannot be competitively bid.)

Firefighter personnel must be measured for fit and it is critical the suits are made to the exact measurements. The vendor is located in the area, which helps expedite the order process. Also, because the vendor is responsible for the measurements, he will also be held responsible for any errors at his cost. In the past, the Fire Department has had to purchase additional suits because of inaccurate measurements.

**2. Provide the background of events leading to this acquisition.**

The Fire Department has obtained Federal FEMA Assistance to Firefighters Grant funding for the purchase of this item.

**3. Describe the uniqueness of the acquisition (why was the good/service/supplier chosen?)**

The Fire Department has been doing business with this vendor for several years and, in addition to excellent pricing, he has provided reliable and responsive service. He is also the only California vendor licensed to provide *Lion* brand turnout materials. These materials include *Isodri Brass Fusion*, a proprietary product that only Allstar carries. Both the inner and outer shells of the turnouts include Isodri, which release moisture and vapors from the product and prevents steam burns.

**4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?**

Needless expenditure of funds since he provides the best pricing, is a local vendor, and the only one who can provide Lion products which include Isodri Brass Fusion (described in number 3 above). Using vendors outside of Southern California could result in inaccurate measurements, time delays, etc. Using products without the unique feature of Isodri could actually result in injuries to our safety personnel.

**5. What market research was conducted to substantiate no competition, including evaluation of other items considered?**

(Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The names and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

The Fire Department contacted other vendors for price comparisons of the same product and Allstar had the best pricing. We also compared other technologies and Isodri provides the best protection for our firefighting personnel.

**B. PRICE ANALYSIS**

**1. How was the price offered determined to be fair and reasonable?**

(Explain what the basis was for comparison and include cost analyses as applicable.)

By comparison with: 1. Past purchases of this same equipment and 2. Pricing from other vendors out of the area. Again, the out of the area vendors could incur needless expenditures, as described in number A 1 above.

2. Describe any cost savings realized or costs avoided by acquiring the goods/services from this supplier. Some of this was described in Number 4 above regarding returns to a vendor outside of Southern California. Also, other out of state vendors charge more for this product, which would be a needless expenditure of funds.

E-4.5



Huntington Beach

**CITY OF HUNTINGTON BEACH**  
2000 Main Street Huntington Beach California 92648

**CENTRAL SERVICE DIVISION**

December 17, 2004

All Star Fire Equipment  
12328 Lower Azusa Rd  
Arcadia CA 91006

Attn: Lazaro Martinez, Ned Patterson

Subject: Lion BodyGuard Liberty Turnouts

Dear Lazaro,

This is to serve as letter of intent for the City of Huntington Beach to purchase the following:

89/ea Lion BodyGuard Liberty Coats  
89/ea Lion BodyGuard Liberty Pants  
89/ea Lion SB342 H-Back Suspenders

As stated above, this is a letter of intent only. For your information, the above purchase will require City Council approval on January 18<sup>th</sup>, 2005. Once approved, a purchase order will be issued to you.

If there are any questions please contact me at 714/374-1569.

Sincerely,

Marilyn Goldstein  
Buyer

/mg

E-4.6

ALLSTAR Turnout gear

12/23/2004 7:10 AM

# ALLSTAR

**Fire Equipment Inc.**

December 17, 2004

City of Huntington Beach  
Purchasing Department Marilyn Goldstein  
Re: Sole Source

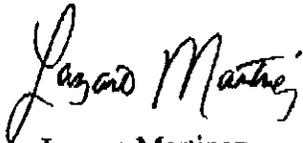
Dear Ms. Goldstein,

As per our conversation of earlier this afternoon I want to fax a formal letter to your Purchasing department informing you that Allstar Fire Equipment is the sole source Turnout distributor for Lion Apparel, in the State of California.

Should you wish to confirm the validity of this statement, you may do so by contacting Lion Apparel at their corporate offices in Dayton, OH. The toll free phone no. is 1-800-548-6614, you can ask to speak with Dennis Smith who is the Vice President of Sales and Marketing. The other point of contact is John Nash, our local western regional sales manager for Lion Apparel. His phone no. is 714-803-6321.

Should you have any additional questions or concerns, please feel free to contact me at my mobile number 626 255-0433. I thank you for your time and consideration of our products and look forward to a long working relationship with your department.

Regards,



Lazaro Martinez  
Regional Sales Manager  
Allstar Fire Equipment

E-47

Intentionally

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