

Donation

Version 1.9 released on 8/3/21
Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)



CITY COUNCIL USE ONLY		CITY CLERK USE ONLY	
Date Received: _____	Tracking #: _____	<input type="checkbox"/> Scanned	Date: <u>06.25.2024</u>
Committee Date: _____	Committee: _____	<input type="checkbox"/> Posted	Item #: <u>2406-01495</u>
1 st Agenda Date: _____	Hearing Date: _____		
	2 nd Agenda Date: _____		

All department items requiring Council approval must be submitted through the Mayor's Office.

Primary Details

Board Approval		Other Board Name	City Council Approval
_____		_____	<input type="radio"/> Yes <input checked="" type="radio"/> No
Department	Contact Name	Email	Phone
Fire	Masako Mercado	mmercado@cityoftulsa.org	918-596-1889
Bid/Project Number	Project Title	Donator	Type of Donation
_____	_____	Pierce Manufacturing	Travel
Travel Event Title	Traveler's Name	Event Date	Donation Amount/Value
Complete final inspection of apparatus	Bryan Beall and Garrett Reed	6/17/24 - 6/21/2024 Appleton, Wisconsin	\$1,600.00
			<i>City Council requires a dollar value</i>
Budget			
Funding Source(s)			

TOTAL:
Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)

Approvals

Department: <u>MOB</u>	Date: <u>6/5/24</u>
Legal: _____	Date: _____
Board: _____	Date: _____
Mayor: <u>[Signature]</u>	Date: <u>JUN 12 2024</u>
Other: _____	Date: _____

Policy Statement

Background Information
Pierce Manufacturing is inviting a couple of TFD members to perform the complete final inspection of apparatus prior to delivery as a part of ordering process and all the expenses is paid by Pierce Manufacturing except for luggage fees
Members: Bryan Beall, Garrett Reed

Provide background information on the requested action.

Summation of the Requested Action
Requesting approval to accept donation

Summarize the pertinent details of the requested action

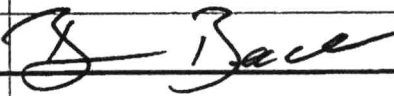
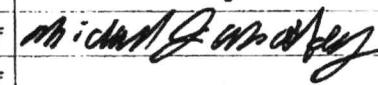
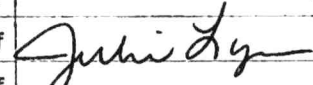
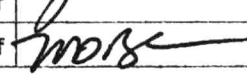
Other Pertinent Details

Provide any additional information that should be considered when considering approval of this contract document

Processing Information for City Clerk's Office

Post Execution Processing	Additional Routing and Processing Details
<input type="checkbox"/> Mail vendor copy (add'l signature copies attached)	_____
<input type="checkbox"/> Must be filed with other governmental entity	
<input type="checkbox"/> Add'l governmental entity approval(s) required	

Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	BRYAN BEALL		
	Today's Date	MAY 30, 2024		
	Rank	CAPTAIN		
	Assignment	E2A		
	Course Description	FINAL INSPECTION OF 8 ENGINES		
	Course Location	APPLETON, WI		
	Course Dates:	JUNE 17 - JUNE 21, 2024		
	Goals & Objectives to be achieved by attendance	COMPLETE FINAL INSPECTION OF APPARATUS PRIOR TO DELIVERY		
Estimated Course Cost: Including registration, airfare, hotel, per diem, and rentals	1			
	Applicant's Signature			
Section II: To be completed by immediate supervisor	Course relation to applicant's current position			
Section III: To be completed by Assistant Chief/Branch Chief	Measurable benefit to TFD			
	Staffing Level Impact	0		
	Check development type	<input checked="" type="checkbox"/> Professional (Department funded) <input type="checkbox"/> Personal Time Off <input type="checkbox"/> Funded <small>Type or write Yes or No on the appropriate line.</small>		
	Funding Source: Indicate which section or branch budget will be charged for this training	Apparatus		
	Grant Funded: Indicate which grant	NA		
Section IV: Routing and approval process:		Signature	Approve	Date
	District Chief		X	5/30/24
	Assistant/Branch Chief			
	Deputy Chief		✓	5/30/24
	Finance Chief			
	Fire Chief		✓	6/3/24
	TFD Finance for Request for Action and travel arrangements.			
Comments:				
<p>PLEASE NOTE: THIS FORM NEEDS TO BE COMPLETED AND RECEIVED BY THE TFD FINANCE OFFICE 30 DAYS PRIOR TO TRAVEL DATES.</p> <p style="text-align: right;">Revised 4-15-2010</p>				

Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	Garrett Reed		
	Today's Date	5-30-24		
	Rank	FD-04		
	Assignment	Physical Resource Officer		
	Course Description	Final Inspection of 8 custom pumpers		
	Course Location	Appleton, WI		
	Course Dates:	6-17-24 to 6-21-24		
	Goals & Objectives to be achieved by attendance	Complete final inspection of apparatus prior to delivery		
	Estimated Course Cost: Including registration, airfare, hotel, per diem, and rentals	1 \$45.00 Airport Parking		
	Applicant's Signature	Garrett Reed		
Section II: To be completed by immediate supervisor	Course relation to applicant's current position			
Section III: To be completed by Assistant Chief/Branch Chief	Measurable benefit to TFD			
	Staffing Level Impact	0		
	Check development type	<input checked="" type="checkbox"/> Professional (Department funded) <input type="checkbox"/> Personal Time Off <input type="checkbox"/> Funded Type or write Yes or No on the appropriate line.		
	Funding Source: Indicate which section or branch budget will be charged for this training	Apparatus		
	Grant Funded: Indicate which grant	NA		
Section IV: Routing and approval process:		Signature	Approve	Date
	District Chief	M. J. Maloney	5-30-24	
	Assistant/Branch Chief			
	Deputy Chief	Julie Ryan	5/30/24	✓
	Finance Chief			
	Fire Chief	W. B. B.	6/3/24	✓
	TFD Finance for Request for Action and travel arrangements.			
Comments:				
PLEASE NOTE: THIS FORM NEEDS TO BE COMPLETED AND RECEIVED BY THE TFD FINANCE OFFICE 30 DAYS PRIOR TO TRAVEL DATES.				
Revised 4-15-2010				