



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** October 13, 2025

SUBJECT: Consider awarding RFP 25-028, a one-year contract with four additional one-year renewal options, to Casco Industries, Inc., for the purchase of firefighting clothes/bunker gear in an annual amount not to exceed \$77,302.

PRESENTER: Jase Smith, Assistant Fire Chief

SUMMARY:

The City Council is being asked to award RFP 25-028, a one-year contract with four additional one-year renewal options, to Casco Industries, Inc., for the purchase of firefighting clothes/bunker gear in an annual amount not to exceed \$77,302.

GENERAL DESCRIPTION:

The Fire Department utilizes a City of North Richland Hills purchasing agreement to purchase firefighting clothes/bunker gear (PPE). PPE is used to protect firefighters during structural firefighting, as well as additional hazardous exposures while responding to medical calls or other calls for service. The current purchasing agreement expires on November 5, 2025. Specifications were developed and a Request for Proposal (RFP) was conducted to identify a vendor for a new purchasing agreement. The city received three bids, one of which was considered incomplete. The evaluation committee reviewed the two remaining bids and concluded that the proposal submitted by Casco Industries, Inc. meets the city's specifications for the equipment as well as for delivery time and pricing. The purchase of PPE is within the currently adopted budget.

This contract will be awarded for a one-year term with four additional one-year options to renew. Staff anticipate spending \$77,302 annually for each renewal term. Funds for the initial year of the contract are included in the FY 25-26 Adopted Budget. Provided that funds are appropriated in the city's annual budget for the initial terms and the remaining renewal years, and the terms and conditions of the contracts do not change, the remaining renewals will not require additional City Council approval.

RECOMMENDATION:

Award RFP 25-028, a one-year contract with four additional one-year renewal options, to Casco Industries, Inc., for the purchase of firefighting clothes/bunker gear in an annual amount not to exceed \$77,302.