

City Council – Action Request Form

Date: May 14, 2024

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: W. Patrick Pate, City Manager
Trey Mayo, Fire Chief
Darren Redfield, Purchasing Director

Council Action Requested:

Resolution Awarding a Purchase Order for Engine 16 Equipment

Strategic Focus Area: Service Excellence

Strategic Objective: N/A

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The Fire Department budgeted to purchase new equipment for Engine 16. This equipment is essential in providing the expected emergency response to the community.

City/County Purchasing advertised a formal purchase bid for the following equipment: hoses and appliances, fans, hand lights, extinguishers, thermal imaging camera kit, salvage covers, rope, emergency tools, vehicle lockout equipment, EMS equipment, and traffic cones. Bids were opened on March 20, 2024.

Most vendors cannot supply all the items requested in the bid document; therefore, vendors are allowed to submit prices for the products they supply, with awards made to the lowest responsible, responsive vendor meeting specifications for each item. The small equipment purchases under \$100,000 will be approved by the City Manager.

The lowest bidder for the following equipment is Atlantic Emergency Solutions, Inc. (Manassas, VA): hoses and appliances, fans, thermal imaging camera kit, salvage covers, and tools and equipment. It is recommended that a purchase order be awarded to Atlantic Emergency Solutions, Inc. in the amount of \$149,893.24.

This equipment purchase was approved in the FY 2023-2024 budget.

M/WBE comment: There are no known M/WBE vendors that provide this equipment. See Exhibit A for workforce demographics of the recommended vendor.

Committee Action:

Committee _____	Action _____
For _____	Against _____

Remarks: _____