



City of Richmond

Report to Committee

To: Community Safety Committee

Date: July 29, 2019

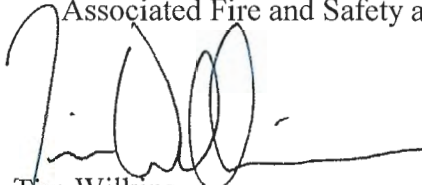
From: Tim Wilkinson
Fire Chief

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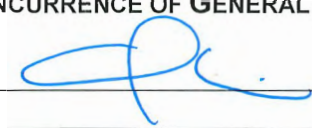

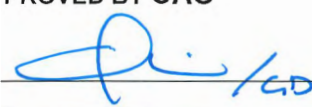
Re: **Award of Contract 6331F
Supply, Service and Delivery of Turnout Gear (Personal Protective Equipment)**

Staff Recommendation

1. That staff be authorized to award a contract to Associated Fire and Safety, for the supply, service and delivery of turnout gear (Personal Protective Equipment), as outlined in the report titled "Award of Contract 6331F – Supply, Service and Delivery of Turnout Gear (Personal Protective Equipment), for Fire-Rescue emergency response personnel, dated July 29, 2019 from the Fire Chief Tim Wilkinson; and
2. That the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute, on behalf of the City, an agreement for the supply, service and delivery of Turnout Gear (Personal Protective Equipment), as outlined in the staff report with Associated Fire and Safety at the rates quoted for a five-year term.



Tim Wilkinson
Fire Chief
(604-303-2701)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The City of Richmond contracts for the supply, inspection and maintenance of personal protective turnout gear jacket and pant ensembles. Richmond Fire-Rescue (RFR) staff perform in-house cleaning and inspection services to a minimum certified level and, in order to meet national standards, this equipment needs to be inspected annually by a recognized, independent inspection facility. Associated Fire and Safety proposed a combined service of provision, inspection and maintenance of the inventory for RFR.

As the total value over the proposed contract term exceeds \$500,000, the Officer and General Manager Bylaw No. 8215 stipulates Council approval.

Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

Notice Process

This report follows a Notice of Intent to Contract (NOITC 6331F) posted on BC Bid on March 20, 2019 that was available for challenge until April 3, 2019. The NOITC confirmed the intention of the City to enter into a contract with the incumbent supplier of turnout gear, Associated Fire and Safety for a five-year term. At the closing of the NOITC there were no challenges or responses from other industry suppliers.

Review Process

Associated Fire and Safety is the incumbent supplier of turnout gear to RFR and were originally contracted by the City of Richmond in 2012 to provide turnout gear following a competitive procurement process (RFQ 4568Q) that was originally advertised on BC Bid in 2011.

A key goal at the time was for RFR to standardize turnout gear to ensure staff familiarity, interoperability, compatibility and serviceability; that key goal is still current and necessary for RFR to maintain efficient operation staff training and staff familiarity.

After the closing of the notice period, Associated Fire and Safety submitted a financial proposal to the City that meets specified needs for the ongoing supply, inspection, service and delivery of turnout gear over a five-year term.

Contract Term

Staff recommend that the City award to Associated Fire and Safety a contract to supply, service and deliver turnout gear for a five-year term to commence.

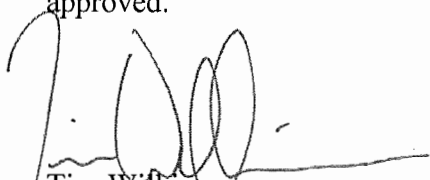
This contract award value presents an increase in overall costs for turnout gear compared against the previous five-year term. Projected increases will be attributed to additional emergency response staff being added to the deployment roster at RFR over the next three years. The contract will combine procurement, advanced inspection and maintenance services creating efficiencies in down-time when gear is being repaired. One further driver for an increased total value is an increase in base materials costs. Costs to the City will increase an average of 3.5% per year from current costs and the total value of this contract award is approximately \$885,000 for the five-year term.

Financial Impact

Funding for the first year of the contract is included in the operating budget and this contract will be included in the 5 Year Financial Plan (2020-2024) accordingly.

Conclusion

Associated Fire and Safety has been the City’s supplier of turnout gear to RFR since 2012 and have consistently demonstrated their ability to meet RFR’s supply and service expectations since being awarded the contract. Staff therefore recommend the award of a new five-year contract be approved.



Tim Wilkinson
Fire Chief
(604-303-2701)

TW:jw