



October 12, 2020

Council Meeting of October 20, 2020
Subject: Sole Source Purchase – Self Contained Breathing Apparatus

The Honorable Mayor
And
Members of the City Council

Ladies and Gentlemen:

A sole source purchase of Self Contained Breathing Apparatus (SCBA) from 5 Alarm of Delafield, WI is requested. This purchase will require a mid-year budget adjustment to the FY 2021 CIP that will allow the Fire Department to take advantage of lower costs and other incentives that total \$98,953 in savings. The purchase will include fifty (50) MSA SCBAs and related accessories at a total cost of \$374,894. If purchased after November 1, 2020, the total cost would increase to \$473,847.

The bid/quote was reviewed and found to be in order and in compliance with Fire Department specifications. City Council is requested to award the purchase of fifty (50) SCBA units and accessories to the sole source supplier 5 Alarm of Delafield, WI, in the total amount of \$374,894. Funds are available in the Fire Department’s equipment revolving fund for this purchase.

A resolution is attached for Council’s consideration.

Respectfully submitted,

Mark C. Meyers
City Administrator

MCM/adc
Attachment

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

R E S O L U T I O N

WHEREAS, bids were requested and received by Norton Shores Fire Department for firefighter Self Contained Breathing Apparatus (SCBA); and

WHEREAS, the bids were solicited as part of a countywide joint purchasing program for available purchase by all County fire departments; and

WHEREAS, the bids were reviewed and found to be in compliance with the Norton Shores Fire Department specifications; and

WHEREAS, the purchase will require a mid-year budget adjustment to the Fiscal Year 2021 Capital Improvement Program (CIP) in the amount of \$374,894; and

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the Fiscal Year 2021 CIP budget and awards the purchase of fifty (50) firefighter self-contained breathing apparatus (SCBA) including accessories to the sole source supplier, 5 Alarm of Delafield, WI in the amount of \$374,894 and authorizes the sale of the used SCBA equipment.

At a regular meeting of the City Council of the City of Norton Shores, held remotely, on the 20th day of October 2020, the foregoing resolution was moved for adoption by Council Member

_____. The motion was supported by Council Member _____.

Ayes:

Nays:

Shelly Stibitz, City Clerk



Internal Memo

September 30, 2020

To: Mark Meyers, City Administrator
From: Robert Gagnon, Fire Chief
Subject: SCBA Sole Source Purchase

The fire departments SCBAs have historically been on a 5-year replacement plan and built into the department's equipment revolving fund. The current SCBAs have been in service for approximately 8 years, due to a 6 year rebuild, completed in FY 2018, of key components recommended by the manufacturer. A replacement of the SCBAs was planned to be presented at the upcoming FY2022 budget process.

An SCBA committee was established and consists of members from other departments who are also in need of SCBAs. The committee members met and are in the process of reviewing 3 different manufacturers style of air packs. Per Lt. Chartier, who sits on the committee as the NSFD representative, a majority of the group, including Lt. Chartier, are leaning towards the manufacturer providing MSA air packs. Reason being, the air packs meet all needed specifications and could be interchangeable with departments to our south in northern Ottawa County.

While the committee is still awaiting feedback from the other departments wishing to be part of the joint purchase, it has been brought to my attention that the manufacturer MSA is offering a special buy one air bottle get the 2nd for free limited time offer expiring in October 2020. This offer would result in a savings of \$55,000 as we plan to purchase 50 air packs with 50 spare bottles. With the savings above the total cost to purchase is \$374,894, and the County, per the ARFF agreement will reimburse us for three (3) packs at a cost of \$21,867.

In addition, we were notified of a scheduled price increase on various components of the air packs, including bottles, beginning November 1st. The overall saving to be realized if we choose to purchase SCBAs now, ahead of the FY 2022 budget cycle would be \$98,953.

With the recommendation from Lt. Chartier that MSA is the preferred air pack that meets all of NSFD's specifications, I would recommend we consider purchasing the MSA air packs now, ahead of the FY2022 budget process, taking full advantage of the \$98,953 savings. I am recommending a sole source purchase be made through 5 Alarm out of Delafield, WI. The department has had great success using 5 Alarm in the past for various other department purchases.

Please let me know if you have any questions or would like to discuss further.