

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 Date Received: _____ Committee Date: _____ 1 st Agenda Date: _____	Tracking #: Committee: _____ Hearing Date: _____ 2 nd Agenda Date: _____	CITY CLERK USE ONLY <input type="checkbox"/> Scanned <input type="checkbox"/> Posted Date: 02.26.2025 Item #: 502-00523
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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 Fire	Contact Name Masako Mercado	Email MMercado@Cityoftulsa.org
Bid/Project Number	Project Title	Phone 918-596-1889
Travel Event Title STTS Train the Trainer Workshop	Traveler's Name	Donator OSU Fire Service Training
		Type of Donation Cash
		Event Date 6/23/25
		Donation Amount/Value \$11,499.00
		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.Abst>Title5413102.6001-4043122-541102-\$30,000.01)

Approvals

Department:	Date: 2/21/25
Legal: _____	Date: _____
Board: _____	Date: _____
Mayor:	Date: FEB 26 2025
Other: _____	Date: _____
	Mike Miller
	Mayor Pro Tem

Policy Statement

Background Information
The Tulsa Fire Department purchased Cargo Tank Models and Simulators in 2013. The vendor, Safe Transportation Training Specialists (STTS), will host a "Train the Trainer" Emergency Response workshop at Tulsa Fire Department Training Center from June 23 - 25, 2025. Expenses associated with this training will be \$11,499.00, and OSU Fire Service Training has agreed to pay for all the expenses.

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 <input type="checkbox"/> Mail vendor copy (addtl signature copies attached) <input type="checkbox"/> Must be filed with other governmental entity <input type="checkbox"/> Addtl governmental entity approval(s) required	Additional Routing and Processing Details _____
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carpe@osufst.org

O 405.744.8103

F 405.744.7377

C 405.222.8001

John Carpenter, Assistant Director

Fire Service Training

February 12th, 2025

OSU Fire Service Training agrees to pay \$11,499.00 for the cost of the Safe Transportation Specialist Props Train the trainer for the hazardous materials Instructors. The training will be held June 23rd -25th at the Tulsa Fire Academy.

John Carpenter

John Carpenter

Assistant Director

405-222-8001

carpe@osufst.org



**Safe Transportation
Training Specialists, LLC**
17437 Carey Road, Suite 232
Westfield, IN 46074
Toll Free (877) 330-7887
www.safetransportation.com

February 20, 2025

Tulsa Fire Department
Attn: Matt Phippen
1760 Newblock Park Drive
Tulsa, OK 74127

Re: Cargo Tank Emergency Response Train the Trainer Workshop

Dear Matt,

Thank you for your inquiry regarding a request for a "Train the Trainer" workshop utilizing the Cargo Tank Models and Simulators that your department purchased in 2013.

The training itself is a combination of multi-media classroom training, hands-on instruction, and demonstrations designed to accommodate 15-20 students per class. Your responsibilities will be limited to providing suitable classroom space and display area for the cargo tank models, props and simulators.

The following quote is based on a three-day workshop to be presented at your location in Tulsa, OK.

Cargo Tank Train the Trainer Emergency Response Workshop = \$11,499.00

This proposal includes all transportation for 2 instructors, lodging, and other expense associated with the training and remains valid through **December 1st, 2025**. Should you have any additional questions, please feel free to contact us at any time.

Thank You,

Dave Wolfe, General Manager

Mercado, Masako

From: Phippen, Matt
Sent: Wednesday, February 12, 2025 8:29 AM
To: Mercado, Masako
Cc: Lynn, Julie
Subject: FW: Train the Trainer - Cargo Tank Models
Attachments: Phippen 02262024 CTTTWS Tulsa OK.pdf

This is the bid from Safe Transportation Training Specialist that Ok Homeland security agreed to pay. Chief Lynn: This is the OSU Props deal I worked out. We finalized the deal & training dates yesterday. The total donation to us will be \$11,499.00. The Training dates are scheduled for June 23-25. The quote is attached. Let me know if you need anything else. Thanks,

Matt

From: Dave Wolfe <dbwolfe@safetransportation.com>
Sent: Tuesday, March 26, 2024 12:55 PM
To: Phippen, Matt <MattPhippen@cityoftulsa.org>
Subject: Train the Trainer - Cargo Tank Models

Hi Matt,

Please see the attached quote that you requested for conducting a Cargo Tank Emergency Response Train the Trainer Workshop using the models and simulators that your department purchased in 2013. On the attached quote I allotted 3 days to conduct the training. Quite honestly, I think we can get it done in 2 ½ days or so. Please review the quote and feel free to contact me with any questions. Take Care.

Dave Wolfe – Senior Partner
Safe Transportation Training Specialists, LLC
"" Please Note New Address""
17437 Carey Road Suite #232
Westfield, IN 46074
Email: dbwolfe@safetransportation.com
Web: www.safetransportation.com
Toll Free: (877) 330-7887
Phone: (317) 819-0102

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