



# City of Killeen

## Legislation Details (With Text)

**File #:** RS-23-177    **Version:** 1    **Name:** Fire Apparatus Service Agreement - Siddons FY24  
**Type:** Resolution    **Status:** Passed  
**File created:** 9/13/2023    **In control:** City Council  
**On agenda:** 10/24/2023    **Final action:** 10/24/2023  
**Title:** Consider a memorandum/resolution approving a Fire Apparatus Service Agreement between Siddons-Martin Emergency Group, LLC and the Killeen Fire Department, in an amount not to exceed \$200,000 for FY2024.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Agreement, 2. Sole Source Letter, 3. Contract Verification, 4. Certificate of Interested Parties, 5. Presentation

Date	Ver.	Action By	Action	Result
10/24/2023	1	City Council	Approved	Pass
10/17/2023	1	City Council Workshop		

Consider a memorandum/resolution approving a Fire Apparatus Service Agreement between Siddons-Martin Emergency Group, LLC and the Killeen Fire Department, in an amount not to exceed \$200,000 for FY2024.

**DATE:**        **October 17, 2023**

**TO:**        **Kent Cagle, City Manager**

**FROM:**        **Jim Kubinski, Fire Chief**

**SUBJECT:**    **Fire Apparatus Service Agreement between Siddons-Martin Emergency Group, LLC and Killeen Fire Department**

### **BACKGROUND AND FINDINGS:**

The Killeen Fire Department currently operates 10 front line fire suppression units with another 4 units in reserve status. For optimal performance and reliability, each of these specialized units require periodic maintenance and preventive services by properly trained and certified Emergency Vehicle Technicians (EVT). Our 5 newest units were purchased through Siddons-Martin Emergency Group who offer a Service Agreement to provide the required periodic maintenance and preventive services for all makes and models of fire apparatus. All maintenance and services will be provided by certified EVT's which will preserve any warranties currently in place. By signing a Service Agreement, all labor rates and service fees will be "fixed" for the duration of the agreement, including automatic renewals. However, parts and materials will be subject to market pricing at the time of order. This Service Agreement will be valid for a total of three (3) years: an initial one (1) year agreement, beginning October 1, 2023, followed by two (2) automatic one-year renewals in an amount not to exceed \$200,000 for FY2024.

**THE ALTERNATIVES CONSIDERED:**

1. Deny the request as written; or
2. Approve the request to authorize a three (3) year Fire Apparatus Service Agreement between Siddons-Martin Emergency Group, LLC and the Killeen Fire Department

**Which alternative is recommended? Why?**

The second alternative is recommended to preserve current warranties, ensure work is provided by certified EVT's, and guarantee prices for Labor Rates and Service Fees over the next three (3) years. Additionally, the vendor has recently opened a new service center in the City of Killeen which will allow for virtually no additional out-of-service time or dedication of staff time moving vehicles to and from the service center.

**CONFORMITY TO CITY POLICY:**

This item conforms to State and Local purchasing policies

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

FY 2024 will not exceed \$200,000

Future years will be based upon needs assessments and historical data

**Is this a one-time or recurring expenditure?**

Recurring

**Is this expenditure budgeted?**

Yes, funding is available in the General Fund Fire Department account 010-7070-442.42-51

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes

**RECOMMENDATION:**

Staff recommends approval of a Fire Apparatus Service Agreement beginning October 1, 2023, for a total duration of three (3) years (one year plus two automatic renewals) between Siddons-Martin Emergency Group, LLC and the Killeen Fire Department and that the City Manager, or his designee, is expressly authorized to execute any and all change orders within the amounts set by State and Local law.

**DEPARTMENTAL CLEARANCES:**

Purchasing

Finance  
Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Agreement  
Sole Source Letter  
Certificate of Interested Parties  
Contract Verification