



CITY OF FRISCO

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**FRISCO  
FIRE**

## Memorandum

**To:** Daniel Ford, Purchasing Manager

**Cc:** George Purefoy, City Manager  
Henry J. Hill, Deputy City Manager  
Lee Glover, Assistant Fire Chief 

**From:** Mark Piland, Fire Chief 

**Date:** October 19, 2016

**Subject:** Request for City Council consideration for the approval of a purchase order to Hoyt Breathing Air Products for the annualized purchase of Self Contained Breathing Apparatus (SCBA) Repairs and Testing during FY 2016-2017

Attached for your consideration is a purchase order request in the amount of \$19,114 to Hoyt Breathing Air Products of Quinlan, Texas, for the annualized purchase of Self Contained Breathing Apparatus (SCBA) Repairs and Testing. We have carried an open purchase order with Hoyt in previous fiscal years and would like to continue the same practice during FY 2017.

The Fire Department annually conducts SCBA required testing and completes necessary repairs to the Department Inventory (*some repairs are completed in-house while others are completed by a third-party vendor*). Anticipated purchases for FY 2017 include the following:

- SCBA Cylinder Testing - \$2,364;
- SCBA Flow Testing - \$3,750;
- SCBA Repair Parts (In-House Repairs) - \$8,000;
- SCBA Parts and Labor for Third-Party Vendor Repairs - \$5,000.

The pricing for the anticipated purchases are established in the Agreement by and between the City and Hoyt, awarded in August 2012 under City Bid No. 1208-072. The initial term of the Agreement was for a 12-month period, with four (4) extension periods. The final extension was executed on September 1, 2016. The amount requested is included in the FY 2016-2017 Fire Department Operating Budget, Fire Operations Division (13536000-62300).

I respectfully request that this item be placed on the November 15, 2016 City Council meeting agenda for consideration and approval. Please feel free to contact me should you have questions at (972) 292-6311 or via email at [MPiland@friscotexas.gov](mailto:MPiland@friscotexas.gov).