

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE DEPARTMENT(S): COMMUNITY SAFETY
SUBJECT: **CA – SUPPLY, DELIVERY AND MAINTENANCE OF TURNOUT GEAR AND ACCESSORIES**
PURPOSE: To obtain Council approval for a Contract Award for the supply, delivery and maintenance of turnout gear and accessories.

RECOMMENDATION

THAT a contract award to Associated Fire Safety Group Inc. for an estimated total cost of \$952,000 including tax, as outlined in the report titled “CA – Supply, Delivery and Maintenance of Turnout Gear and Accessories” dated for May 27, 2025 be approved; and

THAT final payment will be based on the actual quantity of goods and services delivered, and unit prices as proposed.

1.0 POLICY SECTION

The City’s Procurement Policy requires that contracts for goods, services, and construction with values over \$500,000 be approved by Council following a competitive procurement process.

2.0 SUMMARY

This recommendation is to approve a contract award in the amount of \$952,000 including tax.

Breakdown of Cost	Dates	Reason	Estimated Amount including tax
Total Estimated Cost including Tax of Contract Award, Initial Term	June 2025 to December 2026 (18 months)	Contract Award	952,000

3.0 BACKGROUND

Following the RFP# 19-01-25 Supply, Delivery and Maintenance of Turnout Gear and Accessories, one proposal was received by the closing time on March 20, 2025. The evaluation process confirmed that the proposal was incomplete. As a result, the City closed and terminated this RFP process.

Subsequently, a Direct Negotiation RFP #47-04-25 was undertaken with the previous provider, Associated Fire Safety Group Inc.

The scope of this work includes the supply, delivery and maintenance of Fire Department turnout gear and accessories on an “as and when requested” basis for the period of June 1, 2025 to December 31, 2026, with the option to renew for an additional three (3) one year periods should service provide reliable and pricing remain competitive. Optional contract renewal terms allow the City to assess the vendors performance during the initial term and provides the Contractor with the ability to adjust pricing based on market fluctuations at the time of renewal.

4.0 GENERAL INFORMATION

The estimated total contract value is \$952,000 including GST in the amount of \$42,500 and PST in the amount of \$59,500.

Associated Fire Safety Group Inc. has provided similar goods and services in the past for over ten years, with a proven track record for performance and reliability to the satisfaction of the City, and their prices are competitive and reflective of current market conditions. Review by City staff indicates that Associated Fire and Safety Group Inc. has the capability to successfully complete the work required under this contract.

5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

RFP #19-01-25 Supply, Delivery and Maintenance of Turnout Gear and Accessories was publicly advertised, upon closing, the City received a total of 1 submission.

6.0 FINANCIAL CONSIDERATIONS

Funding for this work is included in the 2025 – 2029 Financial Plan under various Fire Department operating and capital accounts.

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

n/a

REPORT CONTRIBUTORS

This report was prepared by Rajan Sandhu, Senior Buyer, and reviewed by Robyn Tegart, Senior Manager, Procurement Services – Operations.