

Rec'd 1-4-24 @ 2:24pm

Original

## Titus County

### Request for Proposal

Assistance in Establishing County Fire Dept.

Proposal #2024-03

Fire Chief Solutions

Gregg Loyd

2002 Tulane Ave

Gainesville, TX. 76240

[www.firechiefsolutions.com](http://www.firechiefsolutions.com)

[gregg@firechiefsolutions.com](mailto:gregg@firechiefsolutions.com)

903.870.6426



# **Fire Chief Solutions**

## **Proposal for Services**

**Fire Chief Solutions**

**2002 Tulane Ave**

**Gainesville, TX. 76240**

**903-870-6426**

[gregg@firechiefsolutions.com](mailto:gregg@firechiefsolutions.com)

### **Introduction**

My name is Gregg Loyd and I have been in the fire service and emergency services delivery business for 30 years. I have worked for career fire departments with budgets up to 21 million dollars and have supervised as many as 78 personnel. I have been involved as lead officer for numerous projects within the emergency services delivery business including building fire stations, ISO evaluations, promotional testing, all aspects of hiring firefighters, fire officers and fire chiefs. I was a Licensed Paramedic for 27 years and worked with the American Heart Association on the DFW Metroplex Carruth Grant. I have been awarded the Texas Fire Chiefs Associations Lone Star Achievement Award for being the first fire service EMS organization in Texas to initiate blood lab testing in the field. I have served on the Texas Best Practice Committee from its inception and helped develop the current standards manual as well as conducted the first site inspection for Irving Fire Department. I was deployed to Bastrop and Tri Counties Wildfires through TIFMAS as a Strike Team Leader and have served on numerous boards including the International Association of Fire Chiefs as Vice President of the Southwest Division. I am an innovator and a problem solver. I bring many perspectives and a vast depth of knowledge of the fire service to the table.

I am excited about the possibilities in front of Titus County as they move in a direction that will certainly take the fire protection in Titus County to a much higher level. I am honored to have a chance to be a part of this exciting endeavor.

## **Executive Summary**

Fire Chief Solutions is proposing to provide consulting services to Titus County to help establish a Fire Department to provide fire protection to the City of Talco and the unincorporated county. Fire Chief Solutions will provide Titus County with goals, specific actions to achieve those goals and a plan of action to bring a county fire department online and operational by September 15, 2024.

The purpose of this plan is to provide Titus County with an accurate road map to enable them to bring to operation a fully functioning fire department that is in compliance with all applicable State laws and regulations. Fire Chief Solutions will be available to provide consulting services to the County Judge and/or his designee for the duration of the contract.

Fire Chief Solutions (FCS) proposes to develop and deliver a Plan of Action to the County Judge by no later than 30 days after signing a contract.

Fire Chief Solutions will develop a plan and aid in facilitating the plan to increase engagement and increase response by the volunteer fire departments in Titus County. Fire Chief Solutions will hold at least 2 Volunteer Fire Department Meetings to educate and receive feedback on better ways to engage the volunteers. Fire Chief Solutions will also develop a metrics to ensure accountability of county funds allocated to the volunteer departments.

Fire Chief Solutions will provide consulting services to all project managers hired or appointed by the county that relate to fire protection services for the duration of the contract.

Fire Chief Solutions will conduct regular briefings with the County Judge to address any questions or concerns. Fire Chief Solutions will also provide the County Judge and Commissioners updates via email weekly until the contract expires.

The price for the services outlined in this proposal is noted on Exhibit B. This is the price for all services outlined until the end of this contract.

## **Titus County Request for Proposal 2024-03**

### **Specifications**

1. Fire Chief Solutions (FCS) proposes to help Titus County facilitate the formation of a county fire department that is in compliance with all State laws and is in accordance with rules set forth by the Texas Commission on Fire Protection. Acquisitions of tools and equipment will be acquired from reputable vendors in compliance with Local Government Code Title 8. Acquisition, Sale, or Lease of Property Subtitle B. County Acquisition, Sale, or Lease of Property Chapter 262. Purchasing and Contracting

Authority of Counties Subchapter C. Competitive Bidding In General Section 262.024 Discretionary Exemptions. (2) an item necessary to preserve or protect the public health or safety of the residents of the county, (4) a personal or professional service

2. Tools and equipment needed for startup will most likely be purchased with 3 competitive quotes if possible. The most appropriate Fire Apparatus will be located and purchased from available used apparatus. These apparatus will be of sufficient specifications to meet the fire protection needs of the counties fire protection model that is derived from looking at several factors including but not limited to roadways traveled, water storage, pumping capacity, age, milage, maintenance records, serviceability, cost of operation and tool storage. Fire Chief Solutions will work with Commissioners on an acceptable budget and then apparatus will be acquired based on that budget. Fire Chief Solutions will search national markets to find the best available with the time constraints mentioned in this request for proposal.
3. Fire Chief Solutions will explore existing structures as well as the possibility of building a structure adequate to house all equipment and apparatus needed to provide fire protection to the county. FCS will assist the county in locating and acquiring the land, if applicable, for the build out of a structure to utilize as a fire station and office space and possibly a dispatch center. FCS will work with a project manager in the build out of a fire station if applicable.
4. As mentioned previously in item 2 FCS will assist the county in the location and acquisition of all appropriate apparatus to provide adequate fire protection to Titus County
5. As mentioned previously in item 2 FCS will assist the county in the location and acquisition of all tools, equipment to provide adequate fire protection to Titus County
6. FCS will develop and help implement a staffing plan that includes options for staffing levels and overtime coverage to ensure adequate fire protection for Titus County. FCS will develop a plan and help the county conduct a search for a Fire Chief for the county. Staffing models will have options to include paid firefighters employed by the county as well as contract firefighters that are utilized to cover for overtime or vacation and sick time usage. FCS will work with Commissioners to bring the staffing cost in line with the budget that is proposed by the Commissioners.
7. Please find attached a proposed operational budget for year 1 of the Titus County Fire Department. This budget is a living document and has many avenues open to change and modification. There are some areas of the budget that have more opportunity for flexibility than others, however there are options to adjust any of the budget items.
8. FCS will develop Standard Operating Guidelines for the fire department that are required by the Texas Commission on Fire Protection to operate a paid fire department in the State of Texas. FCS will help coordinate orientation training from vendors on all equipment needed to perform the duties of fire protection to personnel hired by the county.

9. FCS will assist in registering the Titus County Fire Department with the Texas Commission on Fire Protection and assuring proper access and accounts are established with Texas A&M Forest Service and Texas Department of State Health Services as applicable.
10. Other areas that deserve consideration are as follows;
  - DISPATCH – 911 call handling is currently handled through Mt Pleasant Police Department. This means that when a 911 call is placed from anywhere in Titus County it is routed to Mt Pleasant Police Departments dispatch center. It is then processed for call type and agency and forwarded to the appropriate entity for response or further processing. This needs to be evaluated and a plan put in place to assure dispatch services for the proposed Titus County Fire Department.
  - TRAINING PROGRAM – There needs to be a training plan put in place for the fire department based on operational goals and objectives that bridges both paid and volunteer firefighters in Titus County. The county relies on the volunteer departments in Titus County and needs to provide a comprehensive training agenda to ensure the best delivery of fire protection service to the county.
  - RECORDS MANAGEMENT – Records management software needs to be implemented to assure all calls for service in the county are captured and properly processed to the correct agency for purposes of operational evaluation, statistical evaluation and grant processing. RMS software will elevate the department's ability to process data to ensure targeted training, increased grant awards, required reporting to the State agencies and accountability to the taxpayers in Titus County.

## **Conclusion**

Fire Chief Solutions can not adhere to the payment stipulation as noted in the RFP under MONTHLY REPORTING TO COMMISSIONERS' COURT & PAYMENT APPROVAL paragraph 2 stipulating a 10-month payout. That creates an untenable situation whereby FCS will not receive payment in full until approximately 3 months after the deadline to have the fire department operational. The bulk of the workload for establishing a fire department is on the front end of the project and that is how the payments should be according to that workload. FCS will be happy to discuss a suitable plan of payment that has producible goals or deliverables attached to payments and is approved by the Commissioners Court, but we cannot adhere to the 10 month payout that is specified in the RFP.

Any items that are listed in item 10 in the proposal will be handled in a separate contract. It is difficult to put a price on the dispatch function as it has many moving pieces and many options or solutions depending on equipment in place now and interoperability. FCS, if awarded the contract, will need to meet with numerous stakeholders and assess the current dispatch and radio situation within Titus county to evaluate equipment capability, infrastructure and

licensing to determine the best way to accomplish the dispatch function. Without doing this evaluation it would be irresponsible to guess at a price.

The records management software is a subscription-based system and pricing will be approximate until FCS can verify equipment in the volunteer fire departments and the number of users. Given the number of volunteers in the county and the number of employees proposed for Titus County Fire Department the initial purchase, installation and training should be able to be accomplished for approximately \$20,000. Subsequent user subscriptions after that should be approximately \$5,500 per year and will be absorbed in the departments operating budget.

Training for the first year can be managed by a pretty accurate assumption and should be close to the estimated price. Training for year one will include officer training, incident command training, pump operations, driver training and elements of wildland and structural fire training for suppression. This training will be most expensive in year one. Then as members become better trained and qualifications increase, the department will transition into a train the trainer model which will decrease training cost. First year's training cost will be approximately \$80,000. FCS proposes that the county utilize the funds already being paid to the volunteer fire departments to cover part of this cost for year one.



### Titus County Fire Department Operating Budget (County Employees)

Employee Rank	Base	SSI	Medicare	Work Comp	Retiremen	Med Ins	Dent Ins	Life Ins	Total per Ran	Total for Dept	
Firefighter	40,000	2,790	663	450	5,850	1,029	26	15	50,823	355761	
Engineer/Driver	43,500	3,224	754	520	6,760	1,029	26	15	55,828	167484	
Captain	47,000	3,658	856	590	7,670	1,029	26	15	60,844	182532	
Fire Chief	57,000	4,464	1,044	720	9,360	1,029	26	15	73,658	73658	
Admin Assistant	30,000	1,984	464	320	4,160	1,029	26	15	37,998	37998	
<b>7 Firefighters</b>										<b>Overtime</b>	<b>42,958</b>
<b>3 Engineers</b>											
<b>3 Captains</b>										<b>Total Payroll</b>	<b>859157</b>
<b>1 Fire Chief</b>											
<b>1 Admin Assistant</b>										<b>Total Operating Budget</b>	<b>1,010,773</b>



### Titus County Fire Department Operating Budget (Contract/County Employees)

Employee Rank	Base	SSI	Medicare	Work Comp	Retiremen	Med Ins	Dent Ins	Life Ins	Total per Ran	Total for Dept	
Firefighter	40,000	2,790	663	450	5,850	1,029	26	15	50,823	50823	
Engineer/Driver	43,500	3,224	754	520	6,760	1,029	26	15	55,828	167484	
Captain	47,000	3,658	856	590	7,670	1,029	26	15	60,844	182532	
Fire Chief	57,000	4,464	1,044	720	9,360	1,029	26	15	73,658	73658	
Admin Assistant	30,000	1,984	464	320	4,160	1,029	26	15	37,998	37998	
<b>1 Firefighters</b>										<b>Overtime</b>	<b>6,648</b>
<b>6 Contract FF</b>											
<b>3 Engineers</b>										<b>Contract Employees</b>	<b>146700</b>
<b>3 Captains</b>											
<b>1 Fire Chief</b>										<b>Total Payroll</b>	<b>664837</b>
<b>1 Admin Assistant</b>										<b>Total Operating Budget</b>	<b>782,161</b>

**TITUS COUNTY, TEXAS  
December 21, 2023**

**REQUEST FOR PROPOSAL FOR ASSISTANCE IN ESTABLISHING A COUNTY FIRE  
DEPARTMENT FOR THE PURPOSE OF PROVIDING FIRE PROTECTION FOR THE  
UNINCORPORATED AREAS OF THE COUNTY AND THE CITY OF TALCO**

**PROPOSAL DEADLINE:** January 9, 2024 at 9:00 AM

Electronic responses will not be accepted.

**RETURN PROPOSAL TO:** Titus County Auditor's Office  
100 West First Street, Suite 106  
Mt. Pleasant, Texas 75455

**MARK ENVELOPE:** Titus County – Assistance in Establishing County Fire Dept – Proposal # 2024-03

**PUBLIC OPENING WITH NAMES OF BIDDERS READ ALOUD ONLY:** January 9, 2024 at 9:30 AM  
Titus County Courtroom, Room 205  
Titus County Courthouse

**ANTICIPATED SELECTION DATE BY COMMISSIONERS' COURT:** Possibly January 22, 2024 or before as determined by county judge.

**LOCAL NEWSPAPER PUBLICATION DATES:** December 23, 2023 and December 30, 2023. See Exhibit C for copy of newspaper notice.

**TO OBTAIN A COPY OF THIS PROPOSAL:** Please refer to the Titus County website at [www.co.titus.tx.us](http://www.co.titus.tx.us) and select the link listed in the lower left side of the home page labeled PURCHASING, then click on ASSISTANCE IN ESTABLISHING COUNTY FIRE DEPARTMENT. You may also contact the Titus County Auditor at 903-572-8101 or by email at [auditor@co.titus.tx.us](mailto:auditor@co.titus.tx.us).



**INTRODUCTION**

Titus County is soliciting proposals for assistance in establishing a Titus County Fire Department for the purpose of providing fire protection for the unincorporated areas of the County and the City of Talco. Titus County appreciates your time and effort in preparing a proposal.

**QUESTIONS**

Please direct all questions regarding this RFP to the Titus County Judge at 903-577-6791 or at [mwalden@co.titus.tx.us](mailto:mwalden@co.titus.tx.us). Any updates, questions with responses, addenda and special notices related to this application will be posted on the Titus County website at [www.co.titus.tx.us](http://www.co.titus.tx.us) accessed by following the link listed on the lower left side of the home page labeled PURCHASING, Assistance in Establishing County Fire Department – Addenda. It is the applicant's sole responsibility to review this site and retrieve any related documents prior to the proposal deadline.

**PURPOSE & OBJECTIVES**

The purpose of this proposal is to meet the requirements of the local government code state purchasing requirements.

The primary objective is to allow the Titus County Commissioners Court to have sufficient information to select the best well qualified proposal that offers the most favorable terms and conditions at the sole discretion of Commissioners Court.

**SPECIFICATIONS & SCOPE OF WORK**

The specifications for Assistance in Establishing the County Fire Department are attached in Exhibit A. Please note that all specifications are as written or equivalent. Any deviation, alternate or equivalent from the requested specifications must be so noted in the proposal response.

**EVALUATION CRITERIA**

The submitted proposals shall be reviewed based on the following criteria:

- \*Purchase price
- \*Reputation of vendor & vendor's goods or services
- \*Quality of the vendor's goods and services as compared to the specifications
- \*Extent to which the goods or services meet the needs of the County
- \*Vendor's past relationship with the County
- \*Total long-term cost of ownership of the goods or services

\*Location of proposed equipment in consideration of cost of on-site visit and test drives, if applicable

\*Availability to test drive the proposed equipment, if desired by Commissioners' Court,

\*Any other item of interest determined to be in the best interest of Titus County.

Negotiations may be conducted with vendors whose submitted proposal is determined to be reasonably anticipated of possibly being selected for award. The award will not necessarily be made to the vendor submitting the lowest price proposal.

The County reserves the right to request additional information including references for similar work performed or to meet with representatives of the proposer, to test drive and evaluate any equipment, and to discuss or clarify items in the proposal. Any and all information collected during these interactions may be used in analyzing the proposal. All of these elements combine for the evaluation of the proposal.

The County will select the proposer that submits the best, most responsive overall proposal to satisfy the needs of the Titus County as determined solely by the Commissioners' Court and reserves the right to waive any technicalities in the best interest of Titus County.

#### **ATTACHMENTS**

Exhibit A – Specifications for Assistance in Establishing County Fire Department (2 Pages)

Exhibit B – Contract Summary (2 Pages)

Exhibit C – Newspaper Advertisement

#### **ETHICAL STANDARD – CONFLICT OF INTEREST**

No County official or employee shall have interest in any contract resulting from this proposal. County officials or employees with possible conflicts are required complete a Local Government Office Conflicts Disclosure Statement as provided by the Texas Ethics Commission.

If applicable, original completed forms should be sent to the Titus County Clerk's Office. Please see contact information below for this form:

Titus County Clerk  
Titus County Courthouse  
100 West First Street, Suite 204  
Mt. Pleasant, Texas 75455

The company of the bid selected may be required to complete a Conflict-of-Interest Questionnaire as provided by the Texas Ethics Commission.

**CONTRACT SUMMARY – CONTACT INFORMATION & AUTHORIZATION**

See Exhibit B for the contract summary which is to be returned with bid.

**SUBMITTAL INSTRUCTIONS**

Sealed proposals clearly marked:

“Titus County – Assistance in Establishing County Fire Department – Proposal # 2024-03 and shall be delivered on or before January 9, 2024 at 9:00 AM to the following:

Titus County Auditor’s Office – Titus County Courthouse  
100 West First Street, Suite 106  
Mt. Pleasant, Texas 75455

Proposers are responsible for actual delivery of the proposal on or before the date and time set for the deadline at the required location. The mere fact that a proposal was dispatched will not be considered including any proposals delivered to the incorrect address/location.

**Items to Submit:**

- 1) A complete copy of this application,
- 2) Contract Summary signed by authorized officer, Exhibit B with the proposal amount completed,
- 3) Description of proposal for items 1-9 of specifications, if desired, and
- 4) Description of any other recommendations for Item 10 of specifications, if desired.

**SPECIFICATIONS – FOR ASSISTANCE IN ESTABLISHING COUNTY FIRE DEPARTMENT**

- 1) \*All specifications listed below should be in compliance with the State of Texas Fire Department Regulations for County Owned and Managed Fire Departments.
- 2) \*These items may be financed through a purchase, lease, or rental as determined by Commissioners' Court.
- 3) \*Recommend a local facility to house a fire department including main building to house equipment and living quarters for fire department staff and related utility services.
- 4) \*Locate and ensure delivery of appropriate fire apparatus/trucks
- 5) \*Locate and ensure delivery of appropriate tools and equipment
- 6) \*Propose adequate staffing plan to ensure the appropriate amount of fire protection
- 7) \*Develop and present an operational budget for the first year of operations
- 8) \*Develop and compose staff manuals and operating manuals
- 9) \*Set up appropriate oversight and/or register with State of Texas
- 10) \*Other recommendations. Should proposer be aware of other considerations, please include information on those items.

**TARGET COMPLETION DATES FOR ALL TASKS: September 15, 2024**

Titus County's current agreement for fire protection with the City of Mt. Pleasant expires September 30, 2024. The goal of this contract is to select a well-suited proposer who can deliver the above items fully operational with a targeted completion date of September 15, 2024.

Exhibit A Continued

Page 2 of 2

**COMPETITIVE PURCHASING - REQUIRED**

Items to be purchased necessary to establish a county fire department including those listed in the specifications section of this document are subject to the purchasing requirements of Chapter 262 of the Local Government Code. It is imperative that the selected proposer is fully aware of the statutory requirements and plans sufficient time in the implementation schedule to allow full compliance.

**PROPOSAL AMOUNT**

Commissioners' Court is seeking a lump sum proposal to include specification items # 1-9 as listed on the previous page.

Proposers may also include a lump sum proposal for specification item #10 as listed on the previous page.

**CHANGE ORDERS**

Should commissioners approve other recommendations resulting in either increased or decreased specifications or costs, such departures will be documented as a change order to the original contract.

**MONTHLY REPORTING TO COMMISSIONERS' COURT & PAYMENT APPROVAL**

The approved proposer will appear before Commissioners' Court monthly, or more often if requested, or to meet the purchasing requirements, and to provide an update of the work performed, and to seek input from commissioners and to request payment for the monthly invoice.

Titus County anticipates using the fixed price billing method. Once the initial contract has been approved by Commissioners' Court the approved proposal amount will be paid evenly over the course of the following 10 months provided Commissioners' Court approves the monthly invoice.

Exhibit B

Page 1 of 2

**CONTRACT SUMMARY**

The undersigned agrees that this proposal becomes the property of Titus County after the official opening.

The undersigned affirms that they have familiarized themselves with the entire proposal packet and fully disclosed any known alternatives, variations, or equivalents within this proposal response.

The undersigned agrees, if this application is accepted, to furnish any and all items/services based on the terms of this agreement.

The undersigned affirms that they are authorized to act on behalf of the company represented, that this application has not been prepared in collusion with any other proposer, nor any employee of Titus County, and that the contents of this proposal have not been communicated to any other applicant or to any employee of Titus County prior to the official opening of this application process.

The undersigned affirms that they have read and do understand the requirements stated within this proposal including any addenda and the specifications as presented in Exhibit A.

Once an agreement has been reached with a proposer, all change orders to this agreement must be approved in writing. Each change order should include the detailed cost for the change as well as the final cost of the contract.

LUMP SUM PROPOSAL AMOUNT FOR ITEMS 1 -9 OF SPECIFICATIONS      \$ 56,000  
 (enter amount)

LUMP SUM PROPOSAL AMOUNT FOR OTHER RECOMMENDATIONS FOR ITEM 10 OF SPECIFICATIONS      \$ SEE BELOW \*  
 (enter amount)

\* These items will either be covered in the operational budget or if not will have to be scoped before a price can be determined.

Failure to complete and sign this form may result in the rejection of the entire application.

SIGNATURE J. Gregg Loyd

J. Gregg Loyd  
 Print Authorized Officer's Name

OWNER/CEO  
 Print Authorized Officer's Title

Fire Chief Solutions  
 Name of Company

1/2/2024  
 Date

2002 Tulane Ave  
 Address

903-870-6426  
 Office Phone Number

GAINESVILLE, TX. 76240  
 City, State, Zip Code

903-870-6426  
 Cell Phone or Other Phone Number

info@firechiefolutions.com  
 General Email for Company

gregg@firechiefolutions.com  
 Email Directly to Above Authorized Officer

To: Mt. Pleasant Daily Tribune

From: Barbara Shurbet, Titus County Auditor

Subject: Proposal Notice – Assistance in Establishing County Fire Department – Prop# 2024-03

Date: December 21, 2023

Please run the following notice on December 23, 2023 and December 30, 2023

Request for Proposals # 2024-03  
Assistance in Establishing County Fire Department

The Commissioners' Court of Titus County, Texas hereby provides notice of a Request for Proposals for Assistance in Establishing a County Fire Department. All candidates must comply with applicable state statutes as outlined in the RFP.

To obtain a RFP, please visit the homepage of the Titus County website at: [www.co.titus.tx.us](http://www.co.titus.tx.us) and click on the Purchasing Link on the left bottom section of the homepage then click on Assistance in Establishing County Fire Department or call 903-572-8101 or contact the auditor's office at [auditor@co.titus.tx.us](mailto:auditor@co.titus.tx.us).

Sealed proposals will be accepted on or before January 9, 2024 at 9:00 AM in the auditor's office at 100 West First Street, Suite 106, Mt. Pleasant, Texas 75455. Proposals will be opened and read aloud on January 9, 2024 at 9:30 am in Room 205 of the Titus County Courthouse.

Lump sum proposal method will apply with fixed priced monthly billing payable upon approval of Titus County Commissioners' Court. Titus County reserves the right to accept or reject in whole or in part any proposal received and to waive any irregularities or formalities in the best interest of the County.



FROM:

Five Chief Solutions  
Gregg Loyd  
2002 Tulane Ave  
Ft. Worth, TX  
Auditor's Office

JAN 04 11:24

76240

*1/4M*  
*2:24*

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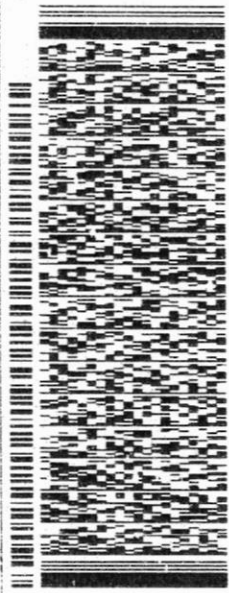
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1014 E HAY 82  
GAINESVILLE, TX 76240  
UNITED STATES US

TO TITUS COUNTY COURTHOUSE  
TITUS COUNTY AUDITOR'S OFFICE  
100 W 1ST ST STE 106

MT PLEASANT TX 75455  
REF: GREGG LOYD  
INU: PKG ID: 312008  
DEPT:

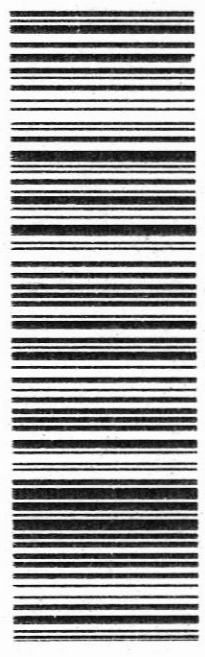


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PRIORITY OVERNIGHT

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XP TXKA

75455  
TX-US SHV



USPS is not responsible for any loss, damage, or delay in delivery of this item. Where allowed by law, shippers authorize USPS to act as forwarding agent for export control and customs forms. If returned from the US, shippers certify that the commodity, technology or software were exported from the US in accordance with the Export Administration Regulations. Deviation contrary to law is prohibited.

Rec'd 1-9-24 @ 8:50am

Original

1) Texas Business in Malakoff, TX



**SOLOMON SAFETY**

2) total consulting is correct.

3) offer other services

Per Mark Spahlinger

Titus County - Assistance in Establishing County Fire Department - Proposal # 2024-03

It is the sincere pleasure of Solomon Safety Group to provide this RFP to Titus County.

Solomon Safety Group is extremely qualified to provide these services having overseen and implemented more start up fire departments than any other company.

Simply said, this is exactly what Solomon Safety Group does, and Titus County will receive the full benefit of decades of experience and expertise that Solomon Safety Group provides.

Fire Chief Mark Spahlinger will be the day to day contact for Titus County - he recently completed a very successful start up of another new fire department in Texas. Chief Spahlinger will be supported by Fire Chief Dave Phillips, an industry veteran who has overseen and assisted with numerous start ups around the country ranging from Tennessee and Georgia all the way to Montana and Oregon. Chief Spahlinger and Chief Phillips will have the entire Solomon Safety team available to support as well as a variety of subject matter experts to call on as needed to help craft the best possible department for the available funds.

We are pleased to provide both of their resumes upon request, as well as references and any other information you desire to obtain.

We are able to provide all of the services listed in the RFP for \$2,633.00

We look forward to supporting Titus County on this project.

James Wessel  
President  
Solomon Safety Group

**Mark Spahlinger**  
LONG COVE FIRE CHIEF

C 214.715.4157  
MARK@LONGCOVEFIRERESCUE.COM  
LCFD@LONGCOVETX.COM

3250 TX STATE HIGHWAY 198  
MALAKOFF, TX 75148  
longcovetx.com

**TITUS COUNTY, TEXAS**

**December 21, 2023**

**REQUEST FOR PROPOSAL FOR ASSISTANCE IN ESTABLISHING A COUNTY FIRE DEPARTMENT FOR THE PURPOSE OF PROVIDING FIRE PROTECTION FOR THE UNINCORPORATED AREAS OF THE COUNTY AND THE CITY OF TALCO**

**PROPOSAL DEADLINE:** January 9, 2024 at 9:00 AM

Electronic responses will not be accepted.

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100 West First Street, Suite 106  
Mt. Pleasant, Texas 75455

**MARK ENVELOPE:** Titus County – Assistance in Establishing County Fire Dept – Proposal # 2024-03

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Titus County Courtroom, Room 205  
Titus County Courthouse

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**INTRODUCTION**

Titus County is soliciting proposals for assistance in establishing a Titus County Fire Department for the purpose of providing fire protection for the unincorporated areas of the County and the City of Talco. Titus County appreciates your time and effort in preparing a proposal.

**QUESTIONS**

Please direct all questions regarding this RFP to the Titus County Judge at 903-577-6791 or at [mwalden@co.titus.tx.us](mailto:mwalden@co.titus.tx.us). Any updates, questions with responses, addenda and special notices related to this application will be posted on the Titus County website at [www.co.titus.tx.us](http://www.co.titus.tx.us) accessed by following the link listed on the lower left side of the home page labeled PURCHASING, Assistance in Establishing County Fire Department – Addenda. It is the applicant's sole responsibility to review this site and retrieve any related documents prior to the proposal deadline.

**PURPOSE & OBJECTIVES**

The purpose of this proposal is to meet the requirements of the local government code state purchasing requirements.

The primary objective is to allow the Titus County Commissioners Court to have sufficient information to select the best well qualified proposal that offers the most favorable terms and conditions at the sole discretion of Commissioners Court.

**SPECIFICATIONS & SCOPE OF WORK**

The specifications for Assistance in Establishing the County Fire Department are attached in Exhibit A. Please note that all specifications are as written or equivalent. Any deviation, alternate or equivalent from the requested specifications must be so noted in the proposal response.

**EVALUATION CRITERIA**

The submitted proposals shall be reviewed based on the following criteria:

- \*Purchase price
- \*Reputation of vendor & vendor's goods or services
- \*Quality of the vendor's goods and services as compared to the specifications
- \*Extent to which the goods or services meet the needs of the County
- \*Vendor's past relationship with the County
- \*Total long-term cost of ownership of the goods or services

\*Location of proposed equipment in consideration of cost of on-site visit and test drives, if applicable

\*Availability to test drive the proposed equipment, if desired by Commissioners' Court,

\*Any other item of interest determined to be in the best interest of Titus County.

Negotiations may be conducted with vendors whose submitted proposal is determined to be reasonably anticipated of possibly being selected for award. The award will not necessarily be made to the vendor submitting the lowest price proposal.

The County reserves the right to request additional information including references for similar work performed or to meet with representatives of the proposer, to test drive and evaluate any equipment, and to discuss or clarify items in the proposal. Any and all information collected during these interactions may be used in analyzing the proposal. All of these elements combine for the evaluation of the proposal.

The County will select the proposer that submits the best, most responsive overall proposal to satisfy the needs of the Titus County as determined solely by the Commissioners' Court and reserves the right to waive any technicalities in the best interest of Titus County.

#### **ATTACHMENTS**

Exhibit A – Specifications for Assistance in Establishing County Fire Department (2 Pages)

Exhibit B – Contract Summary (2 Pages)

Exhibit C – Newspaper Advertisement

#### **ETHICAL STANDARD – CONFLICT OF INTEREST**

No County official or employee shall have interest in any contract resulting from this proposal. County officials or employees with possible conflicts are required complete a Local Government Office Conflicts Disclosure Statement as provided by the Texas Ethics Commission.

If applicable, original completed forms should be sent to the Titus County Clerk's Office. Please see contact information below for this form:

Titus County Clerk  
Titus County Courthouse  
100 West First Street, Suite 204  
Mt. Pleasant, Texas 75455

The company of the bid selected may be required to complete a Conflict-of-Interest Questionnaire as provided by the Texas Ethics Commission.

**CONTRACT SUMMARY – CONTACT INFORMATION & AUTHORIZATION**

See Exhibit B for the contract summary which is to be returned with bid.

**SUBMITTAL INSTRUCTIONS**

Sealed proposals clearly marked:

“Titus County – Assistance in Establishing County Fire Department – Proposal # 2024-03 and shall be delivered on or before January 9, 2024 at 9:00 AM to the following:

Titus County Auditor’s Office – Titus County Courthouse  
100 West First Street, Suite 106  
Mt. Pleasant, Texas 75455

Proposers are responsible for actual delivery of the proposal on or before the date and time set for the deadline at the required location. The mere fact that a proposal was dispatched will not be considered including any proposals delivered to the incorrect address/location.

**Items to Submit:**

- 1) A complete copy of this application,
- 2) Contract Summary signed by authorized officer, Exhibit B with the proposal amount completed,
- 3) Description of proposal for items 1-9 of specifications, if desired, and
- 4) Description of any other recommendations for Item 10 of specifications, if desired.

**SPECIFICATIONS – FOR ASSISTANCE IN ESTABLISHING COUNTY FIRE DEPARTMENT**

- 1) \*All specifications listed below should be in compliance with the State of Texas Fire Department Regulations for County Owned and Managed Fire Departments.
- 2) \*These items may be financed through a purchase, lease, or rental as determined by Commissioners' Court.
- 3) \*Recommend a local facility to house a fire department including main building to house equipment and living quarters for fire department staff and related utility services.
- 4) \*Locate and ensure delivery of appropriate fire apparatus/trucks
- 5) \*Locate and ensure delivery of appropriate tools and equipment
- 6) \*Propose adequate staffing plan to ensure the appropriate amount of fire protection
- 7) \*Develop and present an operational budget for the first year of operations
- 8) \*Develop and compose staff manuals and operating manuals
- 9) \*Set up appropriate oversight and/or register with State of Texas
- 10) \*Other recommendations. Should proposer be aware of other considerations, please include information on those items.

**TARGET COMPLETION DATES FOR ALL TASKS: September 15, 2024**

Titus County's current agreement for fire protection with the City of Mt. Pleasant expires September 30, 2024. The goal of this contract is to select a well-suited proposer who can deliver the above items fully operational with a targeted completion date of September 15, 2024.

**COMPETITIVE PURCHASING - REQUIRED**

Items to be purchased necessary to establish a county fire department including those listed in the specifications section of this document are subject to the purchasing requirements of Chapter 262 of the Local Government Code. It is imperative that the selected proposer is fully aware of the statutory requirements and plans sufficient time in the implementation schedule to allow full compliance.

**PROPOSAL AMOUNT**

Commissioners' Court is seeking a lump sum proposal to include specification items # 1-9 as listed on the previous page.

Proposers may also include a lump sum proposal for specification item #10 as listed on the previous page.

**CHANGE ORDERS**

Should commissioners approve other recommendations resulting in either increased or decreased specifications or costs, such departures will be documented as a change order to the original contract.

**MONTHLY REPORTING TO COMMISSIONERS' COURT & PAYMENT APPROVAL**

The approved proposer will appear before Commissioners' Court monthly, or more often if requested, or to meet the purchasing requirements, and to provide an update of the work performed, and to seek input from commissioners and to request payment for the monthly invoice.

Titus County anticipates using the fixed price billing method. Once the initial contract has been approved by Commissioners' Court the approved proposal amount will be paid evenly over the course of the following 10 months provided Commissioners' Court approves the monthly invoice.



Exhibit B  
Page 1 of 2

**CONTRACT SUMMARY**

The undersigned agrees that this proposal becomes the property of Titus County after the official opening.

The undersigned affirms that they have familiarized themselves with the entire proposal packet and fully disclosed any known alternatives, variations, or equivalents within this proposal response.

The undersigned agrees, if this application is accepted, to furnish any and all items/services based on the terms of this agreement.

The undersigned affirms that they are authorized to act on behalf of the company represented, that this application has not been prepared in collusion with any other proposer, nor any employee of Titus County, and that the contents of this proposal have not been communicated to any other applicant or to any employee of Titus County prior to the official opening of this application process.

The undersigned affirms that they have read and do understand the requirements stated within this proposal including any addenda and the specifications as presented in Exhibit A.

Once an agreement has been reached with a proposer, all change orders to this agreement must be approved in writing. Each change order should include the detailed cost for the change as well as the final cost of the contract.

LUMP SUM PROPOSAL AMOUNT FOR ITEMS 1 -9 OF SPECIFICATIONS \$ 2,633<sup>00</sup>  
(enter amount)

LUMP SUM PROPOSAL AMOUNT FOR  
OTHER RECOMMENDATIONS FOR ITEM 10 OF SPECIFICATIONS \$ \_\_\_\_\_  
(enter amount)

Failure to complete and sign this form may result in the rejection of the entire application.

SIGNATURE \_\_\_\_\_

JAMES F. WESSEL  
Print Authorized Officer's Name

PRESIDENT  
Print Authorized Officer's Title

SOLOMON SAFETY GROUP  
Name of Company

1-8-24  
Date

15410 Hwy 231  
Address

256-498-0188  
Office Phone Number

UNION GROVE, AL 35175  
City, State, Zip Code

256-651-7388  
Cell Phone or Other Phone Number

INFO@SOLOMONSAFETY.COM  
General Email for Company

JWESSEL@FIRETRUCKMAIL.COM  
Email Directly to Above Authorized Officer

To: Mt. Pleasant Daily Tribune

From: Barbara Shurbet, Titus County Auditor

Subject: Proposal Notice – Assistance in Establishing County Fire Department – Prop# 2024-03

Date: December 21, 2023

Please run the following notice on December 23, 2023 and December 30, 2023

Request for Proposals # 2024-03  
Assistance in Establishing County Fire Department

The Commissioners' Court of Titus County, Texas hereby provides notice of a Request for Proposals for Assistance in Establishing a County Fire Department. All candidates must comply with applicable state statutes as outlined in the RFP.

To obtain a RFP, please visit the homepage of the Titus County website at: [www.co.titus.tx.us](http://www.co.titus.tx.us) and click on the Purchasing Link on the left bottom section of the homepage then click on Assistance in Establishing County Fire Department or call 903-572-8101 or contact the auditor's office at [auditor@co.titus.tx.us](mailto:auditor@co.titus.tx.us).

Sealed proposals will be accepted on or before January 9, 2024 at 9:00 AM in the auditor's office at 100 West First Street, Suite 106, Mt. Pleasant, Texas 75455. Proposals will be opened and read aloud on January 9, 2024 at 9:30 am in Room 205 of the Titus County Courthouse.

Lump sum proposal method will apply with fixed priced monthly billing payable upon approval of Titus County Commissioners' Court. Titus County reserves the right to accept or reject in whole or in part any proposal received and to waive any irregularities or formalities in the best interest of the County.

Solomon Safety  
15410 US Hwy 231  
Union Grove, AL 35175  
on cover letter

Received  
JAN 09 2024  
Auditor Office

Business Card - hand delivered  
Mark Spahlinger  
3250 TX State Hwy, 198  
Malakoff, TX 75148

MR / 05:08

Titus County - Assistance in Establishing  
County Fire Dept - Proposal # 2024-03