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**INTEROFFICE**

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**MEMORANDUM**

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*To: Melissa Marsh, City Manager*

*From: Greg Lelito, Fire Chief*

*Re: AFG Grant Purchase*

*Date: 11/30/22*

*CC: Amy Misczak, HR Director/Purchasing Coordinator*

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This past September, the Fire department was awarded an Assistance to Firefighter Grant (AFG) for (2) turnout gear washers and (2) turnout gear dryers, one for each fire station totaling \$60,000. The AFG grant approved \$54,545.45 of Federal funding. The City must contribute 10% of the remaining grant amount up to \$5,454.55.

On October 25, 2022, two separate bid packages were posted on the Michigan Intergovernmental Trade Network (MITN), one outlining the gear washer specifications and another for the gear dryer. On November 8, 2022, the washer bids were opened, with three vendors responding, and on November 9, 2022, the dryer bids were opened, with two vendors responding. All submittals met all the requirements outlined in the bid specifications.

Staff and I recommend that the Council award the AFG purchase to the following lowest qualified vendors:

Vendor	Quantity	Description	Unit Price	Total Amount
Universal Laundry Machinery	2	UniMac 40lb. Turnout Gear Washer, including freight and installation	\$12,234.00	\$24,468.00
Ram Air Gear Dryer	2	Gear Dryer TG-6H, including freight	\$11,902.91	\$23,805.82

Grand Total      \$48,446.44

The AFG grant will fund \$44,042.22 of the total, and the remaining \$4,404.22 will be funded by the City's 10% match.

If you have any questions or comments, I would be happy to address them at your convenience.