

CALENDAR FOR THE BOARD OF DIRECTORS
CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
BOARD CHAMBERS, ADMINISTRATION BUILDING, 1025 ESCOBAR STREET
MARTINEZ, CALIFORNIA 94553-1229

KAREN MITCHOFF, *CHAIR*
FEDERAL D. GLOVER, *VICE CHAIR*
JOHN GIOIA
CANDACE ANDERSEN
DIANE BURGIS

MONICA NINO, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 655-2075
LEWIS T. BROSCARD III, FIRE CHIEF

To slow the spread of COVID-19, in lieu of a public gathering, the Board meeting will be accessible via television and live-streaming to all members of the public as permitted by Government Code section 54953(e). Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov.

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY CALL IN DURING THE MEETING BY DIALING **888-278-0254** FOLLOWED BY THE ACCESS CODE **843298#**. To indicate you wish to speak on an agenda item, please push "#2" on your phone. Access via Zoom is also available via the following link: <https://ccccounty-us.zoom.us/j/87344719204>. To indicate you wish to speak on an agenda item, please "raise your hand" in the Zoom app.

Meetings of the Board are closed-captioned in real time. Public comment generally will be limited to two minutes. Your patience is appreciated. A Spanish language interpreter is available to assist Spanish-speaking callers.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

ANNOTATED AGENDA & MINUTES
January 18, 2022

Present: Director John Gioia; Director Candace Andersen; Director Diane Burgis; Director Karen Mitchoff; Director Federal D. Glover

Staff Present: Monica Nino, County Administrator
Lewis Broschard, Fire Chief

1:00 P.M. Convene and call to order.

Called to order at 2:32 p.m.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.4 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no consent items removed for discussion.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

No name given, requests additional time for speakers to call in on an agenda item and would like information on the closure and siting of the Pinole Animal Shelter.

County staff will contact the caller to provide information.

D.3 CONSIDER accepting a report from the Deputy Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects. (Aaron J. McAlister, Deputy Fire Chief)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

D.4 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis T. Broschard III, Fire Chief)

Speakers: No name given, would like an update on the construction of Fire Station 74.

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

ADJOURN

Adjourned today's meeting at 2:53 p.m.

CONSENT ITEMS

C.1 APPROVE the design and bid documents for generator replacements at Fire Stations No. 2 and No. 81 and AUTHORIZE the Fire Chief to solicit bids for the project. (75% federal; 25% local agency match)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

- C.2** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a purchase contract with Golden State Fire Apparatus for the manufacture and sale of six (6) Type I Pierce fire engines; to execute a new lease schedule to the Master Lease Agreement with PNC Equipment Finance, LLC; and to execute a four-party agreement among Golden State Fire Apparatus; PNC Equipment Finance, LLC; Pierce Manufacturing, Inc.; and the Contra Costa County Fire Protection District. (100% CCCFPD Operating Fund)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

- C.3** ACCEPT the 2021 Annual Report of the Advisory Fire Commission, as recommended by the Fire Chief. (No fiscal impact)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

- C.4** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Amendment with RRM Design Group, to increase the payment limit by \$250,000 to a new payment limit of \$1,550,000, and to extend the term from January 15, 2023, to September 15, 2023, to provide architectural services for the remodel of Fire Station No. 9 in Pacheco and Fire Station No. 86 in Bay Point. (100% 2021 Lease Revenue Bonds)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

GENERAL INFORMATION

The Board meets in its capacity as the Board of Directors of the Contra Costa County Fire Protection District pursuant to Ordinance Code Section 24-2.402. Persons who wish to address the Board of Directors should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours. All matters listed under CONSENT ITEMS are considered by the Board of Directors to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt. Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board.

Comments on matters listed on the agenda or otherwise within the purview of the Board of Directors can be submitted to the office of the Clerk of the Board via mail: Contra Costa County Fire Protection District Board of Directors, 1025 Escobar Street first floor, Martinez, CA 94553; by fax: 925-655-2006 or to clerkoftheboard@cob.cccounty.us.

The District will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000. An assistive listening device is available from the Clerk, First Floor. Copies of recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 655-2000, to make the necessary arrangements. Applications for personal subscriptions to the Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 655-2000. The Board of Directors' agenda and meeting materials are available for inspection at least 96 hours prior to each meeting at the Office of the Clerk of the Board, 1025 Escobar Street, First floor, Martinez, California.

Subscribe to receive the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

www.co.contra-costa.ca.us

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, February 14, 2022 at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

The Contra Costa County Fire Protection District has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill

ABAG Association of Bay Area Governments

ACA Assembly Constitutional Amendment

ADA Americans with Disabilities Act of 1990

AFSCME American Federation of State County and Municipal Employees

ARRA American Recovery & Reinvestment Act of 2009

BAAQMD Bay Area Air Quality Management District

BART Bay Area Rapid Transit District

BayRICS Bay Area Regional Interoperable Communications System

BGO Better Government Ordinance
BOC Board of Commissioners
CALTRANS California Department of Transportation
CAER Community Awareness Emergency Response
CAL-EMA California Emergency Management Agency
CAO County Administrative Officer or Office
CCE Community Choice Energy
CBC California Building Code
CCCPCD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CFC California Fire Code
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCPCD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPF – California Professional Firefighters
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
EBMUD East Bay Municipal Utility District
ECCPCD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FTE Full Time Equivalent
FY Fiscal Year
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IAFF International Association of Firefighters
ICC International Code Council
IFC International Fire Code
Inc. Incorporated
IOC Internal Operations Committee

ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
Local 1230 Contra Costa County Professional Firefighters Local 1230
MAC Municipal Advisory Council
MBE Minority Business Enterprise
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
NFPA National Fire Protection Association
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
UCOA United Chief Officers Association
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: January 18, 2022

Subject: Update on Fire Station Construction Projects - January 18, 2021

RECOMMENDATION(S):

ACCEPT a report from the Deputy Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects.

FISCAL IMPACT:

Status report only. No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Deputy Fire Chief is providing a report on the status and progress of District fire station construction projects.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive a status summary for Contra Costa County Fire Protection District fire station construction projects

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen,
Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 18, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Aaron McAlister, Deputy Fire Chief (925)
941-3300 x1101

By: June McHuen, Deputy

cc:

ATTACHMENTS

Construction Projects Update - January 2022



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

January 18, 2022

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Update on Fire Station Construction Projects

- **Fire Station 86 – Bay Point**

The building is completely framed, and the roof structure is complete. Exterior stucco is in progress. Sheetrock is on site and will begin soon. While the project is currently 55 days ahead of schedule, the anticipated completion date remains December 2022.



- **Fire Station 9 – Pacheco**

The District is now in possession of preliminary environmental reports required for Federal Aviation Administration (FAA) review. We expect to learn this month if the FAA has concerns about obtaining approval for the non-aviation use of the proposed site. If we receive positive news, we will move forward with the full FAA application and proceed with construction drawings. Additional reports for California Environmental Quality Act (CEQA) are still in progress.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard, III, Chief, Contra Costa Fire Protection District
Date: January 18, 2022

Subject: Fire Chief's Report - January 18, 2021

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Fire Chief is providing a report on the status and progress of the various District initiatives.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive the most up to date information regarding ongoing Fire District activities and initiatives.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
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Federal D. Glover, Director

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ATTESTED: January 18, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lewis T. Broschard III, Fire Chief (925)
941-3300

By: June McHuen, Deputy

cc:

CLERK'S ADDENDUM

Speakers: No name given, would like an update on the construction of Fire Station 74.

ATTACHMENTS

Fire Chief's January 2022 Report



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

January 18, 2022

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Annexation Update. The annexation initiative with East Contra Costa Fire continues to move through the LAFCo process. We are expecting the sphere of influence change to be considered by LAFCo on January 12 and the annexation application to be considered at a LAFCo hearing in February. We continue the ongoing planning process and have held two organization-wide webinars to keep our members informed. Support from Measure X funds is assisting with both fire station construction and reopening, apparatus procurement, and staffing which will further support annexation.
- Pinole Fire Contract for Service Initiative. We held an initial discussion with the City Manager, Fire Chief, and LAFCo staff early this month. Additional steps in pursuing a contract for service are in process. Measure X funding is providing critical support for this initiative. We will continue to work closely with Pinole's Council, City Manager, and Fire Chief to pursue this option which will enhance fire service capabilities in this West County community and serve to better support the Battalion 7 arrangement there.
- EMS Update. The spike in Omicron variant COVID cases early this month put considerable strain on the entire emergency medical system from dispatch to response and transport and emergency rooms. This resulted in increases in demand for service at a time during which staffing challenges were being experienced as a result of employee infections. The EMS Division considered and implemented a number of mitigating factors to ensure continuity of EMS operations during this challenging period which we expect to moderate in the coming weeks.

We obtained approvals by the LEMSA to utilize Basic Life Support (BLS) ambulances as augmentation to Advanced Life Support (ALS) units to provide much needed additional transport capacity. The LEMSA authorized a revised policy to treat and refer certain patients at the scene without transport to the hospital. We received authorization to use non-911 system BLS resources from other providers, as well as authorization to use our firefighter-paramedics as the primary patient care provider, as needed, to effect transport to the hospital in the absence of normally

available ALS resources. Similarly, we continue our efforts to reduce Ambulance Patient Off-Load Times (APOT) at hospital emergency rooms while we implement stopgap measures, including dispatching EMS supervisors, to mitigate this problem. The LEMSA, Alliance, and Hospital Council continue to discuss this problem; and the Alliance is requesting a follow-up meeting with hospital representatives to identify solutions to this continuing crisis.

We need the public's assistance to only use the 911 system for medical emergencies and not for routine requests or non-emergency transport to the hospital. The emergency ambulance system is under considerable strain with historic levels of demand at a time when there are significant staffing shortages as a result of COVID.

The EMS Division has also been working nonstop to maintain adequate levels of PPE to keep frontline personnel protected. Supply chain issues have complicated these efforts, especially when it comes to COVID testing kits which are in high demand. In early January, we were able to place an order for 5,000 kits which should be delivered later this month.

- Fire Prevention Update. The new Amanda software that supports issuing permits, scheduling inspections, and organizing all the inspection reports went live in December. We are still working on cleaning up the database and ensuring all the current records with active permits were successfully migrated into the system.



Fire Inspector I recruitment began the first week of January to fill four current Bureau vacancies.

Fire Inspector II vacancies were filled by two internal Contra Fire Inspector I promotions in early January. Inspectors Taylor King and Joe Burgueno were promoted.

- Logistics Update. Four fire engines from previous orders are due to be received this year. Based on expected need, we have placed an additional order for six Type I engines to be delivered in late 2022 or 2023.
- Training Update. Academy 56 is now in week 14 of its 19 week course of instruction. Recent major training elements have focused on intensive and realistic fire control and petrochemical fire activities. The Training Division is prioritizing health safety in an effort to maximize completion of the academy by all recruits.
- Communications Update. The Communications Center is monitoring the current spike in COVID cases and working hard to keep staff safe and healthy to ensure adequate staffing at the center.

Recruitment efforts continue for a number of key positions. The Fire Communications Manager recruitment will be relaunched in the next few weeks, and we hope to see

an increase in the number of qualified candidates. Conditional offers have been made and accepted for one of the two vacant Fire Dispatcher positions and the vacant IS Tech II position. Background investigations are in progress for both.

The design phase of the pending Communications Center remodel continues with good progress toward the eventual new center being located in the old administrative building.



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
 Date: January 18, 2022

Subject: Advertisement for Generator Replacements for Fire Stations No. 2 (Pleasant Hill) and No. 81 (Antioch)

RECOMMENDATION(S):

1. APPROVE the design and bid documents, including the plans and specifications, for generator replacements at Fire Station No. 2, located at 2012 Geary Road, Pleasant Hill and Fire Station No. 81, located at 315 West 10th Street, Antioch.
2. AUTHORIZE the Fire Chief, or designee, to solicit bids to be received on or about February 24, 2022, and issue bid addenda, as needed, for clarification of the bid documents provided the changes do not significantly increase the cost estimate.
3. DIRECT the Clerk of the Board to publish, at least 14 days before the bid opening date, the Notice to Contractors, in accordance with Public Contract Code Section 22037, inviting bids for this project.
4. DIRECT the Fire Chief, or designee, to send notices by email or fax and by U.S. Mail to the construction trade journals specified in Public Contract Code Section 22036 at least 15 days before the bid opening.

FISCAL IMPACT:

75% federal grant award and 25% local agency match

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
 Candace Andersen,
 Director
 Diane Burgis, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 18, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Assistant Chief Michael Quesada, (925)
 941-3300

By: June McHuen, Deputy

cc:

BACKGROUND:

In order to continue to remain 100% in service and fully functional to respond to our communities' needs during extended power outages, the Contra Costa County Fire Protection District (District) needs to improve and upgrade backup generators at critical facilities. The current generators range from 20-30 years old, and are in need of dire replacement.

The District was awarded funds by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Programs (HMGP) for new generators at Fire Station 2 and and Fire Station 81.

CONSEQUENCE OF NEGATIVE ACTION:

If the advertisement is not approved, the project will not be constructed, impacting future cost escalation and services in this area.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: January 18, 2022

Subject: Fire Apparatus Acquisition and Lease-Purchase Program

RECOMMENDATION(S):

1. APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a purchase contract with Golden State Fire Apparatus for the manufacture and sale of six (6) Type I fire engines in an amount not to exceed \$5,000,000 including indemnity by the Contra Costa County Fire Protection District.
2. APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a new lease schedule to the Master Lease Agreement with PNC Equipment Finance, LLC for an amount not to exceed \$5,800,000 excluding finance charges, with annual payments not to exceed \$580,000, and a term not to exceed 10 years for the lease-purchase of the Pierce fire engines.
3. APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a four-party agreement among Golden State Fire Apparatus; PNC Equipment Finance, LLC; Pierce Manufacturing, Inc.; and the Contra Costa County Fire Protection District regarding delivery of the engines and initiation of the lease.

FISCAL IMPACT:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: January 18, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Assistant Chief Michael Quesada, (925)
941-3300

By: June McHuen, Deputy

cc:

FISCAL IMPACT: (CONT'D)

The proposed order of six (6) fire apparatuses are valued at approximately \$5,000,000, including sales tax and associated charges. The purchase price for the six (6) fire apparatuses will be paid by PNC Equipment Finance, LLC under the Master Lease Agreement.

The first payment in this lease schedule will be due in August 2022 and will be included in the District's FY 2022-2023 recommended budget. The annual payment amount will be approximately \$575,000, and the lease schedule term is ten years. The total cost of financing will not exceed \$800,000. The annual interest rate is 2.91%. This rate is higher than in previous lease-purchase schedules in the MLA due to the federal elimination of tax exempt municipal financing.

BACKGROUND:

On December 9, 2014, the Board approved and authorized the Fire Chief to enter into a Master Lease Agreement with PNC Equipment Finance, LLC ("PNC"), and on December 23, 2014, the Contra Costa County Fire Protection District ("District") entered into the Master Lease Agreement (the "MLA") with PNC. The MLA has been used multiple times to finance the purchase of engines, ladder trucks, rescues, and ambulances.

The District now desires to finance the purchase of additional apparatuses from Pierce by entering into a new lease schedule to the MLA. While the District has made significant capital purchases of fire apparatuses in recent years, the need exists to continue replacement of front line engines and trucks. As the District has re-opened closed stations and projects to reopen additional stations, the demand for an expanded Type I engines fleet has increased.

The District has a fleet of 40 Type I engines. Those engines are distributed as 26 frontline engines for primary response, one cross-staffed engine at fire stations staffed with aerial apparatuses, and 14 reserve and training engines. The District spends a tremendous amount of resources in terms of time and dollars maintaining older, high mileage apparatuses.

The National Fire Protection Association (NFPA) Standard 1901 (Standard for Automotive Fire Apparatus) and 1911 (Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus) both recommend front-line apparatuses be retired into a reserve status after 15 years of service. This is primarily for safety reasons. Older apparatuses do not afford firefighters the same level of safety as modern apparatuses do due to cab designs, inherent safety features incorporated into modern fire apparatuses design such as airbags, modern braking systems, and other considerations. The standards further recommend that all reserve apparatuses be removed from service after no more than 25 years of total service. The standards comment on high use, mileage, and other factors as additional determinants to retire front-line apparatuses sooner than 15 years. In our District, the high use and mileage of our front-line apparatuses suggest retirement sooner than 15 years.

The acquisition of the apparatuses in this order will accomplish several objectives. The new apparatuses will have a direct and immediate impact on the District's ability to provide increased reliability for emergency response, as compared to the existing fleet, with reduced out-of-service time for maintenance and repairs. The new apparatuses will also have a direct and immediate impact on reducing maintenance costs now, and into the future as a result of not only the age of the apparatuses but also the quality of the apparatuses being acquired. The new apparatuses will enable the District to comply with the recommendations of NFPA 1901 and 1911, increasing firefighter safety and fleet reliability.

This additional investment in capital, on an annual basis, over the next ten years will enable the District to take another significant step forward in meeting one of the recommendations of the Fitch study, which identified the need to invest at least 4% of our budget into facilities and equipment each year. The need for safe, reliable, and modern fire apparatuses are paramount to fulfilling the mission of the District.

If approved, new fire apparatuses will begin arriving in July 2023 and will be in service shortly after delivery to stations throughout the District. Older apparatuses will be removed from service or placed in reserve status.

Under the four-party agreement, if Pierce does not deliver an engine to Golden State Fire Apparatus (GSFA) within the time set forth in the purchase contract between GSFA and the Fire District, Pierce will make certain payments under the lease.

Under the purchase contract, the District shall indemnify GSFA for losses arising out of the District's use of the engines after delivery.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the District will not be able to acquire these new apparatuses. The current age and condition of the fleet will continue to deteriorate and negatively impact the District's ability to provide safe, reliable, and effective emergency response. Additionally, with increased maintenance costs there would be an adverse impact on the operational budget, and increases in out-of-service time for fire crews will increase as a result of mechanical breakdowns.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: January 18, 2022

Subject: Advisory Fire Commission 2021 Annual Report to the Board of Directors

RECOMMENDATION(S):

ACCEPT the 2021 Annual Report of the Advisory Fire Commission.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Protection District Board of Directors, the Fire Chief is submitting the 2021 Annual Report of the Advisory Fire Commission.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen,
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Karen Mitchoff, Director
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ATTESTED: January 18, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lewis T. Broschard III, Fire Chief (925)
941-3300

By: June McHuen, Deputy

cc:

ATTACHMENTS

AFC 2021 Annual
Report

2021 ANNUAL REPORT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Erel Betser, District I

Matthew Guichard, District II (Chair, July – December; Vice Chair, January – June)

Michael Daugelli, District III

Debra Galey, District IV (Chair, January – June)

Richard S. Nakano, District V

Mike Egan, At Large #1

Richard T. Chapman, At Large #2 (Vice Chair, July – December; Liaison to the Board of Directors)

Latonia Ellingberg, Staff

Soheila Bana, At-Large Alternate #1 (June – December)

Walter Fields, At-Large Alternate #2

Clayton Laderer, At-Large Alternate #3

2021 ANNUAL REPORT

Contra Costa County Fire Protection District Advisory Fire Commission

Meetings: Bi-monthly meetings were held: February, April, June, August, October, and December. Special meetings were held: May, July, and September.

Location/Time: All meetings were virtual-only.

Chair: Matt Guichard (July – December); Debra Galey (January – June)

Staff: Latonia Ellingberg

Reporting Period: January through December 2021

I. ACTIVITIES

- Conducted regular business of the Commission
- Conducted regular business of the Commission as well as the following Committees:
 - Apparatus & Equipment*
 - Bylaws
 - Budget*
 - Personnel*
 - Property and Annexation*

*(*All above committee business conducted during the course of regular meetings.)*

- Attended Contra Costa County Fire Commissioners Association Meetings
- Attended Board of Supervisors Meetings (virtual)
- Attended Contra Costa County Fire Protection District Board of Directors meetings (virtual)
- Attended the Line of Duty Death Memorial Service (virtual)
- Attended Fire Academy Graduation Ceremony (virtual)
- Attended Fire District Annual Open House (virtual)
- Attended various city council, town hall, and other fire board meetings

II. ACCOMPLISHMENTS

- Conducted public hearings to resolve public complaints regarding weed abatement charges
- Approved adjustments to weed abatement charges
- Exercised oversight of the approval process for the disposal of surplus property

- Provided feedback on fire prevention activities, suppression leave, incident summary reports and response times
- Provided feedback on annual budget

III. ATTENDANCE/REPRESENTATION

- Vacancies: At-Large Alternate #1 was vacant January through May.
- Diversity: Commission consists of a variety of retired and active business professionals/owners including Engineer; Attorney; retired High School Teacher; Management Analyst; retired Security Advisor, former Police Detective, and volunteer Firefighter/EMT; retired Fire Captain; Real Estate Agent and retired Transportation Engineer; Paramedic; Physical Assistant and Fire Academy Instructor.
- Level of Participation:

| Regular Mtgs. | |
|---------------------------------|--------|
| Betser | 4 of 9 |
| Chapman | 7 of 9 |
| Daugelli | 9 of 9 |
| Egan | 6 of 9 |
| Galey | 7 of 9 |
| Guichard | 8 of 9 |
| Nakano | 8 of 9 |
| Bana (At-Large Alternate #1) | 5 of 7 |
| Fields (At-Large Alternate #2) | 9 of 9 |
| Laderer (At-Large Alternate #3) | 8 of 9 |

- Quorum Frequency: No meetings cancelled due to lack of a quorum.

IV. TRAINING/CERTIFICATION

- Commissioners Bana, Chapman, Daugelli, Galey, Guichard, and Laderer completed Brown Act Training and Ethics Training.

V. PROPOSED WORK PLAN/OBJECTIVES FOR NEXT YEAR

- Contribute to the development of a weed abatement appeal process.
- Attend meetings relative to fire service issues.
- Provide input to the Board of Directors.
- Continue to attend Contra Costa County Fire Commissioners Association meetings.
- Continue to monitor citizen complaints stemming from the District's weed abatement program.
- Continue to approve adjustments to weed abatement charges.
- Continue to exercise oversight of the approval process for the disposal of surplus property.
- Continue to explore alternate funding sources.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: January 18, 2022

Subject: Amendment No. 3 to Consulting Services Agreement for Architectural Services for New Fire Stations No. 9 (Pacheco) and No. 86 (Bay Point)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Amendment with RRM Design Group, to increase the payment limit by \$250,000 to a new payment limit of \$1,550,000, and to extend the term from January 15, 2023, to September 15, 2023, to provide architectural services for the remodel of Fire Station No. 9 in Pacheco and Fire Station No. 86 in Bay Point. (100% 2021 Lease Revenue Bonds)

FISCAL IMPACT:

These capital construction projects are being financed through the issuance of 2021 lease revenue bonds. The debt service for these bonds is being paid over a 20-year period by a combination of revenue from development impact fees and the Contra Costa County Fire Protection District general operating fund.

BACKGROUND:

In 2016, the Contra Costa County Fire Protection District (District) initiated the process for the design of replacement facilities for Fire Station No. 9 in Pacheco and Fire Station 86 in Bay Point.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/18/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen,
Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 18, 2022

, County Administrator and Clerk of the Board of Supervisors

Contact: Aaron McAlister, Deputy Fire Chief (925)
941-3300 x1101

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

The new fire stations will be built to modern seismic standards, will meet the current ADA requirements, and will have the ability to support modern equipment and apparatus'. The stations will be built to provide protection for the community for the next fifty years, and will allow for the facility to provide personnel with components, systems, and features found in modern fire stations.

On January 16, 2018, the Board of Directors approved a Consulting Services Agreement with RRM Design Group, in the amount of \$940,000, which terminated on December 12, 2020.

On July 23, 2019, the Board of Directors approved Amendment No. 1 with RRM Design Group, in the amount of \$1,240,000, which terminated on December 12, 2021.

On March 9, 2021, the Board of Directors approved Amendment No. 2 with RRM in the amount of \$1,300,000 (with no change to the termination date). Due to an error, the termination date was overlooked and not included in the Board Order, but Amendment No. 2, Section No. 1, states: "The effective date of this Agreement is January 16, 2018. It terminates on January 15, 2023, unless sooner terminated as provided herein."

District requests Board approval for Amendment No. 3 which modifies sub-consultants, increases the billing rates, increases the payment limit, and extends the term.

When the original contract with RRM was executed, it was assumed that the construction duration for Fire Station No. 86 would be 12 months. Ultimately, a 20-month construction contract was executed, resulting in the need for a longer term of construction administration services from RRM. RRM Design Group is the architect of record for Fire Station No. 86. Therefore, it is recommended that the contract amendment be awarded at this time.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, full construction phase architectural services needed for completion of Fire Station No. 86 will not be completed by RRM, and the timing and quality of delivery of the project will be negatively impacted.