



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 26-1527

Agenda Date: 6/17/2026

Agenda #: 10.

DATE: June 17, 2026

TO: Honorable Mayor and City Councilmembers

FROM: Fire Department

TITLE: ANNUAL FIRE DEPARTMENT PURCHASE ORDERS AND EXPENDITURES OVER \$100,000

RECOMMENDATION

Staff recommends that the City Council approve annual expenditures and purchase orders, as applicable, for materials, services, supplies, and equipment for the Fire Department in amounts over \$100,000 for FY 2026-27, for a total amount of \$2,558,318; and authorize the Financial Services Director, or designee, to execute the purchase orders and related agreements as necessary.

BACKGROUND AND ANALYSIS

Each fiscal year, the Fire Department estimates the quantity of materials, services, supplies, and equipment necessary to support fire suppression, emergency medical response, and related operational needs during the upcoming 12-month period. Based on these projected needs, staff submits requisitions and seeks City Council approval, as required, for annual expenditures exceeding \$100,000.

In accordance with the City's Procurement of Goods and Services Directive (AD-21), certain expenditures may be exempt from requiring a purchase order, including property rentals and payments to other governmental entities or membership organizations. However, expenditures exceeding \$100,000 still require City Council approval.

The attached vendor list identifies the recommended vendors, describes the products and services to be provided, and includes the estimated expenditure amounts, procurement methods, and applicable account numbers associated with each request.

FISCAL IMPACT

The Fire Department's proposed FY 2026-27 operating budget includes funding for materials, services, supplies, equipment, and other operational expenditures necessary to support the department's day-to-day operations. The total estimated expenditures in this report are \$2,558,318. Some expenditures may be processed through purchase orders, while others may qualify for exemptions under Administrative Directive AD-21. Sufficient funding is included in the proposed FY 2026-27 budget and will be available upon budget approval.

**Fire Department FY 2026-27
Annual Purchase Orders and Expenditures Over \$100,000**

Vendor	Supplies/ Services	Procurement Method	Account Description/ Number	Purchase Order Total	FY2026-27 Account Budget
North County Dispatch JPA	Dispatch Services	Sole Source	Administration 550010101.5305 & Community Risk Reduction 550551101.5305	\$1,847,106	550010101.5305 \$1,782,780 & 550551101.5305 \$75,114
County of San Diego Office of Emergency Services	Hazardous Incident Response Team (HIRT)	AD-21 Exempt/Govern- mental Units/ Membership Dues	Administration 550010101.5375	\$272,889	550010101.5375 \$252,729 & 550551101.5306 \$88,560
Oceanside Marina Inn	Facility Lease	AD-21 Exempt/ Property Rental	Harbor Fire- Lifeguard 550581101.5335	\$108,323	550581101.5335 \$108,323
Life Assist	EMS Supplies	Cooperative Agreement	Suppression 550552101.5355	\$120,000	550552101.5355 \$900,920
Envi Health Solution	EMS Supplies	Cooperative Agreement	Suppression 550552101.5355	\$210,000	
			TOTAL	\$2,558,318	\$3,208,426

Staff is requesting to transfer \$20,160 from the Community Risk Reduction account 550551101.5306 to the Fire Administration account 550010101.5375 to fully fund the hazardous incident response team services.

<u>Description</u>	<u>Amount</u>	<u>Request to Appropriate</u>	<u>Account Number</u>	<u>Funding Source</u>	<u>Available Balance</u>
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Purchase Order	\$20,160	\$20,160	Fire Administration 550010101.5375	Community Risk Reduction 550551101.5306	\$88,560
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COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY’S ANALYSIS

Purchases shall be made in accordance with Chapter 28A and Administrative Directive AD-21.

Prepared by: Alicia Mendoza, Senior Management Analyst

Reviewed by: David Parsons, Fire Chief

Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. North County Dispatch JPA Assessment 1
2. North County Dispatch JPA Assessment 2
3. HIRT Proposed Member Shares
4. Marina Suite Property Use Agreement
5. Marina Suite Month to Month Tenancy Letter
6. Envi Cooperative Purchasing Agreement
7. Envi Agreement - Public Safety Association Inc.
8. Envi Bid Pricing
9. Life Assist Cooperative Purchasing Agreement/Pricing 1
10. Life Assist Cooperative Purchasing Agreement/Pricing 2