



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Authorize the Issuance of a Purchase Order to L.N. Curtis & Sons for the Purchase of Fire Protective Clothing, Equipment and Fire Safety Supplies for the Department of Public Safety (F20-085)

REPORT IN BRIEF

Approval is requested to issue a blanket purchase order to L.N. Curtis & Sons (L.N. Curtis) of Oakland, CA, in the amount of \$245,000 for fire protective clothing, equipment and safety supplies for the Department of Public Safety for a one-year period. Additionally, approval is requested to authorize the City Manager to modify and renew the purchase order for two additional one-year periods, not-to-exceed budgeted amounts, provided pricing and service remain acceptable to the City.

EXISTING POLICY

Pursuant to Section 2.08.040 of the Sunnyvale Municipal Code, City Council approval is required for the procurement of goods and/or services exceeding \$100,000 in any one transaction.

Further, Section 2.08.070(b)(3) of the Sunnyvale Municipal Code exempts from competitive bidding those purchases in which solicitations of bids or proposals would be impractical, unavailing or impossible.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environmental.

BACKGROUND AND DISCUSSION

The Department of Public Safety uses a wide variety of firefighting clothing, equipment and supplies to support fire safety operations. Examples of these items include fire turnouts (protective clothing), thermal imaging cameras, hazmat meters and monitors, helmet shields, gloves, goggles and fire hose. The recommended pieces of equipment and clothing are reviewed by an internal committee within the Department of Public Safety (DPS) to ensure they meet the most current state standards or recommended by the National Fire Prevention Association (NFPA). L.N. Curtis & Sons (L.N. Curtis) has been the City's distributor of firefighting clothing, equipment, supplies and services for approximately 20 years and has provided superior service and broad product selection during that time. Furthermore, L.N. Curtis supplies firefighting equipment to many public safety agencies in the greater bay area and throughout California while also having many distribution centers throughout the country.

L.N. Curtis maintains a large stock of firefighting equipment and other firefighting appliances in their Oakland warehouse from many different suppliers, which allows items to be delivered quickly or, if necessary, picked up the same day while also providing immediate access to turnouts and their repair. The timeliness of delivery and service is of the essence as much of the equipment is essential for day to day operations. Additionally, L.N. Curtis is responsive, consistently competitive with its pricing and does not charge shipping for items from their warehouse which cuts down on costs. Finally, L.N. Curtis is the only known distributor on the West Coast of DPS current brand of fire protective clothing.

In addition to the supplies and services purchased directly by DPS, Central Stores purchases boots and shield hoods from L.N. Curtis under a separate contract awarded under the City Manager's authority. These items are accessed by Public Safety through the warehouse inventory process.

Based on L.N. Curtis service, selection and pricing, and in consideration that there are no other local distributors that can provide this same combination, staff is recommending a competitive exemption from the solicitation process as a competitive process would not likely identify a competitor in this area and would be impractical. Therefore, staff is requesting an initial one-year contract, and for the City Manager to be authorized to amend and renew the purchase order for two additional one-year periods, not-to-exceed budgeted amounts, if pricing and service remain acceptable to the City.

FISCAL IMPACT

Funding for the purchase of fire protective clothing, equipment and fire safety supplies is available in the FY 2019/20 Adopted Budget in the Department of Public Safety operating budget in the Fire Services program, various recruitment projects for equipment for new recruits, and in the public safety equipment replacement account.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

Take the following actions:

- Authorize the issuance of a blanket purchase order in substantially the same form as Attachment 1 to the report in the amount of \$245,000 to L.N. Curtis & Sons; and
- Authorize the City Manager to amend and renew the purchase order for two additional one-year periods, not-to-exceed budgeted amounts, provided pricing and service remain acceptable to the City.

Prepared by: Gregory S. Card, Purchasing Officer

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Phan S. Ngo, Chief, Public Safety

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Draft Blanket Purchase Order