City Council Meeting
Agenda Item
Data Sheet

Meeting Date: June 19, 2023

Topic:

Authorize the City Manager to execute the necessary documents to enter into Buyboard Contract #698-23, with Casco Industries, Inc. for the purchase of Hose, Firefighting, and Personal Protective Equipment in excess of $50,000 for Fiscal Year 2022-2023, in accordance with the Purchasing and Bidding Policy. This expenditure is within the Fiscal Year 2023 Budget.

Background:

Authorize the City Manager execute the necessary documents to enter into BuyBoard Contract # 698-23 for the purchase of Fire Department Hose, Firefighting and Personal Protective Equipment from Casco Industries, Inc.

Administrative Policy No. 9 – Purchasing and Bidding Policy requires City Council approval for individual or aggregate vendor purchases exceeding $50,000. The annual spend for vendor, Casco Industries, is approaching $50,000 for Fiscal Year 2022-2023. To ensure compliance with the Purchasing and Bidding Policy, Staff is requesting approval of the purchases.

Casco Industries is a vendor that provides hose, firefighting, and personal protective equipment to the Fire Department. Due to supply chain issues, 2 previous purchase orders that were carried over into the FY23 budget for structural firefighting clothing and equipment, have caused the annual spent to approach $50,000. Due to the 9 new firefighters hired for fire station 4 and replacement for expiring personal protective equipment, we expect to spend a total of $115,000.00.

Origination: Fire Department

Recommendation:

Approval

Party(ies) responsible for placing this item on agenda: Joe Sykora, Fire Chief

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: x No: _____ If yes, specify Account Number: #100-142/145-6107/6143

If no, funds will be transferred from account # _____ To account # _____

Signed Joe Sykora 06/13/2023 Approved by _____

Staff Member Date City Manager Date