



CITY COUNCIL USE ONLY
Date Received:
Committee Date:
1st Agenda Date:
Tracking #:
Committee:
Hearing Date:
2nd Agenda Date:
CITY CLERK USE ONLY
Scanned
Posted
Date: 07.31.2024
Item #: 2407.01992

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

Primary Details

Board Approval
Other Board Name
City Council Approval
Department: Fire
Contact Name: Masako Mercado
Email: mmercado@cityoftulsa.org
Phone: 918-596-1889
Bid/Project Number
Project Title
Donator: Pierce Manufacturing
Type of Donation: Travel
Travel Event Title: Final inspection of 2 custom apparatus
Traveler's Name
Event Date: 7/31/24
Donation Amount/Value: \$3,400.00
City Council requires a dollar value

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.AbstTitle5413102.6001-4043122-541102-\$30,000.01)

Approvals

Department:
Legal:
Board:
Mayor:
Other:

Date: 7/26/24
Date:
Date:
Date: JUL 31 2024
Date:

Policy Statement

Background Information
Pierce Manufacturing in inviting 4 TFD members to perform the final inspection of 2 custom apparatus prior to delivery as a part of ordering process and all the expense is paid by Pierce Manufacturing except for luggage fees.
Members: Dan Newbury, Garrett Reed, Micah Seibel, James Connors

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


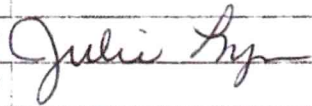

Provide any additional information that should be considered when considering approval of this contract document

Processing Information for City Clerk's Office

Post Execution Processing
Mail vendor copy (add'l signature copies attached)
Must be filed with other governmental entity
Add'l governmental entity approval(s) required

Additional Routing and Processing Details

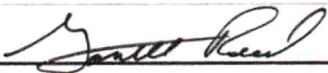


Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	James B Connors		
	Today's Date	7-8-2024		
	Rank	Lieutenant		
	Assignment	Extra D3-C		
	Course Description	Final inspection on new ladders		
	Course Location	Appleton Wisconsin		
	Course Dates:	July 31 st -August 2nd		
	Goals & Objectives to be achieved by attendance	To gain better knowledge on TFD apparatus and maintenance needs.		
Estimated Course Cost: Including registration, airfare, hotel, per diem, and rentals	\$0			
	Applicant's Signature			
Section II: To be completed by immediate supervisor	Course relation to applicant's current position	As a member of the apparatus committee, this will help improve our fleet.		
Section III: To be completed by Assistant Chief/Branch Chief	Measurable benefit to TFD	Final Inspection		
	Staffing Level Impact			
	Check development type	<input checked="" type="checkbox"/> Professional (Department funded) <input type="checkbox"/> Personal Type or write Yes or No on the appropriate line.		
	Funding Source: Indicate which section or branch budget will be charged for this training	Donation Pierce		
	Grant Funded: Indicate which grant			
Section IV: Routing and approval process:		Signature	Approve	Date
	District Chief	G Stika	C643 intern	X 7/8/24
	Assistant/Branch Chief			
	Deputy Chief		✓	7/23/24
	Finance Chief			
	Fire Chief		✓	7/24/24
	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

Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	Garrett Reed		
	Today's Date	7/23/24		
	Rank	FD-04		
	Assignment	Physical Resources Officer		
	Course Description	Final Inspection of new apparatus		
	Course Location	Appleton, WI		
	Course Dates:	7/31/24 - 8/3/24		
	Goals & Objectives to be achieved by attendance	Final Inspection of 2 custom aerials		
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		Final Inspection	
	Staffing Level Impact			
	Check development type		<input checked="" type="checkbox"/> Professional (Department funded) <input type="checkbox"/> Personal <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		Donation Pierce	
	Grant Funded: Indicate which grant			
Section IV: Routing and approval process:	Signature		Approve	Date
	District Chief			
	Assistant/Branch Chief			
	Deputy Chief		✓	7/23/24
	Finance Chief			
	Fire Chief		✓	7/24/24
TFD Finance for Request for Action and travel arrangements.				
Comments:				

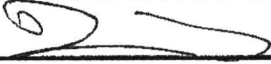
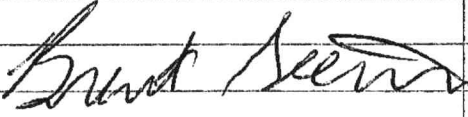
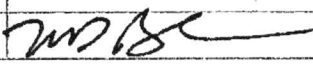
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Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	Micah Seibel		
	Today's Date	7/23/24		
	Rank	FD-01		
	Assignment	Firefighter		
	Course Description	Final Inspection of new apparatus		
	Course Location	Appleton, WI		
	Course Dates:	7/31/24- 8/3/24		
	Goals & Objectives to be achieved by attendance	Final Inspection of 2 custom aerials		
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	Final Inspection		
Section III: To be completed by Assistant Chief/Branch Chief	Measurable benefit to TFD			
	Staffing Level Impact			
	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	Donation Pierce		
	Grant Funded: Indicate which grant			
Section IV: Routing and approval process:	Signature		Approve	Date
	District Chief			
	Assistant/Branch Chief			
	Deputy Chief		✓	7/23/24
	Finance Chief			
	Fire Chief		✓	7/24/24
	TFD Finance for Request for Action and travel arrangements. Comments:			

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Tulsa Fire Department – Special Training/Travel Request

Section 1: To be completed by applicant	Name	Dan Newbury		
	Today's Date	7-25-24		
	Rank	FD05		
	Assignment	561 Health & Safety Chief		
	Course Description	Final review of two ladder trucks		
	Course Location	Appleton WI		
	Course Dates:	7-31-24 - 8-3-24		
	Goals & Objectives to be achieved by attendance	Inspect two ladder trucks		
Estimated Course Cost: Including registration, airfare, hotel, per diem, and rentals	0			
Applicant's Signature				
Section II: To be completed by immediate supervisor	Course relation to applicant's current position	6 yr experience		
Section III: To be completed by Assistant Chief/Branch Chief	Measurable benefit to TFD			
	Staffing Level Impact			
	Check development type	<input type="checkbox"/> Professional <input type="checkbox"/> Personal (Department funded) Time Off 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			
	Grant Funded: Indicate which grant			
Section IV: Routing and approval process:		Signature	Approve	Date
	District Chief			
	Assistant/Branch Chief			
	Deputy Chief		✓	7-25-24
	Finance Chief			
	Fire Chief		✓	7/25/24
	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				