

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**AGENDA DATE:** November 8, 2022  
**PUBLIC HEARING DATE:** NA

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**

Jonathan P. Killings, Interim Fire Chief, (915) 493-5609  
Claudia A. Garcia, Interim Director of Purchasing & Strategic Sourcing, (915) 212-1218

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** 2 – Set the Standard for a Safe and Secure City

**SUBGOAL:** 2.3 – Increase public safety operational efficiency.

**SUBJECT:**

Discussion and action on the request that the Director of the Purchasing and Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Texas Commission on Fire Protection (TCFP). Texas Commission on Fire Protection is a State Agency and the sole source for the TCFP certification in order to comply with the requirements under the Texas Administrative Code Title 37; Part 13; Chapter 421; Rule 421.17.

**BACKGROUND / DISCUSSION:**

The El Paso Fire Department is required to renew 950 employee certifications annually with the Texas Commission of Fire Protection (TCFP) in order to comply with the requirements under the Texas Administrative Code, Title 37; Part 13; Chapter 421; Rule 421.17. As per the TAC, employees of a fire department, or local government who are assigned duties identified as fire protection personnel duties must maintain certification by the commission in the discipline(s) to which they are assigned for the durations of their assignment.

**SELECTION SUMMARY:**

NA

**CONTRACT VARIANCE:**

The difference in price, based on comparison to the previous contract is as follows: An increase of \$5,550.00 for the annual estimated amount, which represents a 8.45% increase due to the number of uniformed employees increased.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

NA

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$71,250.00

Funding Source: Professional Licenses and Memberships

Account: 322-1000-22020-544140-P2221

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?   X   YES      NO

PRIMARY DEPARTMENT: Fire  
SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

DEPARTMENT HEAD:

  
\_\_\_\_\_  
Interim Fire Chief Jonathan P. Killings, El Paso Fire Department

**COUNCIL PROJECT FORM  
(SOLE SOURCE)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **REGULAR** agenda for the Council Meeting of **November 8, 2022**.

**Strategic Goal 2: Set the Standard for a Safe and Secure City**

The linkage to the Strategic Plan is subsection 2.1 - Maintain standing as one of the nation's top safest cities.

**Award Summary:**

Discussion and action on the request that the Director of the Purchasing and Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Texas Commission on Fire Protection (TCFP). Texas Commission on Fire Protection is a State Agency and the sole source for the TCFP certification in order to comply with the requirements under the Texas Administrative Code Title 37; Part 13; Chapter 421; Rule 421.17.

**Contract Variance:**

The difference in price, based on comparison to the previous contract is as follows: An increase of \$5,550.00 for the annual estimated amount, which represents a 8.45% increase due to the number of uniformed employees increased.

Department:	Fire
Award to:	Texas Commission on Fire Protection Austin, TX
Annual Estimated Amount:	\$71,250.00
Funding Source:	Professional Licenses and Memberships
Account No.:	322-1000-22020-544140-P2221
Districts(s):	All
Reference No.:	2023-0118

This is a Sole Source, requirements contract.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*