

Tiffin Fire Department

From the desk of - Assistant Fire Chief/Fire Marshal Bill Erb



MEMORANDUM

TO: Honorable Mayor and Tiffin City Council

CC: Doug Boldt, City Administrator

FROM: Bill Erb, Assistant Fire Chief/Fire Marshal

RE: 28E Agreement with North Liberty Fire Department-Shared Use of Facepiece Fit Testing Equipment

DATE: October 20, 2025

The purpose of this memo is to request City Council authorization to enter into a 28E agreement with the North Liberty Fire Department to share their facepiece fit testing equipment. This agreement establishes a multi-year arrangement that will allow both organizations to share equipment efficiently, reduce costs, and ensure compliance with respiratory protection standards.

OSHA's Respiratory Protection Standard (29 CFR 1910.134) requires annual fit testing for all personnel using tight-fitting respirators, including SCBA facepieces. Compliance is mandatory for all personnel engaged in interior firefighting operations.

Currently, Tiffin uses MacQueen for annual fit testing at a rate of \$138.00 per member. With an anticipated 30 members by FY2026, this equates to \$4,140.00 annually.

Purchasing our own tester would cost approximately \$14,000.00, with an annual calibration fee of \$1,400.00.

Agreement Overview:

- **Shared Use:** Tiffin and North Liberty would share the tester for annual fit testing and accommodate additional staff as our department grows.
- **Cost Sharing:**
 - Split the annual calibration fee (\$700 each).
 - Share repair and replacement costs equally; Tiffin will reimburse North Liberty for 50% of such expenses.
- **Termination:** If the agreement is terminated, North Liberty will reimburse Tiffin 50% of the remaining value of the tester, prorated over its projected ten-year useful life.

Estimated Annual Savings:

- 30 members x \$138.00 (MacQueen rate) = \$4,140.00
- Minus half calibration fee = \$700.00
- Net Savings: \$3,440.00 annually