

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

**DEPARTMENT:** EL PASO FIRE DEPARTMENT

**AGENDA DATE:** October 16, 2018

**CONTACT PERSON/PHONE:** Mario D'Agostino, Fire Chief, 915-485-5605  
Bruce D. Collins, Purchasing Director, 915-212-1181

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL: NO. 2 Set the Standard for a Safe and Secure City**

**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. This is an annual renewal for certifications for the El Paso Fire Department uniform personnel.

**BACKGROUND / DISCUSSION:**

The El Paso Fire Department is required to renew 914 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 duration of their assignment. A TCFP certification period is November 1st thru October 31st. The cost is \$75.00 per employee for a total cost of \$68,550.00.

**SELECTION SUMMARY:**

Sole Source - The Texas Commission on Fire Protection (TCFP) is a Texas State Agency that has the responsibility for overseeing and implementing much of the state's fire protection policy. TCFP administers separate certification programs for paid fire protection personnel and volunteer firefighters.

**PROTEST**

☒ No protest received for this requirement.

☐ Protest received.

**PRIOR COUNCIL ACTION:**

Council approved Sole Source No. 2018-300 for Fire Department Employees TCFP Certification on October 3, 2017. Council motion 2017-340 on October 4, 2016.

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$68,550.00

Funding Source: 322 – 22020 – 544140 – 1000 – P2221

Professional Licenses and Memberships

**BOARD / COMMISSION ACTION:**

N/A

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

**DEPARTMENT HEAD:** \_\_\_\_\_

**COUNCIL PROJECT FORM  
(SOLE SOURCE)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **October 16, 2018.**

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

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. This is an annual renewal for certifications for the El Paso Fire Department uniform personnel.

Department:	El Paso Fire
Award to:	Texas Commission on Fire Protection Austin, TX
Annual Estimated Amount:	\$68,550.00
Funding Source:	Professional Licenses and Memberships
Account No.:	322-22020-1000-544140-P2221
Districts(s):	ALL
Sole Source No.:	2019-317

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