



# COASTSIDE FIRE PROTECTION DISTRICT

## STAFF REPORT

**TO:** Honorable Board of Directors

**FROM:** Jonathan Cox, Deputy Chief

**DATE:** January 25, 2023

**SUBJECT: CAL FIRE CONTRACT**

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### **Staff Recommendation**

None.

### **Background**

Since June 2008 Coastside Fire Protection District has contracted, through a Cooperative Agreement, with the California Department of Forestry and Fire Protection (CAL FIRE). This agreement, known as a "Schedule A" agreement, is one of many that CAL FIRE has across California.

Since the 1940's, local government entities such as cities, counties and districts have contracted with CAL FIRE to provide many forms of emergency services for their communities. CAL FIRE provides full-service fire protection to many of the citizens of California through the administration of over 145 cooperative fire protection agreements in 33 of the State's 58 counties, 32 fire districts and 25 other special districts and service areas. As a full-service fire department, CAL FIRE responds to wildland fires, structure fires, floods, hazardous materials spills, swift water rescues, civil disturbances, earthquakes, and medical emergencies of all kinds. Local governments can utilize this diversity and experience through their contracts and agreements with CAL FIRE. These agreements are models of efficient government by providing measurable mutual benefit to both the local government agency and CAL FIRE. California law allows virtually all government entities to contract with one another for the provision of services. Government Code section 51530 encourages intergovernmental contracts, which "eliminate the need for duplicative facilities, equipment, and personnel."

The Coastside Fire Protection District contract with CAL FIRE is custom tailored to suit the desires and the needs of the local community. CAL FIRE operates through a decentralized network of 21 administrative units across the State, Coastside Fire Protection District is within the CAL FIRE San Mateo – Santa Cruz Unit, commonly referred to as CAL FIRE CZU.

The District retains full control of setting the level of service, including where stations are located, what types of services are delivered (e.g., Paramedic), and the budget for the District. CAL FIRE is a contractor/partner that delivers the level of service that the District desires. Additionally, the

management of the employees is the responsibility of CAL FIRE. This includes labor relations and contract bargaining, salaries, discipline, workers compensation for injury, hiring, promotion, training, and transferring. The District is relieved of all personnel management responsibilities.

CAL FIRE is contractually obligated to provide 24/7 fire protection coverage throughout the entire Coastsides Fire Protection District. All fire stations, apparatus and tools/equipment are owned and maintained by the District. All operating expenses that are incurred within the District are paid by the District. The District retains its independent identity.

The term of the current seven-year cooperative contract runs from July 1, 2020, to June 30, 2027. Since being agreed to, the Board has approved several additional positions to the CAL FIRE contract. The current contract (as adopted by resolution in May 2020) and including the Operating Plan, as well as the most recent position spreadsheet with the updated positions are attached.

It should be noted that CAL FIRE only bills the Coastsides Fire Protection District for the actual expenses incurred to provide the contractually agreed upon services. Therefore, if a Coastsides-funded CAL FIRE position is vacant for a period, there would be no charge to the District for that vacancy. Once the vacancy is filled, the District would be charged for the actual time worked (and benefits) by that employee. Additionally, the CAL FIRE contract is budgeted at the top-step salary for each position. Therefore, the actual amount billed to the district each quarter is almost always less than the contract not-to-exceed amount.

### **Attachments**

1. Resolution of the Board of Directors of the Coastsides Fire Protection District Approving a Contract with California Department of Forestry and Fire Protection (CAL FIRE) to Provide Fire and Emergency Services to the Coastsides Fire Protection District from July 1, 2020, through June 30, 2027.
2. Coastsides Fire Protection District Sched "A" PRC 4142 PCA 17750 Personnel Service.

## STAFF REPORT

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**SUBJECT: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE FIRE PROTECTION DISTRICT APPROVING A CONTRACT WITH CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) TO PROVIDE FIRE AND EMERGENCY SERVICES TO THE COASTSIDE FIRE PROTECTION DISTRICT FROM JULY 1, 2020 TO JUNE 30, 2027**

Board of Directors of Coastside Fire Protection District:

### **Recommendation:**

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2020-[46](#), approving a contract with California Department of Forestry and Fire Protection (CAL FIRE) to provide fire and emergency services to the Coastside Fire Protection District (District) from July 1, 2020 to June 30, 2027 (Attachment 1)

### **Background and Discussion:**

On June 26, 2013, the Board approved a contract with CAL FIRE for the delivery of fire and emergency services to the Coastside Fire Protection District. The term of this contract expires on June 30, 2020. CAL FIRE has now proposed that the District enter into a new 7-year contract for continued delivery of these services. The proposed contract is attached for your review. (Attachment 2)

The new contract's terms and conditions follow the same format as found in the current contract with CAL FIRE. The terms are summarized below.

1. **Proposed Contract Term** – July 1, 2020 through June 30, 2027.
2. **Total Amount of Contract Expenditures** – The contract contains a not to exceed sum of Seventy Million Nine Hundred Twenty-Nine Thousand Six Hundred and Twenty-Nine Dollars (\$70,929,629).
3. **Exhibit A – Scope of Work** – The scope of work is contained in Exhibit A to the contract. It contains the following provisions:

- A. Section 1, FIRE PROTECTION SERVICES TO BE PROVIDED BY THE STATE, includes:
- Emergency Fire Protection, Medical, and Rescue Response
  - Basic Life Support Services
  - Advanced Life Support Services
  - Fire Code Inspection, Prevention, and Enforcement Services
  - Land Use/Pre-Fire Planning Services
  - Disaster Planning Services
  - Specific service descriptions and staffing coverage, by station as listed in Exhibit E to the contract
- B. Section 2, ADMINISTRATION, requires the District to appoint CAL FIRE's Unit Chief to act as Fire Chief for the District. The Unit Chief's authority is detailed in this section of the contract.
- C. Section 3, SUPPRESSION COST RECOVERY, designates CAL FIRE as the District's agent for cost recovery purposes.
- D. Section 4, MUTUAL AID, designates CAL FIRE as the District's agent to seek reimbursement for personnel/equipment costs and operating expenses incurred in a mutual aid response.
- E. Section 5, PROPERTY PURCHASE AND ACCOUNTING, requires the District to be responsible for all costs associated with property required for personnel to perform their job duties.
4. **Exhibit B – Budget Detail and Payment Provisions** – As noted above, the proposed contract contains a not to exceed amount of \$70,929,629.
- A. Section 1, PAYMENT FOR SERVICES, obligates the District to make quarterly payments based on the actual cost of services.
- B. Section 2, COST OF OPERATING AND MAINTAINING EQUIPMENT AND PROPERTY, places responsibility for the costs of maintaining, operating, and replacing property and equipment on the party furnishing that property and equipment.
- C. Section 3, BUDGET CONTINGENCY CLAUSE, provides that if either party fails to appropriate sufficient funds to provide for or pay for the services contemplated by the contract, the contract may be terminated.

5. **Exhibit C – General Terms and Conditions** – Exhibit C contains a number of standard terms and conditions found in most contracts. These include provisions regarding requirement for written amendments to the contract (Section 2, AMENDMENT); a no assignment provision (Section 3, ASSIGNMENT); an audit provision (Section 5, AUDIT); a mutual indemnification provision (Section 6, INDEMNIFICATION); independent contractor status of District provision (Section 9, INDEPENDENT CONTRACTOR); Non-Discrimination Clause (Section 10); timeliness of performance provision (Section 11, TIMELINESS); definition of compensation (Section 12, COMPENSATION); Governing Law provision (Section 13); Child Support Compliant Act provision (Section 14); Unenforceability provision (Section 15); Compliance with HIPAA provision (Section 16); Insurance provisions (Sections 17-18, 20); Conflict of Interest language (Section 19); ADA provisions (Section 21); Name Change provision (Section 22, LOCAL AGENCY NAME CHANGE); requirement for actions by Resolution (Section 23); Air or Water Pollution Violations provision (Section 24); Affirmative Action requirements (Section 25); Drug and Alcohol-Free Workplace language (Section 26); Zero Tolerance for Fraudulent Conduct provision (Section 27, ZERO TOLERANCE FOR FRAUDULENT CONDUCT IN LOCAL AGENCY SERVICES); Confidential Information language (Section 28); and Entire Agreement provision (Section 29).

Several of these general terms and conditions are unique to this contract.

- A. Section 4, EXTENSION OF THE AGREEMENT – As with the current contract, the District is obligated to give written notice to CAL FIRE 1 year before the expiration of the contract indicating whether the District intends to enter a new contract with CAL FIRE. If the District fails to give notice, CAL FIRE has the option to extend the contract for one year.
  - B. Section 7, DISPUTES – This section of the contract requires that the parties attempt to resolve disputes administratively.
  - C. Section 8, TERMINATION FOR CAUSE/CANCELLATION – Both parties have the right to cancel the contract by giving 1-year written notice and CAL FIRE has the right to terminate the contract upon 60 days' written notice if the District fails to remit payments called for by the contract.
6. **Exhibit D – Additional Provisions** – This exhibit and the attached schedules contain a detailed listing of the personnel, equipment, expenses to be paid by the District and information on maintenance responsibilities for vehicles utilized in the delivery of services by CAL FIRE.

**Conclusion**

Staff recommends that the Board review the terms of the contract and, if the terms are acceptable, approve the attached resolution authorizing the Board President to execute the proposed contract.

**Attachments:**

1. Resolution No. 2020-[46](#), approving a contract with California Department of Forestry and Fire Protection (CAL FIRE) to provide fire and emergency services to the Coastside Fire Protection District (District) from July 1, 2020 to June 30, 2027
2. Proposed contract with CAL FIRE for term July 1, 2020-June 30, 2027

Respectfully submitted,

JEAN B. SAVAREE  
District Legal Counsel

ATTACHMENT 1  
RESOLUTION

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE FIRE PROTECTION DISTRICT APPROVING A CONTRACT WITH CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) TO PROVIDE FIRE AND EMERGENCY SERVICES TO THE COASTSIDE FIRE PROTECTION DISTRICT FROM JULY 1, 2020 TO JUNE 30, 2027**

**WHEREAS**, on June 26, 2013 the Coastside Fire Protection District entered into a contract with California Department of Forestry and Fire Protection (CAL FIRE) to provide fire and emergency services to the Coastside Fire Protection District from July 1, 2013 to June 30, 2020; and,

**WHEREAS**, CAL FIRE has provided services pursuant to the contract for the past 7 years; and,

**WHEREAS**, the contract with CAL FIRE will expire on June 30, 2020; and,

**WHEREAS**, CAL FIRE has proposed that it continue to provide fire and emergency services within the District pursuant to the terms and conditions enumerated in the contract attached hereto as Exhibit A entitled, the "Cooperative Fire Programs Fire Protection Reimbursement Agreement (ICA04859)" for the time period July 1, 2020-June 30, 2027; and,

**WHEREAS**, the Board of Directors has reviewed the proposed contract, and finds its terms and conditions acceptable.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Coastside Fire Protection District does hereby approve the "Cooperative Fire Programs Fire Protection Reimbursement Agreement" with California Department of Forestry and Fire Protection (CAL FIRE), attached hereto as "Exhibit A."



PASSED AND ADOPTED as a resolution of the Coastside Fire Protection District at the special meeting held on the 27<sup>th</sup> day of May, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Gary Burke, Board President

ATTEST:

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Fire Chief Jonathan Cox, District Secretary

## ATTACHMENT 2

PROPOSED CONTRACT WITH CAL FIRE FOR  
TERM JULY 1, 2020-JUNE 30, 2027

**COOPERATIVE FIRE PROGRAMS  
FIRE PROTECTION REIMBURSEMENT AGREEMENT**

LG-1 REV. 01/2017

AGREEMENT NUMBER **1CA04859**

REGISTRATION NUMBER:

1. This Agreement is entered into between the State Agency and the Local Agency named below:

STATE AGENCY'S NAME

California Department of Forestry and Fire Protection – (CAL FIRE)

LOCAL AGENCY'S NAME

Coastside Fire Protection District

2. The term of this Agreement is: July 1, 2020 through June 30, 2027

3. The maximum amount of this Agreement is: \$ 70,929,629  
Seventy million, nine hundred, twenty-nine thousand, six hundred and twenty-nine dollars and zero cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work – Includes page 2 (contact page) in count for Exhibit A	4	pages
Exhibit B – Budget Detail and Payment Provisions	2	pages
Exhibit C – General Terms and Conditions	7	pages
Exhibit D – Additional Provisions	13	pages
Exhibit E – Description of Other Services	1	pages

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

**LOCAL AGENCY**

LOCAL AGENCY'S NAME

Coastside Fire Protection District

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Gary Burke, President, Board of Directors, Coastside Fire Protection District

ADDRESS

1191 Main Street, Half Moon Bay, CA 94019

**STATE OF CALIFORNIA**

AGENCY NAME

California Department of Forestry and Fire Protection

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Don Gordon, Assistant Deputy Director, Cooperative Fire Protection, Training & Safety

ADDRESS P.O. Box 944246, Sacramento, CA 94244-2460

**California Department of General  
Services Use Only**

**EXHIBIT A**  
**COOPERATIVE FIRE PROGRAMS**  
**FIRE PROTECTION REIMBURSEMENT AGREEMENT**

The project representatives during the term of this agreement will be:

CAL FIRE Unit Chief:	San Mateo-Santa Cruz	Local Agency:	Coastside Fire Protection District
Name:	Ian Larkin	Name:	Gary Burke, Board President
Phone:	(831) 335-5353	Phone:	(650) 726-5213
Fax:	(831) 335-4053	Fax:	(650) 726-0132

All required correspondence shall be sent through U.S. Postal Service by certified mail and directed to:

CAL FIRE Unit Chief:	Ian Larkin	Local Agency:	Coastside Fire Protection District
Section/Unit:	San Mateo-Santa Cruz	Section/Unit:	Board of Directors
Attention:	Ginny Petras	Attention:	Gary Burke
Address:	6059 Highway 9 Felton, CA 95018	Address:	1191 Main Street Half Moon Bay, CA 94019
Phone:	(831) 335-6725	Phone:	(650) 726-5213
Fax:	(831) 335-4053	Fax:	(650) 726-0132

Send an additional copy of all correspondence to:

**CAL FIRE**  
**Cooperative Fire Services**  
**P.O. Box 944246**  
**Sacramento, CA 94244-2460**

**AUTHORIZATION**

As used herein, Director shall mean Director of CAL FIRE. This agreement, its terms and conditions are authorized under the Public Resources Code Sections 4141, 4142, 4143 and 4144, as applicable.

**EXHIBIT A**  
**SCOPE OF WORK**

Under Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and fire suppression forces including the necessary equipment, personnel, and facilities required to prevent and extinguish forest fires.

The purpose of this agreement is to provide mutually advantageous fire and emergency services through an effective consolidated organization, wherein the STATE is primarily financially responsible for protecting natural resources from vegetation fires and the LOCAL AGENCY is primarily financially responsible for protecting life and property from fires and other emergencies. The LOCAL AGENCY shall have sole authority to establish the fire protection organization and structure needed to meet the determined level of service. This level of service may be based on the LOCAL AGENCY governing board's established fiscal parameters and assessment of risks and hazards. LOCAL AGENCY personnel providing services under this agreement may include any one or a combination of the following: regular employees, persons temporarily employed and commonly known as volunteers, paid-call firefighters, or others temporarily employed to perform any emergency work or emergency service including, but not limited to fire prevention, fire suppression and emergency medical response.

To comply with the STATE's mandate for full cost recovery of goods and services provided for others, the LOCAL AGENCY shall be responsible for all STATE costs, both direct and indirect, required to execute the terms of this agreement. These costs shall include, but not be limited to: required training and associated post coverage, employee uniform and Personal Protective Equipment (PPE) costs.

**1. FIRE PROTECTION SERVICES TO BE PROVIDED BY THE STATE**

STATE provides a modern, full service fire protection and emergency incident management agency that provides comprehensive fire protection and other emergency incident response. STATE designs regional fire protection solutions for urban and rural communities by efficiently utilizing all emergency protection resources. Regional solutions provide the most effective method of protecting the citizens of California at local, county and state levels.

Fire protection services to be provided by STATE under this agreement shall include the following: (check boxes below that apply)

☒ 1) Emergency Fire Protection, Medical and Rescue Response: services include commercial, residential, and wildland fire protection, prevention and investigation; hazardous materials incident response; emergency vehicle extrication; hazardous conditions response (flooding, downed power lines, earthquake, terrorist incident, etc.); emergency medical and rescue response; and public service assistance. Also included are management support services that include fire department administration, training and safety, personnel, finance and logistical support.

☒ 2) Basic Life Support Services: emergency medical technician (EMT) level emergency medical response providing first aid, basic life support (BLS), airway management, administration of oxygen, bleeding control, and life support system stabilization until patients are transported to the nearest emergency care facility.

☒ 3) Advanced Life Support Services: paramedic level emergency medical response providing early advanced airway management, intravenous drug therapy, and life support system stabilization until patients are transported to the nearest emergency care facility.

☐ 4) Dispatch Services: provide fire department 9-1-1 emergency dispatch by CAL FIRE Fire/Emergency Command Center (ECC). CAL FIRE will be responsible for fire/emergency

dispatching emergency resource units covered under this agreement. The CAL FIRE ECC is staffed with a Battalion Chief, three or more Fire Captains and Communications Operators to provide 24/7 year-round coverage. There is always an officer of Captain rank or higher to serve as the shift supervisor and command officer. CAL FIRE uses an integrated Computer Aided Dispatch (CAD) system using the latest technology, to direct the closest available resources to all emergency incidents.

☒ 5) Fire Code Inspection, Prevention and Enforcement Services: CAL FIRE has staff Fire Inspectors serving under the direction of the LOCAL AGENCY Fire Marshal to provide services to the area covered by this agreement. Fire Code Enforcement will normally be available five days per week, with emergency or scheduled enforcement inspections available seven days per week. Fire Prevention and Investigation services will be provided by CAL FIRE Prevention Officers trained in arson, commercial, and wildland fire investigation. Officers are available by appointment for site visits and consultations. Officers are trained at CAL FIRE's Peace Officer Standard Training (POST) certified law enforcement training academy and they cooperate effectively with all local, state and federal law enforcement agencies.

☒ 6) Land Use/ Pre-Fire Planning Services – CAL FIRE staff will provide community land use planning, administration of Pre-Fire project work, including community outreach, development of community education programs, project quality control, maintenance of project records and submittal of progress reports, completion of required environmental documentation, acquisition of required permits and completion of other associated administrative duties.

☒ 7) Disaster planning services (listed in Exhibit E, Description of Other Services, attached hereto and made a part of this agreement)

☒ 8) Specific service descriptions and staffing coverage, by station (listed in Exhibit E, Description of Other Services, attached hereto and made a part of this agreement)

☐ 9) Extended Fire Protection Service Availability (Amador)

## **2. ADMINISTRATION**

Under the requirements of California Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and firefighting services as outlined in Exhibit D, Schedule B of this agreement.

- A. Director shall select and employ a Region Chief who shall, under the direction of the Director/Chief Deputy Director, manage all aspects of fire prevention and fire protection services and forestry-related programs.
- B. Director will select and employ a Unit Chief who shall, under the supervision and direction of Director/Region Chief or a lawful representative, have charge of the organization described in Exhibit D, Schedules A, B and C included hereto and made a part of this agreement.
- C. LOCAL AGENCY shall appoint the Unit Chief as the LOCAL AGENCY Fire Chief for all Emergency Fire Protection, Medical and Rescue Response Agreements, pursuant to applicable statutory authority. The Unit Chief may delegate this responsibility to qualified staff.
- D. The Unit Chief may dispatch personnel and equipment listed in Exhibit D, Schedules A, B and C from the assigned station or location under guidelines established by LOCAL AGENCY and approved by STATE. Personnel and/or equipment listed in Exhibit D, Schedule B may be dispatched at the sole discretion of STATE.

- E. The Unit Chief shall exercise professional judgment consistent with STATE policy and his or her employment by STATE in authorizing or making any assignments to emergencies and other responses, including assignments made in response to requests for mutual aid.
- F. Except as may be otherwise provided for in this agreement, STATE shall not incur any obligation on the part of LOCAL AGENCY to pay for any labor, materials, supplies or services beyond the total set forth in the respective Exhibit D, Schedules A and C, as to the services to be rendered pursuant to each Schedule.
- G. Nothing herein shall alter or amend or be construed to alter or amend any Collective Bargaining Agreement or Memorandum of Understanding between the State of California and its employees under the State Employer-Employee Relations Act.

### **3. SUPPRESSION COST RECOVERY**

As provided in Health and Safety Code (H&SC) Section 13009, STATE may bring an action for collection of suppression costs of any fire caused by negligence, violation of law, or failure to correct noticed fire safety violations. When using LOCAL AGENCY equipment and personnel under the terms of this agreement, STATE may, at the request of LOCAL AGENCY, bring such an action for collection of costs incurred by LOCAL AGENCY. In such a case LOCAL AGENCY appoints and designates STATE as its agent in said collection proceedings. In the event of recovery, STATE shall deduct fees and litigation costs in a proportional percentage amount based on verifiable and justifiable suppression costs for the fire at issue. These recovery costs are for services provided which are beyond the scope of those covered by the local government administrative fee.

In all such instances, STATE shall give timely notice of the possible application of H&SC Section 13009 to the representative designated by LOCAL AGENCY.

### **4. MUTUAL AID**

When rendering mutual aid or assistance as authorized in H&SC Sections 13050 and 13054, STATE may, at the request of LOCAL AGENCY, demand payment of charges and seek reimbursement of LOCAL AGENCY costs for personnel, equipment and operating expenses as funded herein, under authority given by H&SC Sections 13051 and 13054. STATE, in seeking said reimbursement pursuant to such request of LOCAL AGENCY, shall represent LOCAL AGENCY by following the procedures set forth in H&SC Section 13052. Any recovery of LOCAL AGENCY costs, less expenses, shall be paid or credited to LOCAL AGENCY, as directed by LOCAL AGENCY.

In all such instances, STATE shall give timely notice of the possible application of H&SC Sections 13051 and 13054 to the officer designated by LOCAL AGENCY.

### **5. PROPERTY PURCHASE AND ACCOUNTING**

LOCAL AGENCY shall be responsible for all costs associated with property required by personnel to carry out this agreement. Employee uniform costs will be assessed to the LOCAL AGENCY through the agreement billing process. Personal Protective Equipment (PPE) costs shall be the responsibility of the LOCAL AGENCY. By mutual agreement, PPE meeting the minimum specifications established by the STATE may be purchased directly by the LOCAL AGENCY. Alternately, the STATE will supply all PPE and the LOCAL AGENCY will be billed for costs incurred.

All property provided by LOCAL AGENCY and by STATE for the purpose of providing fire protection services shall be marked and accounted for by the Unit Chief in such a manner as to conform to the regulations, if any, established by the parties for the segregation, care, and use of the respective properties.

**EXHIBIT B**  
**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. PAYMENT FOR SERVICES**

- A. LOCAL AGENCY shall pay STATE actual cost for fire protection services pursuant to this agreement an amount not to exceed that set forth in Exhibit D, Schedule A for each fiscal year. STATE shall prepare an Exhibit D, Schedule A each year, which shall be the basis for payment for the entire fiscal year for which services are provided.
- B. Any other funds designated by LOCAL AGENCY to be expended under the supervision of or for use by a Unit Chief for fire protection services shall be set forth in Exhibit D, Schedule C. This clause shall not limit the right of LOCAL AGENCY to make additional expenditures, whether under Exhibit D, Schedule C or otherwise.
- C. STATE shall invoice LOCAL AGENCY for the cost of fire protection services on a quarterly basis as follows:
  - 1) For actual services rendered by STATE during the period of July 1 through September 30, by an invoice filed with LOCAL AGENCY on or after December 10.
  - 2) For actual services rendered by STATE during the period October 1 through December 31, by an invoice filed with LOCAL AGENCY on or after December 31.
  - 3) For actual services rendered by STATE during the period January 1 through March 31, by an invoice filed with LOCAL AGENCY on or after March 31.
  - 4) For the estimated cost of services during the period April 1 through June 30, by an invoice filed in advance with LOCAL AGENCY on or after March 1.
  - 5) A final statement shall be filed with LOCAL AGENCY by October 1 following the close of the fiscal year, reconciling the payments made by LOCAL AGENCY with the cost of the actual services rendered by STATE and including any other costs as provided herein, giving credit for all payments made by LOCAL AGENCY and claiming the balance due to STATE, if any, or refunding to LOCAL AGENCY the amount of any overpayment.
  - 6) All payments by LOCAL AGENCY shall be made within thirty (30) days of receipt of invoice from STATE, or within thirty (30) days after the filing dates specified above, whichever is later.
  - 7) The STATE reserves the right to adjust the frequency of billing and payment to a monthly cycle with a thirty (30) day written notice to the LOCAL AGENCY when:
    - a. The Director predicts a cash flow shortage, or
    - b. When determined by the Region Chief, after consulting with the Unit Chief and the LOCAL AGENCY Contract Administrator, that the LOCAL AGENCY may not have the financial ability to support the contract at the contract level.
- D. Invoices shall include actual or estimated costs as provided herein of salaries and employee benefits for those personnel employed, charges for operating expenses and equipment and the administrative charge in accordance with Exhibit D, Schedule A. When "contractual rates" are indicated, the rate shall be based on an average salary plus all benefits. "Contractual rates" means an all-inclusive rate established in Exhibit D, Schedule A for total costs to STATE, per specified position, for 24-hour fire protection services during the period covered.



- E. STATE shall credit the LOCAL AGENCY, or cover behind at no cost, for the costs of Non-post (e.g. Fire Marshal, Training Officer, etc.) positions and equipment assigned to STATE responsibility fires or other STATE funded emergency incidents. The STATE shall notify the LOCAL AGENCY when this occurs.

## **2. COST OF OPERATING AND MAINTAINING EQUIPMENT AND PROPERTY**

The cost of maintaining, operating, and replacing any and all property and equipment, real or personal, furnished by the parties hereto for fire protection purposes, shall be borne by the party owning or furnishing such property or equipment unless otherwise provided for herein or by separate written agreement.

## **3. BUDGET CONTINGENCY CLAUSE**

- A. If the LOCAL AGENCY's governing authority does not appropriate sufficient funds for the current year or any subsequent years covered under this Agreement, which results in an inability to pay the STATE for the services specified in this Agreement, the LOCAL AGENCY shall promptly notify the STATE and this Agreement will terminate pursuant to the notice periods required herein.
- B. If funding for any fiscal year is reduced or deleted by the LOCAL AGENCY for purposes of this program, the LOCAL AGENCY shall promptly notify the STATE, and the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced amount, pursuant to the notice terms herein.
- C. If the STATE Budget Act does not appropriate sufficient funds to provide the services for the current year or any subsequent years covered under this Agreement, which results in an inability to provide the services specified in this Agreement to the LOCAL AGENCY, the STATE shall promptly notify the LOCAL AGENCY, and this Agreement will terminate pursuant to the notice periods required herein.
- D. If funding for any fiscal year is reduced or deleted by the STATE Budget Act for purposes of this program, the STATE shall promptly notify the LOCAL AGENCY, and the LOCAL AGENCY shall have the option to either cancel this Agreement with no liability occurring to the LOCAL AGENCY, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced services, pursuant to the notice terms herein.
- E. Notwithstanding the foregoing provisions in paragraphs A and B above, the LOCAL AGENCY shall remain responsible for payment for all services actually rendered by the STATE under this Agreement regardless of LOCAL AGENCY funding being reduced, deleted or not otherwise appropriated for this program. The LOCAL AGENCY shall promptly notify the STATE in writing of any budgetary changes that would impact this Agreement.
- F. LOCAL AGENCY and STATE agree that this Budget Contingency Clause shall not relieve or excuse either party from its obligation(s) to provide timely notice as may be required elsewhere in this Agreement.

**EXHIBIT C**  
**GENERAL TERMS AND CONDITIONS**

1. **APPROVAL**: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. STATE will not commence performance until such approval has been obtained.
2. **AMENDMENT**: This agreement may be amended by mutual consent of LOCAL AGENCY and STATE. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.

If during the term of this agreement LOCAL AGENCY shall desire a reduction in STATE civil service employees assigned to the organization provided for in Exhibit D, Schedule A, LOCAL AGENCY shall provide 120 days written notice of the requested reduction. Notification shall include the following: (1) The total amount of reduction; (2) The firm effective date of the reduction; and (3) The number of employees, by classification, affected by a reduction. If such notice is not provided, LOCAL AGENCY shall reimburse STATE for relocation costs incurred by STATE as a result of the reduction. Personnel reductions resulting solely from an increase in STATE employee salaries or STATE expenses occurring after signing this agreement and set forth in Exhibit D, Schedule A to this agreement shall not be subject to relocation expense reimbursement by LOCAL AGENCY.

If during the term of this agreement costs to LOCAL AGENCY set forth in any Exhibit D, Schedule A to this agreement increase and LOCAL AGENCY, in its sole discretion, determines it cannot meet such increase without reducing services provided by STATE, LOCAL AGENCY shall within one hundred twenty (120) days of receipt of such Schedule notify STATE and designate which adjustments shall be made to bring costs to the necessary level. If such designation is not received by STATE within the period specified, STATE shall reduce services in its sole discretion to permit continued operation within available funds.

3. **ASSIGNMENT**: This Agreement is not assignable by the LOCAL AGENCY either in whole or in part, without the consent of the STATE in the form of a formal written amendment.
4. **EXTENSION OF AGREEMENT**:
  - A. One year prior to the date of expiration of this agreement, LOCAL AGENCY shall give STATE written notice of whether LOCAL AGENCY will extend or enter into a new agreement with STATE for fire protection services and, if so, whether LOCAL AGENCY intends to change the level of fire protection services from that provided by this agreement. If this agreement is executed with less than one year remaining on the term of the agreement, LOCAL AGENCY shall provide this written notice at the time it signs the agreement and the one year notice requirement shall not apply.
  - B. If LOCAL AGENCY fails to provide the notice, as defined above in (A), STATE shall have the option to extend this agreement for a period of up to one year from the original termination date and to continue providing services at the same or reduced level as STATE determines would be appropriate during the extended period of this agreement. Six months prior to the date of expiration of this agreement, or any extension hereof, STATE shall give written notice to LOCAL AGENCY of any extension of this agreement and any change in the level of fire protection services STATE will provide during the extended period of this agreement. Services provided and obligations incurred by STATE during an extended period shall be accepted by LOCAL AGENCY as services and obligations under the terms of this agreement.

- C. The cost of services provided by STATE during the extended period shall be based upon the amounts that would have been charged LOCAL AGENCY during the fiscal year in which the extended period falls had the agreement been extended pursuant hereto. Payment by LOCAL AGENCY for services rendered by STATE during the extended period shall be as provided in Exhibit B, Section 1, B of this agreement.
5. **AUDIT**: STATE, including the Department of General Services and the Bureau of State Audits, and LOCAL AGENCY agree that their designated representative shall have the right to review and to copy any records and supporting documentation of the other party hereto, pertaining to the performance of this agreement. STATE and LOCAL AGENCY agree to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated, and to allow the auditor(s) of the other party access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. STATE and LOCAL AGENCY agree to a similar right to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
6. **INDEMNIFICATION**: Each party, to the extent permitted by law, agrees to indemnify, defend and save harmless the other party, its officers, agents and employees from (1) any and all claims for economic losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work services, materials or supplies to that party and (2) from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by that party, in the performance of any activities of that party under this agreement, except where such injury or damage arose from the sole negligence or willful misconduct attributable to the other party or from acts not within the scope of duties to be performed pursuant to this agreement; and (3) each party shall be responsible for any and all claims that may arise from the behavior and/or performance of its respective employees during and in the course of their employment to this cooperative agreement.
7. **DISPUTES**: LOCAL AGENCY shall select and appoint a "Contract Administrator" who shall, under the supervision and direction of LOCAL AGENCY, be available for contract resolution or policy intervention with the STATE's Region Chief when, upon determination by the designated STATE representative, the Unit Chief acting as LOCAL AGENCY's Fire Chief under this agreement faces a situation in which a decision to serve the interest of LOCAL AGENCY has the potential to conflict with STATE interest or policy. Any dispute concerning a question of fact arising under the terms of this agreement which is not disposed of within a reasonable period of time by the LOCAL AGENCY and STATE employees normally responsible for the administration of this agreement shall be brought to the attention of the CAL FIRE Director or designee and the Chief Executive Officer (or designated representative) of the LOCAL AGENCY for joint resolution. For purposes of this provision, a "reasonable period of time" shall be ten (10) calendar days or less. STATE and LOCAL AGENCY agree to continue with the responsibilities under this Agreement during any dispute.
8. **TERMINATION FOR CAUSE/CANCELLATION**:
- A. If LOCAL AGENCY fails to remit payments in accordance with any part of this agreement, STATE may terminate this agreement and all related services upon 60 days written notice to LOCAL AGENCY. Termination of this agreement does not relieve LOCAL AGENCY from providing STATE full compensation in accordance with terms of this agreement for services actually rendered by STATE pursuant to this agreement.

- B. This agreement may be cancelled at the option of either STATE or LOCAL AGENCY at any time during its term, with or without cause, on giving one year's written notice to the other party. Either LOCAL AGENCY or STATE electing to cancel this agreement shall give one year's written notice to the other party prior to cancellation.
9. **INDEPENDENT CONTRACTOR:** Unless otherwise provided in this agreement LOCAL AGENCY and the agents and employees of LOCAL AGENCY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the STATE.
10. **NON-DISCRIMINATION CLAUSE:** During the performance of this agreement, LOCAL AGENCY shall be an equal opportunity employer and shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS) mental disability, medical condition (e.g.cancer), age (over 40), marital status, denial of family care leave, veteran status, sexual orientation, and sexual identity. LOCAL AGENCY shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. LOCAL AGENCY shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. LOCAL AGENCY shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- In addition, LOCAL AGENCY acknowledges that it has obligations relating to ethics, Equal Employment Opportunity (EEO), the Fire Fighter's Bill of Rights Act (FFBOR), and the Peace Officer's Bill of Rights Act (POBOR). LOCAL AGENCY shall ensure that its employees comply with all the legal obligations relating to these areas. LOCAL AGENCY shall ensure that its employees are provided appropriate training.
11. **TIMELINESS:** Time is of the essence in the performance of this agreement.
12. **COMPENSATION:** The consideration to be paid STATE, as provided herein, shall be in compensation for all of STATE's expenses incurred in the performance hereof, including travel, per Diem, and taxes, unless otherwise expressly so provided.
13. **GOVERNING LAW:** This agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
14. **CHILD SUPPORT COMPLIANCE ACT:** "For any Agreement in excess of \$100,000, the LOCAL AGENCY acknowledges in accordance with Public Contract Code 7110, that:
- A. The LOCAL AGENCY recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- B. The LOCAL AGENCY, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department."

15. **UNENFORCEABLE PROVISION:** In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

16. **COMPLIANCE WITH THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)**

The STATE and LOCAL AGENCY have a responsibility to comply with the provisions of the 1996 Federal Health Insurance Portability and Accountability Act (HIPAA) and the 2001 State Health Insurance Portability and Accountability Implementation Act. HIPAA provisions become applicable once the association and relationships of the health care providers are determined by the LOCAL AGENCY. It is the LOCAL AGENCY'S responsibility to determine their status as a "covered entity" and the relationships of personnel as "health care providers", "health care clearinghouse", "hybrid entities", business associates", or "trading partners". STATE personnel assigned to fill the LOCAL AGENCY'S positions within this Agreement, and their supervisors, may fall under the requirements of HIPAA based on the LOCAL AGENCY'S status. It is the LOCAL AGENCY'S responsibility to identify, notify, train, and provide all necessary policy and procedures to the STATE personnel that fall under HIPAA requirements so that they can comply with the required security and privacy standards of the act.

17. **LIABILITY INSURANCE**

The STATE and LOCAL AGENCY shall each provide proof of insurance in a form acceptable to the other party at no cost one to the other, to cover all services provided and use of local government facilities covered by this agreement. If LOCAL AGENCY is insured and/or self-insured in whole or in part for any losses, LOCAL AGENCY shall provide a completed Certification of Self Insurance (Exhibit D, Schedule E) or certificate of insurance, executed by a duly authorized officer of LOCAL AGENCY. Upon request of LOCAL AGENCY the STATE shall provide a letter from DGS, Office Risk and Insurance Management executed by a duly authorized officer of STATE. If commercially insured in whole or in part, a certificate of such coverage executed by the insurer or its authorized representative shall be provided.

Said commercial insurance or self-insurance coverage of the LOCAL AGENCY shall include the following:

- A. Fire protection and emergency services - Any commercial insurance shall provide at least general liability for \$5,000,000 combined single limit per occurrence.
- B. Dispatch services – Any commercial insurance shall provide at least general liability for \$1,000,000 combined single limit per occurrence.
- C. The CAL FIRE, State of California, its officers, agents, employees, and servants are included as additional insured's for purposes of this contract.
- D. The STATE shall receive thirty (30) days prior written notice of any cancellation or change to the policy at the addresses listed on page 2 of this agreement.

18. **WORKERS COMPENSATION:** (only applies where local government employees/volunteers are supervised by CAL FIRE, as listed in Exhibit D Schedule C. STATE contract employees' workers compensation is included as part of the contract personnel benefit rate).

- A. Workers' Compensation and related benefits for those persons, whose use or employment is contemplated herein, shall be provided in the manner prescribed by California Labor Codes, State Interagency Agreements and other related laws, rules, insurance policies, collective bargaining agreements, and memorandums of understanding.

- B. The STATE Unit Chief administering the organization provided for in this agreement shall not use, dispatch or direct any non STATE employees, on any work which is deemed to be the responsibility of LOCAL AGENCY, unless and until LOCAL AGENCY provides for Workers' Compensation benefits at no cost to STATE. In the event STATE is held liable, in whole or in part, for the payment of any Worker's Compensation claim or award arising from the injury or death of any such worker, LOCAL AGENCY agrees to compensate STATE for the full amount of such liability.
- C. The STATE /LOCAL AGENCY shall receive proof of Worker's Compensation coverage and shall be notified of any cancellation and change of coverage at the addresses listed in Section 1.

19. **CONFLICT OF INTEREST**: LOCAL AGENCY needs to be aware of the following provisions regarding current or former state employees. If LOCAL AGENCY has any questions on the status of any person rendering services or involved with the Agreement, the STATE must be contacted immediately for clarification.

Current State Employees (Public Contract Code §10410):

- 1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Public Contract Code §10411):

- 1) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If LOCAL AGENCY violates any provisions of above paragraphs, such action by LOCAL AGENCY shall render this Agreement void. (Public Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Public Contract Code §10430 (e))

20. **LABOR CODE/WORKERS' COMPENSATION**: LOCAL AGENCY needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and LOCAL AGENCY affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

21. **AMERICANS WITH DISABILITIES ACT**: LOCAL AGENCY assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis

of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

22. **LOCAL AGENCY NAME CHANGE**: An amendment is required to change the LOCAL AGENCY'S name as listed on this Agreement. Upon receipt of legal documentation of the name change the STATE will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.
23. **RESOLUTION**: A county, city, district, or other local public body must provide the STATE with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.
24. **AIR OR WATER POLLUTION VIOLATION**: Under the State laws, the LOCAL AGENCY shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.
25. **AFFIRMATIVE ACTION**. STATE certifies its compliance with applicable federal and State hiring requirements for persons with disabilities, and is deemed by LOCAL AGENCY to be in compliance with the provisions of LOCAL AGENCY'S Affirmative Action Program for Vendors.
26. **DRUG AND ALCOHOL-FREE WORKPLACE**. As a material condition of this Agreement, STATE agrees that it and its employees, while performing service for LOCAL AGENCY, on LOCAL AGENCY property, or while using LOCAL AGENCY equipment, shall comply with STATE's Employee Rules of Conduct as they relate to the possession, use, or consumption of drugs and alcohol.
27. **ZERO TOLERANCE FOR FRAUDULENT CONDUCT IN LOCAL AGENCY SERVICES**. STATE shall comply with any applicable "Zero Tolerance for Fraudulent Conduct in LOCAL AGENCY Services." There shall be "Zero Tolerance" for fraud committed by contractors in the administration of LOCAL AGENCY programs and the provision of LOCAL AGENCY services. Upon proven instances of fraud committed by the STATE in connection with performance under the Agreement, the Agreement may be terminated consistent with the termination for cause/cancellation term, Exhibit C, section 8, subsection B, of Cooperative Fire Programs Fire Protection Reimbursement Agreement, LG-1, between the California Department of Forestry and Fire Protection (CAL FIRE) and the LOCAL AGENCY.
28. **CONFIDENTIAL INFORMATION**. "Confidential information" means information designated by CAL FIRE and/or the LOCAL AGENCY disclosure of which is restricted, prohibited or privileged by State and federal law. Confidential Information includes, but is not limited to, information exempt from disclosure under the California Public Records Act (Government Code Sections 6250 et seq.) Confidential Information includes but is not limited to all records as defined in Government Code section 6252 as well as verbal communication of Confidential Information. Any exchange of Confidential Information between parties shall not constitute a "waiver" of any exemption pursuant to Government Code section 6254.5

CAL FIRE and LOCAL AGENCY personnel allowed access to information designated as Confidential Information shall be limited to those persons with a demonstrable business need for such access. CAL FIRE and LOCAL AGENCY agree to provide a list of authorized personnel in writing as required by Government Code section 6254.5(e). CAL FIRE and the LOCAL

AGENCY agree to take all necessary measures to protect Confidential Information and shall impose all the requirements of this Agreement on all of their respective officers, employees and agents with regards to access to the Confidential Information. A Party to this Contract who experiences a security breach involving Confidential Information covered by this Contract, agrees to promptly notify the other Party of such breach

29. **ENTIRE AGREEMENT**: This agreement contains the whole agreement between the Parties. It cancels and supersedes any previous agreement for the same or similar services.



**EXHIBIT D**  
**ADDITIONAL PROVISIONS**

**EXCISE TAX:** State of California is exempt from federal excise taxes, and no payment will be made for any taxes levied on employees' wages. STATE will pay any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this agreement. The STATE may pay any applicable sales and use tax imposed by another state.

**Schedules**

The following Schedules are included as part of this agreement (check boxes if they apply):

- ☒ **A. Fiscal Display, PRC 4142 AND/OR PRC 4144** - STATE provided LOCAL AGENCY funded fire protection services. STATE-owned vehicles shall be operated and maintained in accordance with policies of STATE at rates listed in Exhibit D, Schedule A.
- ☒ **B. STATE Funded Resource** - A listing of personnel, crews and major facilities of the STATE overlapping or adjacent to the local agency area that may form a reciprocal part of this agreement.
- ☒ **C. LOCAL AGENCY Provided Local Funded Resources** - A listing of services, personnel, equipment and expenses, which are paid directly by the local agency, but which are under the supervision of the Unit Chief.
- ☐ **D. LOCAL AGENCY Owned STATE Maintained Vehicles** - Vehicle information pertaining to maintenance responsibilities and procedures for local agency-owned vehicles that may be a part of the agreement.

LOCAL AGENCY-owned firefighting vehicles shall meet and be maintained to meet minimum safety standards set forth in Title 49, Code of Federal Regulations; and Titles 8 and 13, California Code of Regulations.

LOCAL AGENCY-owned vehicles that are furnished to the STATE shall be maintained and operated in accordance to LOCAL AGENCY policies. In the event LOCAL AGENCY does not have such policies, LOCAL AGENCY-owned vehicles shall be maintained and operated in accordance with STATE policies. The cost of said vehicle maintenance and operation shall be at actual cost or at rates listed in Exhibit D, Schedule D.

Exhibit D, Schedule D is incorporated into this section if LOCAL AGENCY-owned vehicles listed in Exhibit D, Schedule D are to be operated, maintained, and repaired by STATE.

LOCAL AGENCY assumes full responsibility for all liabilities associated therewith in accordance with California Vehicle Code Sections 17000, 17001 et seq. STATE employees operating LOCAL AGENCY-owned vehicles shall be deemed employees of LOCAL AGENCY, as defined in Vehicle Code Section 17000. Except where LOCAL AGENCY would have no duty to indemnify STATE under Exhibit C, Section 6 for all LOCAL AGENCY-owned vehicles operated or used by employees of STATE under this agreement.

LOCAL AGENCY employees, who are under the supervision of the Unit Chief and operating STATE-owned motor vehicles, as a part of the duties and in connection with fire protection and other emergency services, shall be deemed employees of STATE, as defined in Vehicle Code Section 17000 for acts or omissions in the use of such vehicles. Except where STATE would have no duty to indemnify LOCAL AGENCY under Exhibit C, Section 6.

- E. Certification of Insurance** - Provider Insurance Certification and/or proof of self-insurance.

Contractor Name: Coastside Fire Protection District

Contract No: 1CA04859

Page No.: 17

**EXHIBIT D, SCHEDULE A**

**LOCAL FUNDED – STATE RESOURCES**

**FISCAL DISPLAY**

**PRC 4142**

**NAME OF LOCAL AGENCY:** Coastside Fire Protection District

**CONTRACT NUMBER:** **1CA04859**

Index: 1700

PCA: 17750

Fiscal Year: 2020/21 to 2026/27

This is Schedule A of Cooperative Agreement originally dated July 1, 2020, by and between CAL FIRE of the State of California and LOCAL AGENCY.

(See Attached)

Unit: CZU

Contract Name: Coastside Fire Protection District

Agreement Total \$70,929,629

Contract No.: 1CA04859

Page No.: 18

Fiscal Year 20/21	
PS Total	\$8,563,419
OE Total	\$148,145

TOTAL	\$8,711,564
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Fiscal Year 21/22 (+5%)	
PS Total	\$8,991,590
OE Total	\$155,552

TOTAL	\$9,147,142
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Fiscal Year 22/23 (+5%)	
PS Total	\$9,441,169
OE Total	\$163,330

TOTAL	\$9,604,500
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Fiscal Year 23/24 (+5%)	
PS Total	\$9,913,228
OE Total	\$171,497

TOTAL	\$10,084,724
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Fiscal Year 24/25 (+5%)	
PS Total	\$10,408,889
OE Total	\$180,071

TOTAL	\$10,588,961
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Fiscal Year 25/26 (+5%)	
PS Total	\$10,929,334
OE Total	\$189,075

TOTAL	\$11,118,409
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Fiscal Year 26/27 (+5%)	
PS Total	\$11,475,800
OE Total	\$198,529

TOTAL	\$11,674,329
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Fiscal Year: 2020 Index: 1700 PCA: 17750 PRC: 4142 Comments:					Unit: CZU		Sub Total Admin Total		\$7,667,131 \$896,288 \$8,563,419		Contract Name: Coastside Fire Protection District  Contract No.: ICA04859 Page No.: 19				
This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2020 between the Coastside Fire Protection District and The California Department of Forestry and Fire Protection (CAL FIRE)					Overtime Total:		\$355,075								
					CAL FIRE Unit Chief		Ian Larkin								
					CAL FIRE Region Chief		Mike Bradley								
Number of Positions	Classification/ad-ons (Pick From List)	RET.	Period	Salary Months	Salary Rate	Total Salary	EDWC Rate	EDWC Periods	Total EDWC	Salary Benefits	FFI UI	EDWC Benefits	Total Salary & EDWC	Total Position Cost	
0.5	Assistant Chief (Supervisory) - Deputy Chief	POF	7/1/20-6/30/21	12	\$9,747	\$58,482	\$0	12	\$0	\$54,564	\$0	\$0	\$113,046	\$160,728	
0.5	Longevity Pay Differential - 7%	POF		12	\$0	\$4,094			\$0	\$3,819		\$0	\$7,913		
0.5	Assistant Chief Pay Differential	POF		12	\$182	\$1,092			\$0	\$1,019		\$0	\$2,111		
0.5	Assistant Chief (Supervisory) Recruitment and Retention Pay Differential	POF		12	\$1,851	\$11,106			\$0	\$10,362		\$0	\$21,468		
0.5	Extended Duty Pay Differential - Assistant Chief 15%	POF		12	\$1,396	\$8,376			\$0	\$7,815		\$0	\$16,191		
	Overtime	POF							\$0	\$0		\$0	\$0		
0.5	Assistant Chief (Supervisory) - Deputy Chief	POF	7/1/20-6/30/21	12	\$9,747	\$58,482	\$0	12	\$0	\$54,564	\$0	\$0	\$113,046	\$158,618	
0.5	Longevity Pay Differential - 7%	POF		12	\$0	\$4,094			\$0	\$3,819		\$0	\$7,913		
0.5	Assistant Chief (Supervisory) Recruitment and Retention Pay Differential	POF		12	\$1,851	\$11,106			\$0	\$10,362		\$0	\$21,468		
0.5	Extended Duty Pay Differential - Assistant Chief 15%	POF		12	\$1,396	\$8,376			\$0	\$7,815		\$0	\$16,191		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		
3	Battalion Chief (Nonsupervisory)	POF	7/1/20-6/30/21	12	\$6,639	\$239,004	\$3,656	12	\$131,616	\$222,991	\$0	\$74,113	\$667,724	\$734,647	
3	Longevity Pay Differential - 7%	POF		12	\$0	\$16,730			\$0	\$15,609		\$0	\$32,340		
3	Education Incentive Pay Differential	POF		12	\$75	\$2,700			\$0	\$2,519		\$0	\$5,219		
1	Red Circle	POF		12	\$1,084	\$13,008	\$225	12	\$2,700	\$12,136		\$1,520	\$29,365		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		
3	Fire Captain (Paramedic)	POF	7/1/20-6/30/21	12	\$6,122	\$220,392	\$3,629	12	\$130,644	\$205,626	\$0	\$73,566	\$630,227	\$692,286	
3	Paramedic Recruitment and Retention - 500	POF		12	\$500	\$18,000			\$0	\$9,018		\$0	\$27,018		
3	Longevity Pay Differential - 7%	POF		12	\$0	\$15,427			\$0	\$14,394		\$0	\$29,821		
3	Education Incentive Pay Differential	POF		12	\$75	\$2,700			\$0	\$2,519		\$0	\$5,219		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		
6.5	Fire Captain, Range A	POF	7/1/20-6/30/21	12	\$5,720	\$446,160	\$3,155	12	\$246,090	\$416,267	\$0	\$138,573	\$1,247,091	\$1,318,769	
6.5	Longevity Pay Differential - 7%	POF		12	\$0	\$31,231			\$0	\$29,139		\$0	\$60,370		
6.5	Education Incentive Pay Differential	POF		12	\$75	\$5,850			\$0	\$5,458		\$0	\$11,308		
					\$0	\$0			\$0	\$0		\$0	\$0		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		
12	Fire Apparatus Engineer (Paramedic)	POF	7/1/20-6/30/21	12	\$5,458	\$785,952	\$3,267	12	\$470,448	\$733,293	\$0	\$264,909	\$2,254,602	\$2,489,898	
12	Paramedic Recruitment and Retention - 500	POF		12	\$500	\$72,000			\$0	\$36,072		\$0	\$108,072		
12	Longevity Pay Differential - 7%	POF		12	\$0	\$55,017			\$0	\$51,331		\$0	\$106,347		
12	Education Incentive Pay Differential	POF		12	\$75	\$10,800			\$0	\$10,076		\$0	\$20,876		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		
8	Fire Apparatus Engineer	POF	7/1/20-6/30/21	12	\$5,098	\$489,408	\$2,817	12	\$270,432	\$456,618	\$0	\$152,280	\$1,368,738	\$1,448,877	
8	Longevity Pay Differential - 7%	POF		12	\$0	\$34,259			\$0	\$31,963		\$0	\$66,222		
8	Education Incentive Pay Differential	POF		12	\$75	\$7,200			\$0	\$6,718		\$0	\$13,918		
					\$0	\$0			\$0	\$0		\$0	\$0		
					\$0	\$0			\$0	\$0		\$0	\$0		
	Overtime								\$0	\$0		\$0	\$0		

Fiscal Year: 2020		Unit: CZU				Sub Total		\$7,667,131		Contract Name: Coastside Fire Protection District				
Index: 1700						Admin		\$896,288		Contract No.: 1CA04859				
PCA 17750						Total		\$8,563,419						
PRC: 4142										Page No.: 20				
Comments		Overtime Total: \$355,075												
0.2	Administrative Officer II, Res. Agency	MIS	7/1/20-6/30/21	12	\$7,095	\$17,028	\$0	0	\$0	\$13,900	\$0	\$0	\$30,928	\$33,151
0.2	Geographical Pay Diff-Santa Cruz	MIS		12	\$250	\$600			\$0	\$490		\$0	\$1,090	
0.2	Health Care Differential	MIS		12	\$260	\$624			\$0	\$509		\$0	\$1,133	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
1	Associate Governmental Program Analyst	MIS	7/1/20-6/30/21	12	\$6,607	\$79,284	\$0	0	\$0	\$64,720	\$0	\$0	\$144,004	\$149,670
1	Health Care Differential	MIS		12	\$260	\$3,120			\$0	\$2,547		\$0	\$5,667	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
1	Staff Services Analyst	MIS	7/1/20-6/30/21	12	\$5,494	\$65,928	\$0	0	\$0	\$53,817	\$0	\$0	\$119,745	\$125,412
1	Health Care Differential	MIS		12	\$260	\$3,120			\$0	\$2,547		\$0	\$5,667	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
					\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$355,075
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
1	Overtime	POF	7/1/20-6/30/21	1		\$350,000			\$0	\$5,075		\$0	\$355,075	
					\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
					\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	
					\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime								\$0	\$0		\$0	\$0	

[illegible]

Contractor Name: Coastside Fire Protection District

Contract No: 1CA04859

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**EXHIBIT D, SCHEDULE B**

**STATE FUNDED RESOURCES**

**NAME OF LOCAL AGENCY:**Coastside Fire Protection District

This is Schedule B of Cooperative Agreement originally dated July 1, 2020, by and between CAL FIRE of the State of California and LOCAL AGENCY.

**FISCAL YEAR:** 2020/21 to 2026/27

(See Attached)



**EXHIBIT D, SCHEDULE B**  
**STATE FUNDED RESOURCES**

**NAME OF LOCAL AGENCY:** Coastside Fire Protection District

This is Schedule B of Cooperative Agreement originally dated July 1, 2020, by and between CAL FIRE of the State of California and LOCAL AGENCY.

**FISCAL YEAR:** 2020/21 to 2026/27

1	Unit Chief
1	Deputy Chief, Operations
1	Division Chief, Administration
1	Forester II, Resource Management
4	Battalion Chief, Field Operations
1	Battalion Chief, Safety
1	Battalion Chief, Training
1	Battalion Chief, Prevention
1	Battalion Chief, Dispatch
3	Forester I
6	Fire Captains, Dispatch
1	Fire Captain, Prevention
1	Fire Captain, Pre-Fire Engineering
25	Fire Captains, Stations
9	Fire Apparatus Engineers
6	Firefighter II
60	Firefighter I (5 months)
2	Forestry Aide (5 months)
2	Defensive Space Inspectors
1	Forestry Equipment Manager
5	Heavy Fire Equipment Operators
2	Communications Operators
1	Forestry Logistics Officer
1	Environmental Scientist
1	Information Technology Specialist
3	Staff Services Analysts
2	Personnel Services Specialist
2	Office Technicians
4	Defensible Space Inspectors (4 months)

**Fire Stations and Engine Crews**

Belmont	Cordilleras	El Granada	Half Moon Bay	Pescadero	Point Montara	Skylonda
---------	-------------	------------	---------------	-----------	---------------	----------

**Ben Lomond Conservation Camp**

1	Division Chief
10	Fire Captains
3	Heavy Equipment Mechanic
1	Office Technician
1	Water and Sewer Plant Operator

**Soquel Demonstration State Forest**

1	Forester II
1	Forester I
1	Forestry Assistant II
0.5	Office Technician
2	Forestry Aids

Contractor Name: Coastside Fire Protection District

Contract No: 1CA04859

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**EXHIBIT D, SCHEDULE C**

**LOCAL FUNDED LOCAL RESOURCES**  
**ASSIGNED TO THE CAL FIRE UNIT**

**NAME OF LOCAL AGENCY:**Coastside Fire Protection District

This is Schedule C of Cooperative Agreement originally dated July 1, 2020, by and between CAL FIRE of the State of California and LOCAL AGENCY.

**FISCAL YEAR:** 2020/21 to 2026/27

(See Attached)

<b>COASTSIDE FIRE PROTECTION DISTRICT - SCHEDULE C BUDGET</b>			
	<b>REVENUE</b>		
1021	Property Tax - Secured Curr Yr	9,706,305	
1031	Property Tax - Unsecured Curr Yr	498,237	
1033	Property Tax - Prior Unsecured	1	
1041	Property Tax – SB816 Sec. Supp. Curr Yr	275,725	
1042	Property Tax – SB813 Unsec. Supp. Curr Yr	0	
1043	Property Tax - Prior Secured SB 813	0	
1045	Property Tax - Prior Unsecured SB 813	1	
1046	Property Tax - ERAF Refund	920,450	
1831	H.O.P.T.R.	38,384	
1521	Interest	40,000	
1661	Highway Property Rental	1	
1868	Timber Yield Tax Guarantee	0	
2124	Plan Review / Reports	56,000	
2422	PTM Benefit Assessment	73,000	
2433-1	Contracts-Martins Beach	1	
2433-3	Contracts-Pillar Point AFB	1	
2433-4	Taxes - Special (CFD's)	85,945	
2433-6	AMR Lease - Sta 40	42,000	
2434	Weed Abatement	22,000	
2439	HLF Benefit Assessment	270,000	
2647	Reimbursements	410,000	
2647-2	Strike Team Reimbursement	0	
2658-1	Alarm Reports	0	
2658-2	Mis.Income - General Fund	5,000	
2658-7	ALS JPA	130,000	
2658-8	Misc Income - Training Classes	1	
	Federal Grant Reimbursement (VFA)	8,472	
	State Grant Reimbursement (CERT/LISTOS)	60,000	
	<b>TOTAL REVENUE</b>	<b>12,641,524</b>	

COASTSIDE FIRE PROTECTION DISTRICT - SCHEDULE C BUDGET			
	EXPENSES		
5876	CAL FIRE Salaries		8,397,244
4111	Part Time Employee Salary (Admin Assist/Custodial.)		0
4192	Directors Compensation		12,000
4312	Medical/Hospital Tax (Medicare)		1,000
4321	PERS Contribution		1,237,473
4413-2	Health Insurance-Retirees		7,000
4422	Dental - Retirees		1,000
4441	Life/Disability Insurance		7,500
4511	Workers Compensation Insurance		6,500
	<b>Total Salaries &amp; Benefits</b>	<b>\$</b>	<b>9,669,717</b>
5111	Agriculture Weed Abatement		20,000
5121	Clothing and Uniforms		15,000
5132	Communications/Telephone		82,000
5156	Household Expenses		32,000
5164	Medical Equip. < \$500		2,000
5165	Medical Supplies		2,000
5193	General Office Expense		15,000
5195	Subscriptions & Periodicals		8,000
5197	Postage/Mailing		4,000
5211	Computer Software		22,000
5212	Computer Supplies		1,000
5213	Computer < \$5,000		10,000
5231	Small Tools & Equipment		15,000
5331	Membership/ Association Dues		11,000
5341	Publications/Legal Notices		3,500
5351	Special District Expense		73,000
5413	Vehicle Maintenance and Repair - Labor		110,000
5416	Fuel & Petroleum Products		70,000
5417	Vehicle Repair - Parts		60,000
5419	Medical Equip. Maint.		1,000
5422	Annual Ladder Service Check		3,000
5424	Radio - Telecom Maint.		3,500
5426	Office Equipment - Maint.		500
5428	Misc. Equipment Maintenance		15,500
5438	Hydrant Maintenance		1,500
5455	Maintenance of Facilities		120,000
5459	SCBA Maintenance		10,000
5478	Contract Maintenance		38,000
5483	Custodial Services		3,000
5521	Rents & Leases		15,500

COASTSIDE FIRE PROTECTION DISTRICT - SCHEDULE C BUDGET			
5611	Insurance		70,000
5631	Utilites-(40, 41, 44)		54,000
5731	Training & Educational Expense		71,800
5732	Outside Trainer		46,000
5733	Training Materials & Supplies		10,000
5737	Public Education		3,500
5815	Fire Net Six (Dispatching)		19,000
5834	Legal Services		80,000
5842	Audit & CPA Services		15,000
5856	Mapping Project		5,000
5858	Other Professional Contracts		25,000
5865	Medical Exams		20,000
5874	S.M. Co. Tax Collector		4,500
5876	Other Professional Services		295,000
5961	Facility Improvement		60,000
5971	Furniture, Equipment and Tools <\$5,000		300,000
7211	Capital Improvements >\$5,000		80,000
7311	Capital Equipment >\$5,000		813,000
7402	New Station 41 Construction		5,625,000
7701	New Station 44 Lot Exploration		
	<b>Total Services &amp; Supplies</b>	<b>\$</b>	<b>8,363,800</b>
	<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>18,033,517</b>
	<b>SUB TOTAL REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>\$</b>	<b>(5,391,993)</b>
	<b>Transfer In- LAIF Fund Balance</b>	<b>\$</b>	<b>6,364,426</b>
	<b>Prior Year General Fund Balance</b>		<b>(972,433)</b>
	<b>TOTAL REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>\$</b>	<b>0</b>

**EXHIBIT E**  
**DESCRIPTION OF OTHER SERVICES**

Please reference the Coastside Fire Protection District Red Circle Obligation and the Coastside Fire Protection District 7-Year Plan.

**EXHIBIT E**  
**DESCRIPTION OF OTHER SERVICES**

**COASTSIDE FIRE PROTECTION DISTRICT RED CIRCLE OBLIGATION**

The Coastside Fire Protection District (CFPD) shall be solely responsible for paying the full amount of the Red Circle compensation difference for former CFPD employees who, prior to transitioning to CAL FIRE, had salaries higher than their respective new state classifications (the Red Circle compensation). CFPD shall be solely responsible for this payment until such time as the employee's Red Circle compensation rate equals the current employer's state classification rate or they terminate their employment with CAL FIRE.

No later than twelve (12) months prior to the expiration of the contract, or upon written notification of termination by CFPD, CAL FIRE shall notify CFPD of the total amount due to fully satisfy the Red Circle compensation obligation and provide CFPD with documentation demonstrating how the amount due was calculated.

CFPD shall satisfy its obligation to pay the Red Circle compensation by either (1) paying a lump-sum amount equal to the remaining balance of Red Circle compensation owed prior to the expiration of the term of this Agreement or the date of termination of this Agreement, or (2) executing a promissory note with monthly payments on terms satisfactory to CAL FIRE that satisfies the Red Circle compensation payment obligation within twelve (12) months from the expiration of the term of this Agreement or the date of termination of this Agreement.

The amount of the promissory note shall be based on an actuarial analysis of remaining Red Circle employees at the time of termination. If the parties fail to agree on the obligation amount resulting from the analysis, the matter shall be submitted to mediation which shall be concluded within 30 days. The mediator shall be mutually acceptable to both parties and the costs of mediation shall be borne equally to the parties.

Notwithstanding the above, CFPD may satisfy its obligation to pay the Red Circle compensation through the regular billing process if there is a new cooperative Fire Protection Reimbursement Agreement in place that provides no break in fire protection services.

**COASTSIDE FIRE PROTECTION DISTRICT OPERATIONAL PLAN**

Please refer to the Coastside Fire Protection District Operational Plan for a summary of services and deliverables to be provided by CAL FIRE.





# SEVEN YEAR OPERATING PLAN

FY20/21 – FY26/27

SUMMARY OF SERVICES & DELIVERABLES  
**COASTSIDE FIRE PROTECTION DISTRICT**







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## MISSION, VISION & VALUES

### VISION STATEMENT

District will professionally execute its public service responsibilities in an exemplary manner that is acknowledged, valued and respected by citizens, employees, and the entire emergency services industry.

### MISSION STATEMENT

The Coastside Fire Protection District will aggressively work to protect lives, the environment, and property through fire protection, suppression, emergency medical and rescue actions, and public education.

### VALUES

1. Complete public transparency is mandatory on all District deliberations and decisions.
2. Ethical conduct and integrity is required for all Board members, contractors, and employees.
3. Civility and courtesy are expected in all District operations.
4. Excellent, complete performance is required of all contractors and employees.
5. The District Board of Directors accepts complete fiduciary responsibility for all District financial actions.
6. The District Board of Directors' decisions and management actions will reflect responsible use of taxpayers' funds.
7. District will achieve and maintain "District of Distinction" status.

### WHAT WE DO

The Coastside Fire Protection District (District) provides the fire protection services for the City of Half Moon Bay and the Communities of Montara, Moss Beach, Princeton, El Granada and Miramar in addition to the surrounding unincorporated areas that encompass the 50 square mile district and serves a population of 30,000 residents.

The District operates three fire stations to provide the emergency services: Fire Station 40 is located within the downtown area of the City of Half Moon Bay, Fire Station 41 is located within the unincorporated area of El Granada and Fire Station 44 is located within the Moss Beach Area of the District.



## ABOUT COASTSIDE FIRE PROTECTION DISTRICT

### HISTORY

The Coastside Fire Protection District first came into existence in 1879 as the Half Moon Bay Volunteer Fire Department, commonly known as "Hose Company No. 1". Funds and equipment were scarce and consisted of 300 feet of hose, a few buckets, and some axes. In 1880 the community took up a collection and purchased their first hose cart. After a serious fire on Main Street, the community decided to continue a Volunteer Fire Department and pay for it by subscription instead of forming a Fire District or incorporating. On November 8, 1899 the first official meeting of Hose Company No. 1 was held in the IOOF Hall. Later in 1899, funds were authorized for the purchase of fire hydrants and more hose.

The Hose Company decided to hold a Masquerade Ball as a fund-raiser in 1900. This was the beginning of a long tradition. Later in 1900, the Hose Company bought a fire bell and another hose cart. The bell can still be seen at the corner of Main Street and Higgins Canyon Road in front of Fire Station #40. The first firehouse consisted of a wooden shed on Kelly Street and the volunteers met at the IOOF hall.

In 1926 a Fire District was formed and the department was reorganized. In 1928 the first pumper truck was purchased and the hose carts retired. In 1936 the site was purchased for the historical firehouse 700 Main street with the existing building being rebuilt, more equipment was purchased, and alarm boxes added.

In 1944 a new Fire District was formed that covered the area from Torres Lane in Moss Beach to Martins Beach in the South. Later that same year, the District hired its first professional firefighters.

In 1990 the Half Moon Bay Volunteer Fire Department was officially incorporated and made retroactive to its inception date of December 13, 1899. It is a Not for Profit organization under IRS Rule 501 (c) 3.

On July 6, 1998, Half Moon Bay Fire Protection District enters into a Fire Protection Services Agreement with Point Montara Fire Protection District. In November of 1998, the District moved into a new fire station at 1191 Main Street, Half Moon Bay and the old station was sold. It was purchased and renovated into offices.

On October 1, 2007, Half Moon Bay Fire Protection District and Point Montara Fire Protection District consolidated and form a new District called Coastside Fire Protection District. In June 2008, Coastside Fire Protection District's Governing Board entered into a Cooperative Agreement with California Department of Forestry and Fire Protection (CAL FIRE) to supply the management and personnel of your fire services. The cooperative fire contract was renewed for an additional seven years in July 2013.

### ABOUT CAL FIRE

The California Department of Forestry and Fire Protection (CAL FIRE) is an emergency response and resource protection department. CAL FIRE protects lives, property and natural resources from fire, responds to emergencies of all types, and protects and preserves timberlands, wildlands, and urban forests. The department's varied programs work together using ongoing assessments of the condition of natural resources



and challenges of an increasing population to plan protection strategies for California. Department personnel and equipment are a familiar sight throughout the state with responsibility for protecting over 31 million acres of California's privately-owned wildlands and providing emergency services of all kinds through local government agreements within 33 of California's 58 counties.



Photo 1 House burns during 2018 Carr Fire

CAL FIRE responds to an average of 350,000 calls per year. The calls include structure fires, wildland fires, traffic collisions, medical aids, water rescues, civil disturbances, search and rescues, hazardous material spills, train wrecks, floods, and earthquakes. Because of CAL FIRE's size and major incident command experience, the department often assists with or commands major incidents or disasters statewide. These emergencies include command of large wildfires and wildfire sieges, assisting local agencies during major fires, earthquakes and floods and other state agencies such as the Department of Public Health during disease outbreaks.

CAL FIRE covers its state emergency response mission with over 800 state and local funded fire stations, 39 conservation camps, 13 air attack bases, and 9 helitack bases. CAL FIRE's emergency response and resource protection mission is accomplished with a force of nearly 4,700 full-time fire professionals, foresters, and administrative employees, 2,500 seasonal firefighters, 5,000 local government volunteer firefighters, 2,000 Volunteers-In-Prevention, 200 Law Enforcement Officers, and 4,300 inmates and wards. The Fire Crews are comprised of 179 adult male crews, 7 female crews, and 4 Division of Juvenile Justice (DJJ) crews. To transport and support these forces, CAL FIRE operates over 1,095 fire engines (336 state and 759 local government), 215 rescue squads, 63 paramedic units, 38 aerial ladder trucks, 58 bulldozers, 5 mobile communication centers, and 11 mobile kitchen units. The department funds, via contract, an additional 82 engines and 12 bulldozers in six counties – Kern, Los Angeles, Marin, Orange, Santa Barbara, and Ventura. From the air, CAL FIRE operates 23 airtankers (1200 gallon), 11 helicopters, and 13 air tactical planes.

The State of California employs a robust mutual aid system that is essential to intervene in the diverse risks Californians face every day. CAL FIRE cooperative efforts via contracts and cooperative agreements between state, federal, and local agencies are an essential aspect of the mutual aid system in California.

CAL FIRE provides fire and emergency response training to its employees locally, regionally and at the CAL FIRE Training Centers in Lone and Riverside. The Office of the State Fire Marshal (OSFM), a member of the CAL FIRE team since 1995, provides education and certification programs to the California fire service and its more than 900 fire departments. Through practical training exercises and classroom courses, every California firefighter is exposed to training standards that have been approved by CAL FIRE and the OSFM, among the best institutions in the nation for fire training education. Offering more than 1,000 classes annually, State Fire Training programs reach over 24,000 students each year. Over 2,000 CAL FIRE personnel attend the CAL FIRE Training Center in Lone, and Riverside, annually, participating in classes ranging from basic fire control to major



incident command training using Incident Command System (ICS) and National Incident Management System (NIMS) principles and practices.

CAL FIRE enforces state forest and fire laws by employing P.O.S.T. Certified law enforcement officers. CAL FIRE investigators determine fire causes and origins in all types of fires, interview witnesses, issue citations and vigorously investigate arson cases. The conviction rate of those arrested for arson investigated by CAL FIRE peace officers is very high. As appropriate, CAL FIRE investigators pursue civil and criminal cost collection in cases of negligence or intentionally caused wildfires.



Photo 2 New Firehawk Helicopters

CAL FIRE's mission emphasizes the management and protection of California's natural resources: This goal is accomplished through ongoing assessment and study of the state's natural resources and a variety of resource management programs. CAL FIRE oversees enforcement of California's forest practice regulations which guide timber harvesting on state and private lands. The reviews and inspections ensure protection of watershed and wildlife as well as renewal of timber resources. Department foresters and fire personnel work closely to encourage and implement fuels management projects to reduce the threat of uncontrolled wildfires.

The CAL FIRE Local Government Program provides direction, coordination and fire protection services to local government agencies throughout the state, via cooperative fire protection agreement contracts as outlined in Public Resource Code (PRC) 4142. The contract document is the Local Government (LG-I) and these contracts



Photo 3 CAL FIRE IMT 1

are commonly referred to as "Schedule A" or "Amador Agreements". Local government entities such as cities, counties and special service districts have contracted with CAL FIRE to provide many forms of emergency services for their communities. CAL FIRE provides full-service fire protection to many of the citizens of California, through the administration of cooperative fire protection agreements with Cities, Counties, Fire Protection Districts, Community Service Districts, Indian Tribes, and other Local Government Agencies.

As a full-service fire department, CAL FIRE responds to wildland fires, structure fires, floods, hazardous material spills, water rescues, civil disturbances, earthquakes, and medical emergencies of all kinds. Local governments utilize this diversity and experience through their agreements with the Department. The Local Government Program partnership agreements fall into three categories: Full Service, Amador and Wildland Protection.

Partnership agreements are tailored to suit the desires and needs of the local community and the ability of CAL FIRE to deliver the service. Fire department personnel are CAL FIRE employees. The local agency retains



ownership of fire department facilities and equipment. These agreements are normally in effect 12 months per year.

Cooperative Fire Protection Agreements augment CAL FIRE's initial attack capability with resources that are available for wildland fire suppression. Consolidated fire protection, through contracting, is a trend in California that is strongly supported by statute and numerous independent fire protection studies. Since CAL FIRE is frequently involved in major disasters, it is interested in working regionally with local government entities to provide a coordinated response and improve the safety elements of general and disaster plans.



## LOCAL GOVERNANCE AND RETAINED AUTHORITY

### COASTSIDE FIRE PROTECTION DISTRICT AUTHORITY

Coastside Fire Protection District Board of Directors, as an elected body will retain jurisdictional authority for establishing policies that determine the operational and administrative services provided by the district. The following is understood:

- The Board of Directors will continue to serve in capacity that they did prior to the contract for personnel services with CAL FIRE.
- The District will retain its local identity (use of the name, signage, ICS designation, website, etc.).
- The District will retain ownership of facilities, apparatus, supplies, tools, and equipment.
- The District will establish and approve the type, range, and level of service provided within the District.
- The District will determine the level of funding for emergency and community services
- The District will approve the personal services (Schedule "A") and operations (Schedule "C") budgets  
The District will maintain ultimate authority in approving new or continued participation in operational agreements (i.e. Mutual Aid or Automatic aid and membership in Joint powers Agreements (JPA's) or other cooperative agreements)
- The District will continue to be the approving jurisdictional authority for fire code adoption and revision and will serve as final authority on approval, denial, or modification of proposals and plans for development.
- The District will provide for and retain a Volunteer Firefighter program.

### CAL FIRE RESPONSIBILITIES

CAL FIRE will provide services to the District to fulfill the operational and administrative policies and direction of the Board. The provision of these services will be through a cooperative agreement and CAL FIRE will manage that service delivery within the budget and applicable policies approved by the Board of Directors and the policies of CAL FIRE. Cases where such policies conflict shall be resolved under the provisions of Exhibit C, Part 6, Disputes. Budgeted funds will be expended directly by the District or by CAL FIRE, wherein CAL FIRE will be reimbursed for their actual direct and indirect expenses (per the cooperative agreement) for those services. CAL FIRE will prepare a monthly report detailing "position status" (vacant, filled, etc.).





## STAFFING

Fire District staffing is critically important to accomplish all the work expected of fire responders. This includes early suppression of fires before a fire takes hold of a building and entraps residents, to handling medical emergencies, to removing victims from entangled locations and to controlling hazardous material discharges. Staffing is expensive but what the public really pays for is firefighter availability for immediate, emergency response.

The District contracts with CAL FIRE for line staff, command and control staff, and support staff. All personnel are CAL FIRE (State) employees, under contract to the District.



Photo 4 Firefighters performing a rescue.

<b>Coastside Fire Protection District (17750)</b>	
<b>Line Staff</b>	<b>Number of Positions</b>
Fire Captain	4
Fire Captain – Paramedic	3
Fire Apparatus Engineer	8
Fire Apparatus Engineer – Paramedic	12
<b>Total Line Staff</b>	<b>27</b>
<b>Total Paramedics</b>	<b>15</b>
<b>Command &amp; Control Staff</b>	<b>Number of Positions</b>
Deputy Chief	.5
Division Chief – Operations	.5
Battalion Chief – Operations	2.5
Battalion Chief – Fire Marshal	.5
Fire Captain – Training	1
Fire Captain – Deputy Fire Marshal	1.5
<b>Total Command &amp; Control Staff</b>	<b>6.5</b>
<b>Support Staff</b>	<b>Number of Positions</b>
Administrative Officer II	.2
Associate Government Program Analyst	1
Staff Service Analyst	1
<b>Total Support Staff</b>	<b>2.2</b>
<b>Total (All Personnel)</b>	<b>35.7</b>



## ADMINISTRATION & MANAGEMENT

### EXECUTIVE MANAGEMENT

#### FIRE CHIEF

The CAL FIRE· San Mateo - Santa Cruz Unit (CZU) Unit Chief will be designated as the Fire Chief of the Coastside Fire Protection District. The Chief will serve at the direction of the District Board of Directors and be accountable for administration of the fire district. This includes attendance in Board of Director meetings, preparation and administration of annual budget, policy oversight, and annual reporting. The Fire Chief will assure employee welfare, recruitment, safety, recognition and discipline. Additionally, the Fire Chief will assure facilities, equipment and automotive resources remain response-ready. The Fire Chief will represent the District at a variety of professional and community meetings and events, liaison with District legal counsel and ensure overall compliance with the terms of this Cooperative Agreement for Fire Protection Services.

#### DEPUTY CHIEF

The Deputy Chief works at the direction of the Fire Chief. The Deputy Chief shall plan, direct, and oversee the management, operations, and activities of the District, including strategic planning and organizing and managing the District's finances and personnel resources. Specifically, the Deputy Chief will:

- Attend all Board of Directors meetings, and oversee the daily fire suppression, prevention, training, disaster preparedness and medical response services provided throughout the District.
- Be the initial point of contact for Coastside FPD Board members and provide support in preparation of board meetings.
- Assist in the development and administration of the District budget.
- Recommend and confer with the Board regarding expansion or contraction of fire service upgrades and provide the board with monthly statistics.
- Recommend policies and procedural changes to the Fire Chief and ensure the fulfillment of the annual deliverables.
- Represent the District at a variety of professional and community meetings and events, liaison with District legal counsel and ensure overall compliance with the terms of this Cooperative Agreement for Fire Protection Services.
- Liaise with City and other community staff / representatives.
- Coordinate with the CZU Administrative Division Chief in all financial and personnel matters and assist with budget preparation and monitoring.
- Supervise the Division Chief of Operations, Fire Marshal's office, Administrative Staff and Training/EMS.
- Coordinate with the District's Fire Prevention Battalion Chief regarding scheduling and assigning public safety education (schools, organizations , etc.) and other community relations efforts.
- Represent the District at the San Mateo County Fire Chiefs Association and other official functions.
- Represent the District at professional and community meetings and events.



- Assure, through constant communication with adjoining CZU Divisions and/or Battalions, that CAL FIRE and San Mateo County Fire obligations are met in those areas outside of the District.
- Prepare and approved District Press Releases.

#### DIVISION CHIEF - OPERATIONS

The Division Chief - Operations works at the direction of the Deputy Chief and is primarily responsible for overseeing daily emergency response operations within the District. Specifically, the Division Chief – Operations will:

- Ensure facilities, equipment and automotive resources remain response-ready.
- Supervise Battalion Chiefs – Operations
- Interface and liaison with other agencies regarding emergency response activities
- Assume command of complex incidents that exceed the capabilities of the on-duty Battalion Chief.
- Respond to other emergencies, as necessary.
- Participate in the County Chief’s Operations group.
- Coordinate the recruitment, selection, and retention of volunteer firefighters.
- Assure continuance of appropriate emergency communications and participation in the County Chiefs Greater Alarm, ALS deployment, and Mutual Aid plans .
- Coordinate Operations between the District, San Mateo County Fire Department and state-funded resources
- Coordinate Operations with other San Mateo County Emergency Service providers.
- Ensure all facilities, apparatus and tools/equipment are always maintained.

#### ASSISTANT CHIEF – RESOURCE MANAGEMENT & LAW ENFORCEMENT

The CAL FIRE CZU Assistant Chief of Resource Management and Law Enforcement shall assist with fire cause and origin investigations that exceed the capacities of the line staff. Additionally, they will work with District staff to identify areas where it would be advantageous to provide fire defense improvements through vegetation management or removal.

#### ASSISTANT CHIEF – ADMINISTRATION

The CAL FIRE CZU Assistant Chief of Administration is responsible for personnel hiring and management. This includes management of recruitment, appointment, development, advancement, labor relations, discipline, performance evaluations, and workers compensation management.

#### UNIT ADMINISTRATIVE SUPPORT STAFF

The San Mateo-Santa Cruz Unit provides admirative services related to CAL FIRE personnel, including human resource support, contract accounting, invoicing, and other administrative tasks related to the District. This includes:

- Contract preparation and review.
- Accounting and invoicing as required in Schedule A and Schedule C.



- Coordination of District business with PERS and insurance carriers.
- Budget preparation and management.
- Financial oversight.
- Recommendations to the board of fee schedule changes.
- Adverse action and progressive discipline process.
- Assist with coordinating and recording mandatory and specialized training.

#### DISTRICT ADMINISTRATIVE SUPPORT STAFF

The District Administrative Staff are responsible for:

- Assisting fire department management with preparation and administration of the District's budget.
- Provide clerical support to the board and staff in preparation of agendas, public meetings, public notices, reports and other board related matters, including elections.
- Provide customer service and information to the public.
- Perform other administrative duties, as assigned.
- Maintain and update District website.
- Provide administrative support for the fire marshal's office.

#### BATTALION CHIEFS - OPERATIONS

One Battalion Chief – Operations will always be on-duty , assigned to CFPD, and oversee daily operations within the District. The Battalion Chief – Operations will supervise the three fire stations and provide emergency response for the Coastside Fire Protection District and San Mateo County coastal areas and, under the direction of the Division Chief of Operations. Specifically, the Battalion Chief – Operations will:

- Assign, evaluate and supervise subordinate personnel.
- Provide administrative assistance and support to the Division Chief by managing and participating in administrative tasks, programs, and projects as assigned by the Division Chief (such as apparatus maintenance, CERT, mapping, facilities repair, etc.).
- Assign program activities to subordinates including training, facility/equipment maintenance, and communications related to programs and services.
- Manage and participate in the development and implementation of goals, objectives, policies, and priorities for assigned programs and services.
- Recommend and administer policies and procedures.
- Communicate utilizing the established Chain-of-Command , to the Chief, Deputy Chief and/or Division Chief for potential or current problems along with recommended solutions.
- Always display professional constructive demeanor .
- Prioritize, assign, supervise and review the work of company officers; prepare performance evaluations and individual development plans: assist employee toward s correcting deficiencies; seek informal resolution to employee grievances and performance issues; and recommend necessary disciplinary actions.



- Coordinate activities with other Battalion Chiefs to achieve consistency throughout the organization.
- Assume Command at emergency incidents that are beyond the ability of engine company personnel.
- Assure personnel compliance with State, District, County and Unit policies and procedures as well as Employee MOU's.
- Ensure compliance with OSHA, and other established and applicable procedures and regulations.
- Communicate District and CAL FIRE policy to all subordinates.
- Respond to emergency incidents outside the District as identified in the County Chief's response plan or outside the Unit as part of the CAL FIRE "total force concept"

#### BATTALION CHIEF – FIRE MARSHAL

A staff Battalion Chief – Fire Marshal is responsible for overseeing the fire prevention program within the District, which includes fire prevention engineering and code enforcement. Specifically, the Battalion Chief – Fire Marshal is responsible for:

- Administer all fire prevention related statutes and regulations, at the direction of the State Fire Marshal's Office and California law, within the District.
- Coordinate Fire Prevention Bureau activities with other programs within the District.
- Review development and construction activities that affect the District, including plan checks of building construction, fire alarm systems, fire sprinklers and other life-safety systems.
- Inspect all locations where a fire hazard may exist, including difficult and complicated occupancies; enforce state and local laws, ordinances, and regulations pertaining to the prevention and control of fire, the protection of life and property from fire, explosion and panic.
- Meet with architects, engineers, contractors, and others involved in development and construction activities, which may affect the district's fire prevention program.
- Assist with fire cause and origin investigations.
- Oversee the department's occupancy inspection program.
- Oversee the department construction and fire safety system inspection program.
- Complete annual reporting of mandatory fire inspections to the Board.
- Oversee the District's weed abatement program.
- Align, assess, recommend and implement updated fire code and ordinances.
- Oversee the District's Public Education and Public Information program.
- Investigate complaints, recommends corrective action where needed, and follows up to see that hazards have been eliminated.
- Assures proposed construction meets fire code requirements.
- Supervises fire prevention staff.
- Reports monthly activity.



## FIRE SUPPRESSION OPERATIONS AND TRAINING

### GENERAL INFORMATION

Coastside Fire Protection District (CFPD) is one of 11 local government fire agencies in San Mateo County with responsibility to provide structural fire suppression, emergency medical response, and rescue services. CFPD provides these services on both incorporated (City of Half Moon Bay) and unincorporated Local Responsibility Area (LRA) lands as well as State Responsibility Area (SRA) lands throughout the district. On the unincorporated LRA, CFPD is responsible for wildland fire suppression, while CAL FIRE, the state's fire agency, provides wildland fire protection on the SRA lands within the county. It is this dual jurisdictional authority to provide fire protection on much of the same land that is at the heart of the symbiotic cooperative agreement between CFPD and CAL FIRE. Under the terms of the cooperative fire protection agreement, CAL FIRE provides the emergency fire protection, emergency response and advanced life support. Services include commercial, residential, and wildland fire protection, prevention and investigation; hazardous materials incident response; emergency vehicle extrication; hazardous conditions response (flooding, downed power lines, earthquakes, terrorist incidents, etc.); emergency medical and rescue response; and public service assistance. Also included are management support services that include fire department administration, training, safety, personnel, finance and logistical support.

### SERVICES

#### ADVANCED LIFE SUPPORT (ALS) PARAMEDIC

CFPD is a member of the San Mateo County's Advanced Life Support Joint Powers Agreement (ALS JPA). This county-wide agreement standardizes the level of Emergency Medical Service pre-hospital care provided by fire agencies. CFPD has, at minimum, one licensed paramedic on each piece of front-line paid career apparatus. This provides the highest level of emergency medical care before an ambulance arrives, which can mean the difference between life and death, especially in the remote areas of the county. This standardization also allows fire engines to respond across jurisdictional boundaries.

To maintain this level of service, paramedics are required to complete hundreds of extra hours of training each year to ensure medical skill currency. In doing so, these paramedics can administer a variety of drugs and use advanced airway management techniques. For critical patients it is not uncommon for the fire-engine paramedic to ride in the ambulance with the patient to the hospital, providing treatment from first response to physician care. The ALS program is overseen by the South Zone Paramedic Coordinator Battalion Chief who is responsible for quality assurance and training compliance.

Under the cooperative contract for fire protection, CAL FIRE provides paramedic level emergency medical response, providing early advanced airway management, intravenous drug therapy, and life support system stabilization until



Photo 5 Firefighter-Paramedic checking equipment





patients are transported to the nearest emergency care facility. At least one licensed paramedic will be on-duty on each of three staffed Coastside Fire District fire engines. All other line staff in the District are Emergency Medical Technicians (EMTs).

#### COASTSIDE FIRE VOLUNTEER FIREFIGHTER PROGRAM

CAL FIRE District staff manages, oversees and supports the Coastside Fire Volunteer Firefighting Program. These District volunteers are recruited, trained, managed and reimbursed by District staff. Costs for insurance, stipends, and personal protective equipment (PPE) shall be included in the Districts annual budget. The volunteers are not covered by CAL FIRE workers compensation insurance, but

#### COASTSIDE COMMUNITY EMERGENCY RESPONSE TEAM (COASTSIDE CERT)

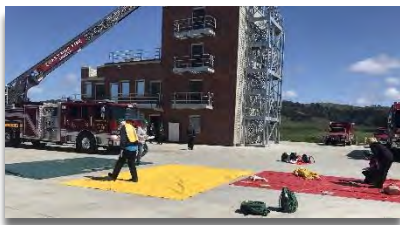


Photo 6 CERT training drill

CFPD sponsors the Coastside CERT Program, a completely volunteer-based community organization. The Coastside CERT is a part of the national CERT program where local community members are trained to aid during a disaster. These teams are extremely important during large disaster when local first responders are overwhelmed by the magnitude of the situation. CAL FIRE District staff administers training twice each year, with classes taught by District firefighters. Annually drills are also coordinated and administered by District firefighters. This program is a great way for the community to become involved in disaster preparedness and it also gives firefighters a chance to make meaningful relationships with the community members.

#### TRAINING

The District training division works in cooperation and coordination with the San Mateo County Fire Department and CZU Unit Training program. The District CAL FIRE Training Captain is responsible for day-to-day training within the District. This position is responsible for assuring training standards are maintained for personnel (career and volunteer firefighters, as well as administrative staff). This includes scheduling, tracking and delivering of the following: in-service company drills, mandatory training, training record management, specialized training for career and volunteer staff. Clerical support for the training division shall be shared by participating agencies. The Training Captain is also responsible for the maintenance, scheduling and overall operations of the training tower at Station 40. The Training Captain will also represent the District at the San Mateo County Training Officers meetings.



Photo 7 Firefighters training on ladders



## FIRE APPARATUS, LAND AND STRUCTURES

### GENERAL INFORMATION

Facilities and fire equipment owned by the District shall be made available for use by CAL FIRE at no charge to the State. CAL FIRE may include CAL FIRE identification in addition to existing District identification on structures and apparatus. CAL FIRE personnel are responsible for: operating and maintaining CFPD fire apparatus, routine maintenance of District land and structures by one duty crews, management of contracts for larger maintenance projects, and management of contracts for ongoing maintenance.

### APPARATUS

The District currently owns and operates 18 pieces of fire apparatus, to provide fire and medical services throughout the District. The fleet includes a variety of apparatus types, including fire engines, ladder trucks, rescues, staff vehicles and chief officer command vehicles. All maintenance is performed in accordance to CAL FIRE automotive maintenance standards.

District-owned Mobile Fire Equipment			
	Front-line	Reserve	Total
Command Vehicles	3	0	3
Support Staff Vehicles	2	0	2
Fire Engine – Type 1	3	2	5
Fire Engine – Type 6	2	0	2
Ladder Trucks	1	0	1
Rescue Vehicles	1	0	1
Other Specialized Vehicles	2	0	2
Utility Vehicles	2	0	2
Total	16	2	18

Fire apparatus has a recommended lifespan based on National Fire Protection Association 1911 Annex D (Appendix). Guidelines for First-line and Reserve Fire Apparatus Criteria includes:

- Vehicle road mileage.
- Engine operating hours.
- The quality of the preventative maintenance program.
- Whether the fire apparatus was used within its design parameters.
- Whether the fire apparatus was manufactured on a custom or commercial chassis.
- The quality of workmanship by the original manufacturer.
- The quality of the components used in the manufacturing process.
- The availability of replacement parts.



Photo 8 CFPD Fire Engine 40





- The costs associated with maintenance and repair

CFPD recently adopted an updated 10-year Mobile Equipment Replacement Plan (MERP-attached in Appendix) based on the Mobile Equipment Life Cycle Table (MELC). The plan projects the anticipated replacement year for each piece of apparatus over the next 10 years. Additionally, a large tools and equipment replacement schedule has been established to ensure replacement of outdated tools over the next 10 years (example: Jaws of Life extrication equipment). District CAL FIRE staff will form an equipment committee to design and recommend replacement apparatus.

<b>Mobile Equipment Life Cycle (MELC)</b>			
<b>Apparatus Type/Kind</b>	<b>Front Line</b>	<b>Reserve</b>	<b>Total Life</b>
<b>Command Vehicles</b>	7 years	N/A	<b>7 years</b>
<b>Staff Vehicles</b>	7 years	0 years	<b>7 years</b>
<b>Engine (Type I)</b>	15 years	5 years	<b>20 years</b>
<b>Engine (Type VI)</b>	15 years	N/A	<b>15 years</b>
<b>Ladder Truck</b>	20 years	N/A	<b>20 years</b>
<b>Rescue</b>	20 years	N/A	<b>20 years</b>
<b>Utility</b>	15 years	N/A	<b>15 years</b>
<b>Specialty Vehicles</b>	20 years	N/A	<b>20 years</b>

For most apparatus, after use on the front line, it is placed into “reserve” status. CFPD retains several pieces of reserve apparatus. Reserve apparatus are utilized for four reasons. First, they are used when front line apparatus is out of service due to routine maintenance and/or repair. Second, reserve fire apparatus is utilized when firefighters are called upon to large incidents under statewide mutual aid, which requires front line fire apparatus to be deployed out of the area. Third, they are staffed with volunteer firefighters. Fourth, they are used during large local disasters when resources are stretched thin. Additionally, CAL FIRE frequently rents CFPD fire apparatus under an Assistance by Hire (ABH) agreement. Under the terms of ABH, CAL FIRE hires CFPD fire apparatus and staff, at a pre-established rental rate, for State-mission wildland fire use. CAL FIRE compensates CFPD each time reserve apparatus is rented, typically totaling several thousands of dollars a year.



Photo 9 Quint 41

## LAND AND STRUCTURES



### District Headquarters & Fire Station 40 – Half Moon Bay

(Paid Professional Career Staff & Volunteers)

1191 Main Street, Half Moon Bay, CA 94019



### **Training Tower**

(Use by both Paid Career Staff and Volunteers)

1191 Main Street, Half Moon Bay, CA 94019



### **Fire Station 41 – El Granada (Existing)**

(Paid Professional Career Staff – Until New Station Opens)

531 Obispo Road, El Granada, CA 94019



### **Fire Station 41 – El Granada (Under Construction)**

(Paid Career Staff – Upon Opening)

555 Obispo Road, El Granada, CA 94019



### **Fire Station 44 – Moss Beach**

(Paid Professional Career Staff)

501 Stetson Street, Moss Beach, CA 94038



## FIRE MARSHAL, PREVENTION, AND PLANNING

### BACKGROUND

Coastside Fire District has a comprehensive fire marshal, fire prevention and planning office program which combines pre-fire structural fire prevention and wildland fire safety programs. The primary mission of the office is minimizing the threat of fire throughout the District. Under the authority of the California Office of the State Fire Marshal (OSFM) the CFPD Fire Chief, or authorized representative, has the authority to enforce building standards for fire and public safety adopted by the OSFM. This is accomplished through a variety of methods, including:

- Fire Code development (CFC), review and enforcement
- Structural plan reviews (fire) for all construction in the unincorporated areas
- Residential Fire Sprinkler inspections
- Title 19 Mandatory Fire Inspections
- Representative at San Mateo FireSafe Council
- SRA Fire Safe Regulations (PRC 4290) for all properties in the wildland areas
- Defensible Space inspections (PRC 4291) around all structures in the wildland areas
- Weed abatement program
- Water supply flow testing
- Public outreach and education
- Special projects/event fire permits

### CALIFORNIA FIRE CODE

The California Building Standards Code is the building code standard for all of California, a part of Title 24 of the California Code of Regulations. These codes, under the control of the California Building Standards Commission are based on national model codes that are adapted to meet the specific needs of California. Part 9 of the California Building Code is the California Fire Code, which is based on the International Fire Code. New editions of the code are published every three years and require adoption (by ordinance) by local jurisdiction with any local changes that the fire marshal deems necessary.

### RESIDENTIAL FIRE SPRINKLERS

As a part of the 2019 California Building Standards Code adoption, and beginning in January of 2011, residential sprinklers are now required in all new one, and two, family dwelling and townhouse construction statewide. This was a major change as prior to 2011 sprinklers were only required for large commercial and office buildings. These residential fire sprinkler requirements are vital for enabling occupants to evacuate a burning building by keeping fires small. These sprinkler systems must be documented on all construction building plans submitted to the County building department for review by the CFPD Fire Marshal's office.

### TITLE 19 MANDATORY INSPECTIONS

There are several building occupancy types that require mandatory fire inspections:



- Public and private schools are required to be inspected annually
- Local jails are required to be inspected every two years
- Hotels, motels and apartments are required to be inspected annually
- High-rise buildings are required to be inspected annually

#### VERY HIGH FIRE HAZARD SEVERITY ZONES (VHFHSZ)

Because of the Oakland Hills Fire (Tunnel Fire) in 1991, the Bates Bill (337) was passed in 1992 requiring CAL FIRE to work with local governments to identify High Fire Hazard Severity Zones within Local Responsibility Areas throughout each county in the state. Over the years CAL FIRE has updated the maps and provided new recommendations to local governments. CAL FIRE publishes two different maps for each county; One map shows all the Fire Hazard Severity Zones in the SRA and the other is a recommended map for LRA lands. Since most of the unincorporated land in San Mateo County is in the SRA, additional fire safe construction is automatically required. These maps are currently being updated at the state-level; a new version for San Mateo County is anticipated in the coming years.

#### CHAPTER 7A of CALIFORNIA BUILDING CODE

For all new construction in any fire hazard severity zone within the SRA or any WUI area of the LRA, Chapter 7A of the California Building Code must be applied. This is a minimum standard for protection of life and property by increasing the building material requirements to resist the intrusion of flame or embers projected by a vegetation fire. In San Mateo County, almost all new construction is required to meet the Chapter 7A requirements for fire resistant exterior building materials.

#### FIRESAFE COUNCIL

CFPD and CAL FIRE are active participants in the San Mateo County Fire Safe Council. Growing out of an initiative by local fire chiefs, the council has expanded into a regional wildfire hazard reduction organization. Since fire knows no boundaries, Fire Safe is an important mechanism for agencies and governments to meet and work holistically on vegetation management, defensible space, fire education and fuel reduction.

#### SRA FIRESAFE REGULATIONS (PRC 4290)

CAL FIRE uses the term “firesafe” to describe measures that can be taken to protect homes and developments from wildfire. The California Public Resource Code (PRC 4290) requires that each county in California meet the state SRA Firesafe regulations (or adopt more restrictive requirements) for all new development in the SRA. These regulations, commonly referred to as the “SRA Firesafe Regulations”, include standards for road and driveway widths, building materials, water supplies and addressing.

#### DEFENSIBLE SPACE INSPECTIONS (PRC 4291)

CAL FIRE inspects all properties in the SRA of San Mateo County under the authority of PRC 4291, Clearance Around Structures. This code requires anyone who owns, leases, controls, operates, or maintains any building or structure in the SRA to maintain 100’ clearance of defensible space and includes removal of debris from the roof and clearance around chimneys. CAL FIRE conducts these inspections using digital mobile devices and maintains a robust, map-driven database of compliant and non-compliant properties.

#### SEVEN YEAR OPERATING PLAN (2020-2027)



## PUBLIC OUTREACH AND EDUCATION

Providing the public with information about fire prevention has been validated to be an effective method for reducing the number of fires and other common emergencies. This includes targeted fire prevention messaging to children, the elderly and other vulnerable populations. Public education is typically done at the engine-company level, through formal class instruction, school presentations and CPR classes. Additional initiatives include highway prevention signage and online prevention information.



Photo 10 Firefighters teaches a kid about fire safety.

## RURAL WATER SUPPLY

As with many counties in California, rapid growth in the unincorporated areas of San Mateo County began before the necessary infrastructure could be established. This impacts firefighters' ability to access (road standards) certain parts of the county, as well as the water supplies available for fighting fires. Some community water systems exist in the unincorporated areas. In these areas, private wells and storage tanks provide the only available water supply.



## PERFORMANCE METRICS AND REPORTING

By June 1<sup>st</sup> of each year, upon adoption of this plan, staff will provide the Board an update on the annual deliverables.



## DELIVERABLES (By Fiscal Year)

### IMPLEMENTATION MATRIX



## ADMINISTRATION & MANAGEMENT

### Annual Deliverables

		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
1.1	Development of Preliminary and Final budget.	X	X	X	X	X	X	X
1.2	Development of Annual Report for the community.	X	X	X	X	X	X	X
1.3	Administration of annual budget.	X	X	X	X	X	X	X
1.4	Maintain facilities, equipment and automotive resources.	X	X	X	X	X	X	X
1.5	Represent the District at relevant professional and community meetings and events.	X	X	X	X	X	X	X
1.6	Maintain functionality of District Emergency Operations Center (DEOC)	X	X	X	X	X	X	X
1.7	Prepare monthly response and operational statistics.	X	X	X	X	X	X	X
1.8	Ensure annual qualified audit report.	X	X	X	X	X	X	X
1.9	Participate in the development and operations of local (CFPD) disaster preparedness.	X	X	X	X	X	X	X





		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
1.10	Prepare complete and accurate Board of Directors meeting packets.	X	X	X	X	X	X	X
1.11	Adopt Annual Mandatory Fire Inspection report, by resolution.	X	X	X	X	X	X	X
1.12	Surplus items as needed, in accordance with district procurement policy.	X	X	X	X	X	X	X
1.13	Maintain and expand Coasts Fire District website.	X	X	X	X	X	X	X
1.14	Utilize social media to showcase fire district activities.	X	X	X	X	X	X	X
1.15	Create and distribute District Press Releases for significant incidents, announcements and accomplishments.	X	X	X	X	X	X	X
1.16	Evaluate and consider increased/decreased staffing whenever requested by the Board.	X	X	X	X	X	X	X
<b>Additional Deliverables</b>								
		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
1.17	Review IT system needs and explore updated capabilities.	X						



		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
1.18	Continue to explore land acquisition for Fire Station 44 replacement.	X						
1.19	Execute a preventative maintenance contract for all facility generators.	X						
1.20	Review Department Operations Center (DOC) capabilities for use as a backup CEOC.		X					
1.21	Explore the use of a secure cloud-based document archiving system.		X					
1.22	Establish and maintain a feedback survey on the Coastside Fire District website.		X					
1.23	Develop a new Board member orientation guide.		X					
1.24	Complete a Facilities Inspection Report		X					
1.25	Review and renew AMR Lease Agreement for Fire Station 40			X			X	
1.26	Develop and implement an employee recognition program.			X				
1.27	Maintain "District of Distinction" certification			X			X	
1.28	Evaluate, update and adopt Board Policy Manual.			X			X	
1.29	Update Fire Prevention Fee Schedule				X			



## OPERATIONS

### Annual Deliverables

		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
2.1	Manage hydrant inspection process to assure that all hydrants are inspected.	X	X	X	X	X	X	X
2.2	Achieve average engine company Chute Time of one minute fifteen seconds (1:15)	X	X	X	X	X	X	X
2.3	Achieve code three response time of less than six minutes fifteen seconds for all priority 1 calls (6:59)	X	X	X	X	X	X	X
2.4	Ensure Personal Protective Equipment (PPE) is issued in compliance with countywide policy to reduce exposure to cancer causing particulates.	X	X	X	X	X	X	X
2.5	Purchase and replace mobile equipment based on MERP.	X	X	X	X	X	X	X
2.6	Purchase tools and equipment based on replacement schedule.	X	X	X	X	X	X	X
2.7	Purchase mobile radios based on replacement schedule.	X	X	X	X	X	X	X
2.8	Work collaboratively with San Mateo County Fire Chiefs Association on Standardize Wildfire Evacuation Zone Polygon project.	X	X	X	X	X	X	X



		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
2.9	Actively participate in San Mateo County FireSafe Council.	X	X	X	X	X	X	X
2.10	Facilitate a twice annual meeting between Deputy Fire Chief and Volunteer Fire Chief.	X	X	X	X	X	X	X
2.11	Administer Coastside Fire District Volunteer Firefighter program.	X	X	X	X	X	X	X
2.12	Annually recruit for new Volunteers	X	X	X	X	X	X	X
2.12	Host an open house annually at fire stations 40, 41 and 44.	X	X	X	X	X	X	X
<b>Additional Deliverables</b>								
		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
2.13	Implement a mobile equipment maintenance contract with a third-party vendor.	X						
2.14	Purchase additional backup set Advanced Life Support paramedic first aid equipment to outfit Rescue 40 and Truck 41 with ALS capabilities.			X				X
2.15	Select, purchase and implement a new volunteer firefighter uniform standard.	X						
2.16	Explore the implementation of an unmanned aerial vehicle program for use during emergency response.		X					



		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
2.17	Explore the use of a mobile-friendly Inventory Management System			X				
2.18	Explore the deployment of fire verification cameras in remote areas.			X				
2.19	Replace fire station alerting system at Fire Station 40		X					
2.20	Replace fire station alerting system at Fire Station 44			X				
2.23	Explore the implementation the installation of a landing zone web and weather camera at Fire Station 40			X				
<b>FIRE PREVENTION &amp; EDUCATION</b>								
<b>Annual Deliverables</b>								
		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
3.1	Engine companies shall complete five (5) pre-incident plans	X	X	X	X	X	X	X
3.2	Conduct inspections of approximately one hundred fifty five (155) occupancies of the following type: A1, A2, A3, E1, E2, H, I1.1, I2, I3, I4, R1, R2, R2.2, R2.2.1	X	X	X	X	X	X	X



		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
3.3	Assure completion within fifteen (15) working days, following the receipt of fees, of at least ninety percent (90%) of all Development Review, New Construction and Tenant Improvement Plans.	X	X	X	X	X	X	X
3.4	Conduct one hundred (100) defensible space inspections.	X	X	X	X	X	X	X
3.5	Participate in at least two (2) fire prevention, safety, preparedness, or other topical matter presentations to District community groups.	X	X	X	X	X	X	X
3.6	Lead and participate in at least two (2) Community Emergency Response Team (CERT) classes.	X	X	X	X	X	X	X
3.7	Develop and deliver at least one (1) Fire Prevention/Safety presentation at each school within the District.	X	X	X	X	X	X	X
3.8	Keep fire inspection database updated.	X	X	X	X	X	X	X
<b>TRAINING DIVISION</b>								
<b>Implementation Measures</b>								
		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
4.1	Continue to standardize training procedures with San Mateo County Fire Department,	X	X	X	X	X	X	X



	including specialized truck and rescue training.							
4.2	Support CERT with ongoing annual training	X	X	X	X	X	X	X
4.3	Coordinate and teach an annual Volunteer Firefighter Training Academy	X	X	X	X	X	X	X
4.4	Management, scheduling, and maintenance of training tower and training room.	X	X	X	X	X	X	X



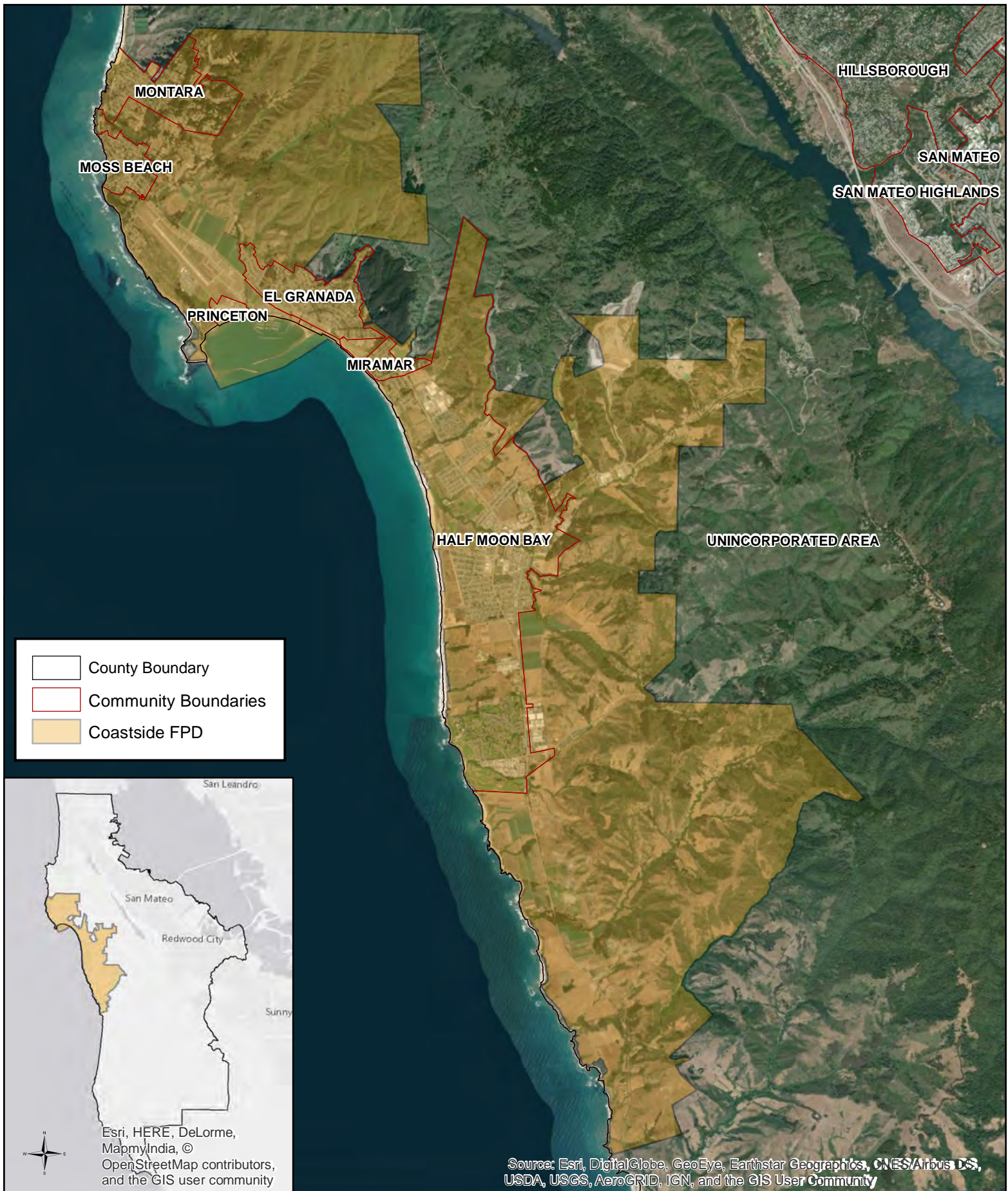
## APPENDIX





## Appendix A: Coastside Fire Protection District Boundary

See next page.



# Coastside Fire Protection District



## Appendix B: LRA Very High Fire Hazard Severity Zone Map

See next page.



## VERY HIGH FIRE HAZARD SEVERITY ZONES IN LRA As Recommended By CAL FIRE

PACIFIC OCEAN

SAN FRANCISCO BAY

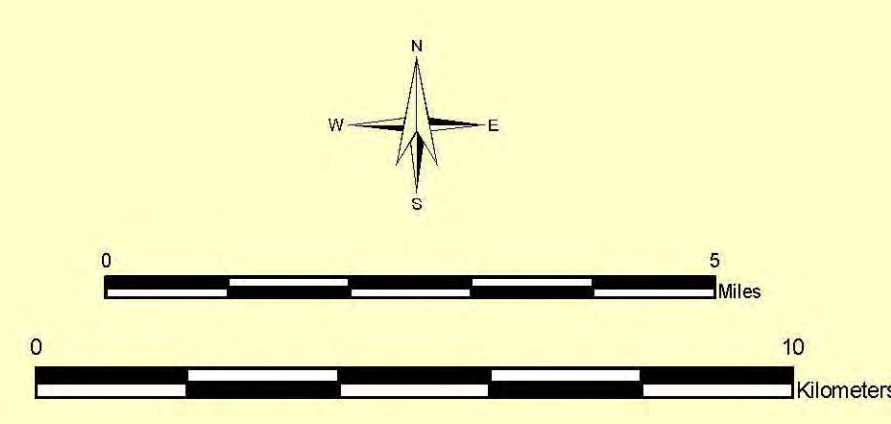
**FIRE HAZARD SEVERITY ZONES**

Local Responsibility Area		State or Federal Responsibility Area	
	VHFHSZ		VHFHSZ
	Non-VHFHSZ		Non-VHFHSZ
Incorporated Cities			

Government Code 51175-89 directs the California Department of Forestry and Fire Protection (CAL FIRE) to identify areas of very high fire hazard severity zones within Local Responsibility Areas (LRA). Mapping of the areas, referred to as Very High Fire Hazard Severity Zones (VHFHSZ), is based on data and models of potential fuels over a 30-50 year time horizon and their associated expected fire behavior, and expected burn probabilities to quantify the likelihood and nature of vegetation fire exposure (including firebrands) to buildings. Details on the project and specific modeling methodology can be found at <http://frap.fire.ca.gov/projects/hazardofhaz.html>. Local Responsibility Area VHFHSZ maps were initially developed in the mid-1990s and are now being updated based on improved science, mapping techniques, and data.

In late 2005 to be effective in 2008, the California Building Commission adopted California Building Code Chapter 7A requiring new buildings in VH FHSZs to use ignition resistant construction methods and materials. These new codes include provisions to improve the ignition resistance of buildings, especially from firebrands. The updated very high fire hazard severity zones will be used by building officials for new building permits in LRA. The updated zones will also be used to identify property whose owners must comply with natural hazards disclosure requirements at time of property sale and 100 foot defensible space clearance. It is likely that the fire hazard severity zones will be used for updates to the safety element of general plans.

This specific map is based on a geographic information system dataset that depicts final CAL FIRE recommendations for Very High FHSZs within the local jurisdiction. The process of finalizing these boundaries involved an extensive local review process, the details of which are available at <http://frap.fire.ca.gov/projects/hazardofhaz.html> (click on "Continue as guest without logging in"). Local government has 120 days to designate, by ordinance, very high fire hazard severity zones within its jurisdiction after receiving the recommendation. Local government can add additional VHFHSZs. There is no requirement for local government to report their final action to CAL FIRE when the recommended zones are adopted. Consequently, users are directed to the appropriate local entity (county, city, fire department, or Fire Protection District) to determine the status of the local fire hazard severity zone ordinance.



Projection Albers, NAD 1927  
Scale 1: 100,000  
at 29" x 34"  
November 24, 2008

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Obtain FRAP maps, data, metadata and publications on the Internet at <http://frap.cdf.ca.gov>  
For more information, contact CAL FIRE-FRAP, PO Box 944246, Sacramento, CA 94244-2460, (916) 327-3939.

Arnold Schwarzenegger, Governor,  
State of California  
Mike Chrisman, Secretary for Resources,  
The Resources Agency  
Ruben Grijalva, Director,  
Department of Forestry and Fire Protection

MAP ID: FHSZL\_MAP  
DATA SOURCES  
CAL FIRE Fire Hazard Severity Zones (FHSZL06\_3)  
CAL FIRE State Responsibility Areas (SRA05\_5)  
CAL FIRE Incorporated Cities (Incorp07\_3)  
PLSS (1:100,000 USGS, Land Grants with CAL FIRE grid)





## Appendix C: SRA Very High Fire Hazard Severity Zone Map

See next page.



## FIRE HAZARD SEVERITY ZONES IN SRA

Adopted by CAL FIRE on November 7, 2007

PACIFIC OCEAN

SAN FRANCISCO COUNTY

SAN FRANCISCO BAY

ALAMEDA COUNTY

SANTA CLARA COUNTY  
SANTA CRUZ COUNTY

### FIRE HAZARD SEVERITY ZONES in State Responsibility Area (SRA)

- Moderate
- High
- Very High

### FIRE PROTECTION RESPONSIBILITY

- Federal Responsibility Area (FRA)
- Local Responsibility Area (LRA) - Unincorporated
- Local Responsibility Area (LRA) - Incorporated

Public Resources Code 4201-4204 direct the California Department of Forestry and Fire Protection (CAL FIRE) to map fire hazard within State Responsibility Areas (SRA), based on relevant factors such as fuels, terrain, and weather. These statutes were passed after significant wildland-urban interface fires; consequently these hazards are described according to their potential for causing ignitions to buildings. These zones referred to as Fire Hazard Severity Zones (FHSZ), provide the basis for application of various mitigation strategies to reduce risks to buildings associated with wildland fires. The zones also relate to the requirements for building codes designed to reduce the ignition potential to buildings in the wildland-urban interface zones.

These maps have been created by CAL FIRE's Fire and Resource Assessment Program (FRAP) using data and models describing development patterns, estimated fire behavior characteristics based on potential fuels over a 30-50 year time horizon, and expected burn probabilities to quantify the likelihood and nature of vegetation fire exposure to new construction. Details on the project and specific modeling methodology can be found at <http://frap.cdf.ca.gov/projects/hazard/methods.htm>.

The version of the map shown here represents the official "Maps of Fire Hazard Severity Zones in the State Responsibility Area of California" as required by Public Resources Code 4201-4204 and entitled in the California Code of Regulation, Title 14, Section 1280 Fire Hazard Severity Zones, and as adopted by CAL FIRE on November 7, 2007.

An interactive system for viewing map data is hosted by the UC Center for Fire at <http://firecenter.berkeley.edu/fhsz/>.

Questions can be directed to David Sapsis, at 916.445.5369, [dave.sapsis@fire.ca.gov](mailto:dave.sapsis@fire.ca.gov).

Projection Albers, NAD 1927  
Scale 1: 100,000  
at 29" x 34"  
November 06, 2007

MAP ID: FHSZS\_MAP

DATA SOURCES

CAL FIRE Fire Hazard Severity Zones (FHSZS06\_3)

CAL FIRE State Responsibility Areas (SRA05\_5)

CAL FIRE Incorporated Cities (Incorp07\_3)

PLSS (1:100,000 USGS, Land Grants with CAL FIRE grid)

Arnold Schwarzenegger, Governor,  
State of California  
Mike Chrisman, Secretary for Resources,  
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Department of Forestry and Fire Protection

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Obtain FRAP maps, data, metadata and publications on the Internet at <http://frap.cdf.ca.gov>  
For more information, contact CAL FIRE-FRAP, PO Box 944246, Sacramento, CA 94244-2460, (916) 327-3939.





## Appendix D: 10 Year Mobile Equipment Replacement Plan (MERP)

See next page.

Mobile Equipment Apparatus Replacement Plan - Coastside Fire Protection District														
Vehicle ID	CO#	Year	Vehicle Type	Assignment	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Fy 27/28	Fy 28/29
7 Year Cycle Replacement Cycle														
Chief 10A	CFR 12-01	2012	Command Staff 4X4	Admin.	\$69,530	\$0	\$0	\$0	\$0	\$0	\$0	\$79,461	\$0	\$0
Battalion 10A	CFR 12-02	2012	Command Staff 4X4	Operations	\$0	\$73,620	\$0	\$0	\$0	\$0	\$0	\$0	\$86,028	\$0
Battalion 10B	CFR 16-01	2016	Command Staff 4X4	Operations	\$0	\$0	\$0	\$76,970	\$0	\$0	\$0	\$0	\$0	\$0
Battalion 10C	TBD	TBD	Command Staff 4X4	Operations	\$73,620	\$0	\$0	\$0	\$0	\$0	\$0	\$84,135	\$0	\$0
Prevention 10A	CFR 12	2008	Command Staff 4X4	Fire Prevention	\$68,000	\$0	\$0	\$0	\$0	\$0	\$0	\$79,461	\$0	\$0
Training 10A	CFR 14-01	2013	Command Staff 4X4	Training	\$68,000	\$0	\$0	\$0	\$0	\$0	\$0	\$79,461	\$0	\$0
6 Year Replamcenet Subtotals					\$279,150	\$73,620	\$0	\$76,970	\$0	\$0	\$0	\$322,517	\$86,028	\$0
15 Year Cycle Replacement Cycle														
Engine 40	CFR 11-03	2011	Type 1 Fire Engine	Station 40	\$0	\$0	\$0	\$0	\$0	\$0	\$885,690	\$0	\$0	\$0
Engine 41	CFR 11-02	2011	Type 1 Fire Engine	Station 41	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engine 44	CFR 11-01	2011	Type 1 Fire Engine	Station 44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engine 140	CFR 02	2002	Type 1 Fire Engine	Station 40	\$0	\$792,438	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engine 144	CFR 09	2002	Type 1 Fire Engine	Station 44	\$0	\$0	\$0	\$0	\$847,140	\$0	\$0	\$0	\$0	\$0
Utility 40	CFR 16	2008	Utility Vehicle	Station 40	\$48,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility 44	CFR 20	2011	Type 1 Fire Engine	Station 44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engine 640	CFR 21	2009	Type 6 Fire Engine	Station 40	\$0	\$0	\$230,011	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engine 644	CFR 04	2007	Type 6 Fire Engine	Station 44	\$0	\$0	\$0	\$0	\$0	\$0	\$251,422	\$0	\$0	\$0
15 Year Replamcenet Subtotals					\$48,000	\$792,438	\$230,011	\$0	\$847,140	\$0	\$1,137,111	\$0	\$0	\$0
20 Year Cycle Replacement Cycle														
Quint 41	CFR 18-01	2018	Quint Ladder Truck	Station 40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rescue 40	CFR 16-02	2016	Heavy Rescue	Station 44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ERV Tow 40	CFR 15	1997	ERV Transport	Station 40	\$0	\$0	\$96,187	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ERV 40	-	-	ERV	Station 40	\$0	\$0	\$51,230	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Year Replamcenet Subtotals					\$0	\$0	\$147,416	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Estimated Expenditure					\$327,150	\$866,058	\$377,428	\$76,970	\$847,140	\$0	\$1,137,111	\$322,517	\$86,028	\$0
Estimated Beginning Reserve Balance					\$1,000,000	\$1,017,727	\$513,790	\$516,589	\$838,858	\$410,918	\$851,078	\$176,135	\$338,895	\$762,407
Annual Contribution					\$344,877	\$362,121	\$380,227	\$399,238	\$419,200	\$440,160	\$462,168	\$485,277	\$509,540	\$535,017
Estimated Ending Reserve Balance					\$1,017,727	\$513,790	\$516,589	\$838,858	\$410,918	\$851,078	\$176,135	\$338,895	\$762,407	\$1,297,425

Utility Vehicle					\$ 48,000	\$ 49,080	\$ 50,184	\$ 51,313	\$ 52,468	\$ 53,649	\$ 54,856	\$ 56,090	\$ 57,352	\$ 58,642
Staff Vehicle					\$ 68,000	\$ 69,530	\$ 71,094	\$ 72,694	\$ 74,330	\$ 76,002	\$ 77,712	\$ 79,461	\$ 81,249	\$ 83,077
Command Vehicle 4X4					\$ 72,000	\$ 73,620	\$ 75,276	\$ 76,970	\$ 78,702	\$ 80,473	\$ 82,283	\$ 84,135	\$ 86,028	\$ 87,963
Fire Engine - Type 1					\$ 775,000	\$ 792,438	\$ 810,267	\$ 828,498	\$ 847,140	\$ 866,200	\$ 885,690	\$ 905,618	\$ 925,994	\$ 946,829
Fire Engine - Type 6					\$ 220,000	\$ 224,950	\$ 230,011	\$ 235,187	\$ 240,478	\$ 245,889	\$ 251,422	\$ 257,079	\$ 262,863	\$ 268,777
ERV Tow					\$ 92,000	\$ 94,070	\$ 96,187	\$ 98,351	\$ 100,564	\$ 102,826	\$ 105,140	\$ 107,506	\$ 109,924	\$ 112,398
ERV					\$ 49,000	\$ 50,103	\$ 51,230	\$ 52,382	\$ 53,561	\$ 54,766	\$ 55,998	\$ 57,258	\$ 58,547	\$ 59,864

Updated: 4/15/2020














## Appendix E: Current Inventory of District Fire Apparatus

See next page.





Current Inventory of District Fire Apparatus (as of 4/11/2020)	
Apparatus Photo	Apparatus Information
<b>Engine 40</b> 	District Vehicle ID: CFR11-03 Fire Apparatus Callsign: Engine 40 Current Use: Front-line fire engine Station Assignment: Fire Station 40 Vehicle Year: 2011 Vehicle Type: Type-1 structural fire engine Staffing: Paid 3-person company
<b>Engine 41</b> 	District Vehicle ID: CFR11-02 Fire Apparatus Callsign: Engine 41 Current Use: Front-line fire engine Station Assignment: Fire Station 41 Vehicle Year: 2011 Vehicle Type: Type-1 structural fire engine Staffing: Paid 3-person company
<b>Engine 44</b> 	District Vehicle ID: CFR11-03 Fire Apparatus Callsign: Engine 44 Current Use: Front-line fire engine Station Assignment: Fire Station 44 Vehicle Year: 2011 Vehicle Type: Type-1 structural fire engine Staffing: Paid 3-person company
<b>Engine 140</b> 	District Vehicle ID: CFR012 Fire Apparatus Callsign: Engine 140 Current Use: Reserve/Volunteer fire engine Station Assignment: Fire Station 40 Vehicle Year: 2002 Vehicle Type: Type-1 structural fire engine Staffing: As needed
<b>Engine 144</b> 	District Vehicle ID: CFR09 Fire Apparatus Callsign: Engine 144 Current Use: Reserve/Volunteer fire engine Station Assignment: Fire Station 44 Vehicle Year: 2002 Vehicle Type: Type-1 structural engine Staffing: As needed



Current Inventory of District-owned Fire Apparatus (as of 4/11/20)	
Apparatus Photo	Apparatus Information
<b>Engine 640</b> 	<b>District Vehicle ID:</b> CFR21 <b>Fire Apparatus Callsign:</b> Engine 640 <b>Current Use:</b> Front-line wildland fire engine <b>Station Assignment:</b> Fire Station 40 <b>Vehicle Year:</b> 2009 <b>Vehicle Type:</b> Type-6 wildland fire engine <b>Staffing:</b> Cross staffed with a paid 3-person company
<b>Engine 644</b> 	<b>District Vehicle ID:</b> CFR04 <b>Fire Apparatus Callsign:</b> Engine 644 <b>Current Use:</b> Front-line wildland engine <b>Station Assignment:</b> Fire Station 44 <b>Vehicle Year:</b> 2007 <b>Vehicle Type:</b> Type-6 wildland fire apparatus <b>Staffing:</b> Cross staffed with paid 3-person company
<b>Quint 41</b> 	<b>District Vehicle ID:</b> CFR18-01 <b>Fire Apparatus Callsign:</b> Quint 41 <b>Current Use:</b> Front-line ladder truck <b>Station Assignment:</b> Fire Station 41 <b>Vehicle Year:</b> 2018 <b>Vehicle Type:</b> Type-1 Quint Truck <b>Staffing:</b> Cross staffed paid 3-person company
<b>Rescue 40</b> 	<b>District Vehicle ID:</b> CFR16-02 <b>Fire Apparatus Callsign:</b> Rescue 40 <b>Current Use:</b> Heavy Rescue <b>Station Assignment:</b> Fire Station 40 <b>Vehicle Year:</b> 2016 <b>Vehicle Type:</b> Type-1 Heavy Rescue <b>Staffing:</b> Reserve
<b>Chief 10A</b> 	<b>District Vehicle ID:</b> CFR 12-01 <b>Fire Apparatus Callsign:</b> Chief 10A <b>Current Use:</b> Front-line Chief Officer vehicle <b>Station Assignment:</b> District Administrative HQ <b>Vehicle Year:</b> 2012 <b>Vehicle Type:</b> Command Staff 4X4 <b>Staffing:</b> Front line Chief Officer






## Current Inventory of District-owned Fire Apparatus (as of 4/11/20)

Apparatus Photo	Apparatus Information
<b>Battalion 10A</b> 	District Vehicle ID: CFR12-02 Fire Apparatus Callsign: Battalion 10A Current Use: Front-line Chief Officer vehicle Station Assignment: Fire Station 40 Vehicle Year: 2012 Vehicle Type: Command Staff 4X4 Staffing: Front-line Chief Officer
<b>Battalion 10B</b> 	District Vehicle ID: CFR16-01 Fire Apparatus Callsign: Battalion 10B Current Use: Front-line Chief Officer vehicle Station Assignment: Fire Station 40 Vehicle Year: 2016 Vehicle Type: Command Staff 4X4 Staffing: Front-line Chief Officer
<b>Prevention 10A</b> 	District Vehicle ID: CFR12 Fire Apparatus Callsign: Prevention 10A Current Use: Front-line Prevention Officer Station Assignment: Fire Marshal's Office Vehicle Year: 2008 Vehicle Type: Staff Vehicle 4X4 Staffing: Front-line Prevention Officer
<b>Training 10A</b> 	District Vehicle ID: CFR14-01 Fire Apparatus Callsign: Training 10A Current Use: Front-line Training Officer Station Assignment: Training Division Vehicle Year: 2013 Vehicle Type: Staff Vehicle 4X4 Staffing: Front-line Training Officer
<b>Utility 40</b> 	District Vehicle ID: CFR16 Fire Apparatus Callsign: Utility 40 Current Use: Utility Support Vehicle Station Assignment: Fire Station 40 Vehicle Year: 2008 Vehicle Type: Utility Vehicle Staffing: Cross staffed 3-person company



## Current Inventory of District-owned Fire Apparatus (as of 4/11/20)

Apparatus Photo	Apparatus Information
<p style="text-align: center;"><b>Utility 44</b></p> 	<p>District Vehicle ID: CFR20  Fire Apparatus Callsign: Utility 44  Current Use: Utility Support Vehicle  Station Assignment: Fire Station 44  Vehicle Year: 2011  Vehicle Type: Utility Vehicle  Staffing: Cross staffed 3-person company</p>
<p style="text-align: center;"><b>Tow 40</b></p> 	<p>District Vehicle ID: CFR15  Fire Apparatus Callsign: Tow 40  Current Use: Utility Tow Vehicle  Station Assignment: Fire Station 40  Vehicle Year: 1997  Vehicle Type: Utility Vehicle  Staffing: Cross staffed 3-person company</p>
<p style="text-align: center;"><b>ERV 40</b></p> 	<p>District Vehicle ID: N/A  Fire Apparatus Callsign: ERV 40  Current Use: Front-line Emergency Response Vehicle  Station Assignment: Fire Station 40  Vehicle Year: N/A  Vehicle Type: 4X4 Off Road Vehicle  Staffing: Cross staffed 3-person company</p>





## Appendix F: NFPA 1911

1911-96 INSPECTION, MAINTENANCE, TESTING, AND RETIREMENT OF IN-SERVICE AUTOMOTIVE FIRE APPARATUS

There are many different types of forms for reporting inspections, maintenance, and tests that could be used in connection with a fire apparatus preventive maintenance program. Resources for forms other than those shown in this annex are the local or state fire apparatus mechanics association, apparatus manufacturers, or the Apparatus Maintenance Section of the International Association of Fire Chiefs.

### Annex D Guidelines for First-Line and Reserve Fire Apparatus

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only.*

**D.1 General.** To maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus manufactured prior to 1991 usually included only a few of the safety upgrades required by the 1991 and subsequent editions of the NFPA fire department apparatus standards or the equivalent Underwriters' Laboratories of Canada (ULC) standards. Because the changes, upgrades, and fine tuning to NFPA 1901, *Standard for Automotive Fire Apparatus*, since 1991 have been truly significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to fire fighters of keeping pre-1991 fire apparatus in first-line service.

The 1991 edition of the NFPA fire department apparatus standards included, among other provisions, requirements for fully enclosed driving and riding areas, auxiliary braking systems, reflective striping, improved warning lights, and prohibition of roof-mounted audible warning devices. The minimum tip load for an aerial ladder was set at 250 lb (114 kg), and other requirements, such as a minimum rail height, were added to make the aerial ladder safer for fire fighters to use. The 1991 editions have been recognized as the benchmark from which improved and safer fire apparatus have evolved. It is recommended that only apparatus that were designed and manufactured to meet the 1991 or later editions of the NFPA fire apparatus standards, or apparatus that have been refurbished in accordance with NFPA 1912, *Standard for Fire Apparatus Refurbishing*, to meet the 1991 or later editions of the NFPA fire apparatus standards, be permitted to operate in first-line service. This will ensure that, while the apparatus might not totally comply with the current edition of the automotive fire apparatus standards, many of the improvements and upgrades required by the standards since 1991 are available to the fire fighters who use the apparatus.

It is recommended that apparatus manufactured prior to 1991 that is less than 25 years old, that has been properly maintained, and that is still in serviceable condition should be placed in reserve status and upgraded to incorporate as many features as possible of the post-1991 fire apparatus (see Section D.3). Apparatus that was not manufactured to the applicable NFPA fire apparatus standards or that is over 25 years old should be replaced.

**D.2 How the Standards Have Changed.** It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of the preventative maintenance program, quality of the driver training program, whether the fire apparatus was

used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few. In the fire service, there are fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years. Most would agree that the care of fire apparatus while being used and the quality and timeliness of maintenance are perhaps the most significant factors in determining how well a fire apparatus ages.

Prior to 1991, the single fire department apparatus standard was NFPA 1901. It was basically a "reactive standard." If something worked well in field use for a few years, it might have been suggested for inclusion in NFPA 1901. It was a very basic standard. In the late 1980s, the Technical Committee on Fire Department Apparatus decided to become proactive and to greatly enhance the value of the standard for the fire service. Task groups were appointed to develop reasonable requirements for the various components that made up a fire apparatus, and a safety task group was charged with looking at issues across the board that would improve the safety of fire fighters who use the apparatus.

The completely revised 1991 edition of NFPA fire department apparatus standards was the result of these efforts and the full committee's strong desire to make the automotive fire apparatus standards not only more safety oriented but also more user friendly. In 1991, four standards were issued: NFPA 1901, *Standard for Pumper Fire Apparatus*; NFPA 1902, *Standard for Initial Attack Fire Apparatus*; NFPA 1903, *Standard for Mobile Water Supply Fire Apparatus*; and NFPA 1904, *Standard for Aerial Ladder and Elevating Platform Fire Apparatus*.

Contained within the 1991 editions of the fire department apparatus standards were requirements for such items as increased battery capacity to ensure starting under most conditions, intersection lights for increased visibility, removal of all roof-mounted audible warning devices to reduce hearing problems, a flashing light in the cab to warn if a cab or body door is open, a backup alarm, an automatic transmission to make it easier to drive (unless the purchaser has a specific reason for a manual transmission), fully enclosed riding areas with reduced noise (dBA) levels to keep crew members safe and informed, seats and seat belts for all crew members riding on the apparatus, fail-safe door handles so the sleeve of a coat does not inadvertently catch a handle and open a door, and signs requiring everyone to be seated and belted.

In the pump area, the standard specified that 3 in. (75 mm) or larger valves be "slow close," that caps on intakes and discharge outlets be tested to 500 psi (3400 kPa), that an intake relief valve be provided to help manage incoming pressure, that 30-degree sweep elbows be provided on the discharges to eliminate hose kinking, and that all 3 in. (75 mm) and larger discharges be eliminated from the pump panel to reduce the possibility of injuries to the pump operator.

Fire apparatus equipped with electronic or electric engine throttle controls were required to include an interlock system to prevent engine speed advancement, unless the chassis transmission is in neutral with the parking brake engaged or unless the parking brake is engaged, the fire pump is engaged, and the chassis transmission is in the correct pumping gear.

In the body area, the minimum step surface size and load-carrying capabilities were increased, handrails were required





to be slip resistant, and reflective striping was required on all four sides of the apparatus. Electrical system requirements for line voltage systems were added to include the use of listed components that were grounded.

Many requirements were added to increase the operating capabilities of all aerial devices. For aerial ladders, the minimum design strength of the rungs was increased, a height requirement for the handrails was specified, a minimum load-carrying requirement for folding steps was specified, and the aerial ladder had to have a minimum carrying capacity of 250 lb (114 kg) at the tip when the aerial ladder is at zero degrees elevation and maximum extension. Where a water tower is equipped with a ladder, the same requirements that applied to an aerial ladder were required of the ladder on the water tower.

The carrying capacity of elevating platforms at zero degrees elevation and maximum extension was raised to 750 lb (340 kg). Elevating platforms were also required to have handrails, breathing air available in the platform (with low-air warning capability) for at least two fire fighters, and a water curtain cooling system under the platform.

All aerial devices had to be capable of supporting a static load of one and one-half times their rated capacity in any position. A requirement for a stabilizer movement alarm and reflective striping with warning lights was added. Interlocks to prevent inadvertent movement to an unsupported side and to prevent raising the aerial device prior to the stabilizers being deployed were specified. One hundred percent nondestructive tests (NDT) became a requirement. All these requirements were included in the 1991 editions of the NFPA fire department apparatus standards.

In 1996, the four fire department apparatus standards (NFPA 1901, NFPA 1902, NFPA 1903, and NFPA 1904) were recombined into a single standard that was designated as NFPA 1901, *Standard for Automotive Fire Apparatus*. This edition further enhanced the safety and operating characteristics of all the apparatus.

The 1999 edition included chapters on quints and mobile foam apparatus, further defined slip resistance of stepping and walking surfaces, required better mounting of equipment in the driving and crew compartments, required predelivery testing of foam systems, and specified that fill stations for breathing air cylinders be designed to totally contain a rupturing cylinder.

The 2003 edition continued to refine the requirements in the driving and crew riding areas with increased head height requirements at seating positions and additional requirements for storage of SCBAs in seat backs, both aimed at reducing fire fighter injuries. The test protocol for slip resistance of standing and walking surfaces was better defined. There was a general cleanup of the requirements throughout the document to enhance the operational usefulness of the apparatus.

**D.3 Upgrading Fire Apparatus.** Any apparatus, whether in first-line or reserve service, should be upgraded in accordance with NFPA 1912 as necessary to ensure that the following features are included as a minimum:

- (1) Fully enclosed seating is provided for all members riding on the fire apparatus.
- (2) Warning lights meet or exceed the current standard.
- (3) Reflective striping meets or exceeds the current standard.
- (4) Slip resistance of walking surfaces and handrails meets the current standard.

- (5) A low voltage electrical system load manager is installed if the total connected load exceeds the alternator output.
- (6) The alternator output is capable of meeting the total continuous load on the low voltage electrical system.
- (7) Where the gross vehicle weight rating (GVWR) is 36,000 lb (16,000 kg) or more, an auxiliary braking system is installed and operating correctly.
- (8) Ground and step lighting meets or exceeds the current standard.
- (9) Noise levels in the driving and crew compartment(s) meet the current standard, or appropriate hearing protection is provided.
- (10) All horns and sirens are relocated to a position as low and as far forward as possible.
- (11) Seat belts are available for every seat and are new or in serviceable condition.
- (12) Signs are present stating no riding on open areas.
- (13) A pump shift indicator system is present and working properly for vehicles equipped with an automatic chassis transmission.
- (14) For vehicles equipped with electronic or electric engine throttle controls, an interlock system is present and working properly to prevent engine speed advancement at the operator's panel, unless the chassis transmission is in neutral with the parking brake engaged; or unless the parking brake is engaged, the fire pump is engaged, and the chassis transmission is in pumping gear.
- (15) All loose equipment in the driving and crew areas is securely mounted to prevent its movement in case of an accident.

**D.4 Proper Maintenance of Fire Apparatus.** In addition to needed upgrades to older fire apparatus, it is imperative that all fire apparatus be checked and maintained regularly to ensure that they will be reliable and safe to use. The manufacturer's instructions should always be followed when maintaining the fire apparatus. Special attention should be paid to ensure that the following conditions exist, as they are particularly critical to maintaining a reliable unit:

- (1) Engine belts, fuel lines, and filters have been replaced in accordance with the manufacturers' maintenance schedule(s).
- (2) Brakes, brake lines, and wheel seals have been replaced or serviced in accordance with the manufacturers' maintenance schedule.
- (3) Tires and suspension are in serviceable condition, and tires are not more than 7 years old.
- (4) The radiator has been serviced in accordance with the manufacturer's maintenance schedule and all cooling system hose are new or in serviceable condition.
- (5) The alternator output meets its rating.
- (6) A complete weight analysis shows the fire apparatus is not over individual axle or total gross vehicle weight ratings.
- (7) The fire pump meets or exceeds its original pump rating.
- (8) The water tank and baffles are not corroded or distorted.
- (9) If equipped with an aerial device, a complete test to original specifications has been conducted and certified by a certified testing laboratory.
- (10) If so equipped, the generator and line voltage accessories have been tested and meet the current standard.

**D.5 Refurbishing or Replacing Fire Apparatus.** Fire department administrators and fire chiefs should exercise special care when evaluating the cost of refurbishing or updating an apparatus versus the cost of a new fire apparatus. Apparatus





that are refurbished should comply with the requirements of NFPA 1912. A thorough cost-benefit analysis of the value of upgrading or refurbishing a fire apparatus should be conducted. In many instances, it will be found that refurbishing costs will greatly exceed the current value of similar apparatus. Experience has also shown that refurbishing a fire apparatus that is over 20 years old, other than to paint or repair the apparatus, is a very poor investment.

Some factors to consider and evaluate when considering whether to refurbish or replace a fire apparatus include the following:

- (1) What is the true condition of the existing apparatus? Has it been in a major accident, or has something else happened to it that would make spending significant money on it ill advised?
- (2) Does the current apparatus meet the program needs of the area it is serving? Is it designed for the way the fire department operates today and is expected to operate into the foreseeable future, or is the apparatus functionally obsolete? Can it carry everything that is needed to do the job without being overloaded?
- (3) If the apparatus is refurbished, will it provide the level of safety and operational capability of a new fire apparatus? Remember, in many cases, refurbishing does not mean increasing the GVWR, so it is not possible to add a larger water tank or additional foam agent tanks or to carry massive amounts of additional equipment. Enclosing personnel riding areas might add enough weight to the chassis that existing equipment loads need to be reduced to avoid overloading the chassis. An aerial ladder that does not have a 250 lb (114 kg) tip load rating at zero degrees elevation and maximum extension cannot be made stronger.
- (4) What is the anticipated cost per year to operate the apparatus if it were refurbished, and what would the cost per year be for a new apparatus? Do not forget insurance costs, downtime costs, maintenance costs, depreciation, reliability, and the safety of the users and the public. At what rate are those costs rising each year? Are parts still readily available for all the components on the apparatus? A refurbished 15-year-old apparatus still has 15-year-old parts in it. How long could the fire department operate without the apparatus if it suddenly needed major repairs?
- (5) Is there a current trade-in value that will be gone tomorrow? Most apparatus over 12 years old have little trade-in value. Are there creative financing plans or leasing options that can provide a new fire apparatus for little more than the cost of refurbishing or maintaining an older apparatus?

**D.6 Conclusion.** A fire apparatus is an emergency vehicle that must be relied on to transport fire fighters safely to and from an incident and to operate reliably and properly to support the mission of the fire department. A piece of fire apparatus

that breaks down at any time during an emergency operation not only compromises the success of the operation but might jeopardize the safety of the fire fighters relying on that apparatus to support their role in the operation. An old, worn out, or poorly maintained fire apparatus has no role in providing emergency services to a community.

## Annex E Informational References

**E.1 Referenced Publications.** The documents or portions thereof listed in this annex are referenced within the informational sections of this standard and are not part of the requirements of this document unless also listed in Chapter 2 for other reasons.

**E.1.1 NFPA Publications.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 11, *Standard for Low, Medium, and High-Expansion Foam*, 2005 edition.

NFPA 1002, *Standard for Fire Apparatus Driver/Operator Professional Qualifications*, 2003 edition.

NFPA 1150, *Standard on Foam Chemicals for Fires in Class A Fuels*, 2004 edition.

NFPA 1901, *Standard for Automotive Fire Apparatus*, 2003 edition.

NFPA 1912, *Standard for Fire Apparatus Refurbishing*, 2006 edition.

NFPA 1961, *Standard on Fire Hose*, 2007 edition.

NFPA 1962, *Standard for the Inspection, Care, and Use of Fire Hose, Couplings, and Nozzles and the Service Testing of Fire Hose*, 2003 edition.

**E.1.2 Other Publications.**

**E.1.2.1 American Association of Motor Vehicle Administrators Publications.** American Association of Motor Vehicle Administrators, P.O. Box 79702, Baltimore, MD 21279-0702.

*Vehicle Inspection Handbook, Passenger Vehicles & Light Trucks*, 1999.

*Vehicle Inspection Handbook, Trucks, Buses, & Trailers*, 1999.

**E.1.2.2 ASME Publications.** American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990.

ASME B40.100, *Pressure Gauges and Gauge Attachments*, 2005.

**E.1.2.3 U.S. Government Publications.** U.S. Government Printing Office, Washington, DC 20402.

Title 29, Code of Federal Regulations, Section 1910.177, "Servicing multi-piece and single piece rim wheels" Mar. 7, 1996.

**E.2 Informational References. (Reserved)**

**E.3 References for Extracts in Informational Sections.**

NFPA 1901, *Standard for Automotive Fire Apparatus*, 2003 edition.

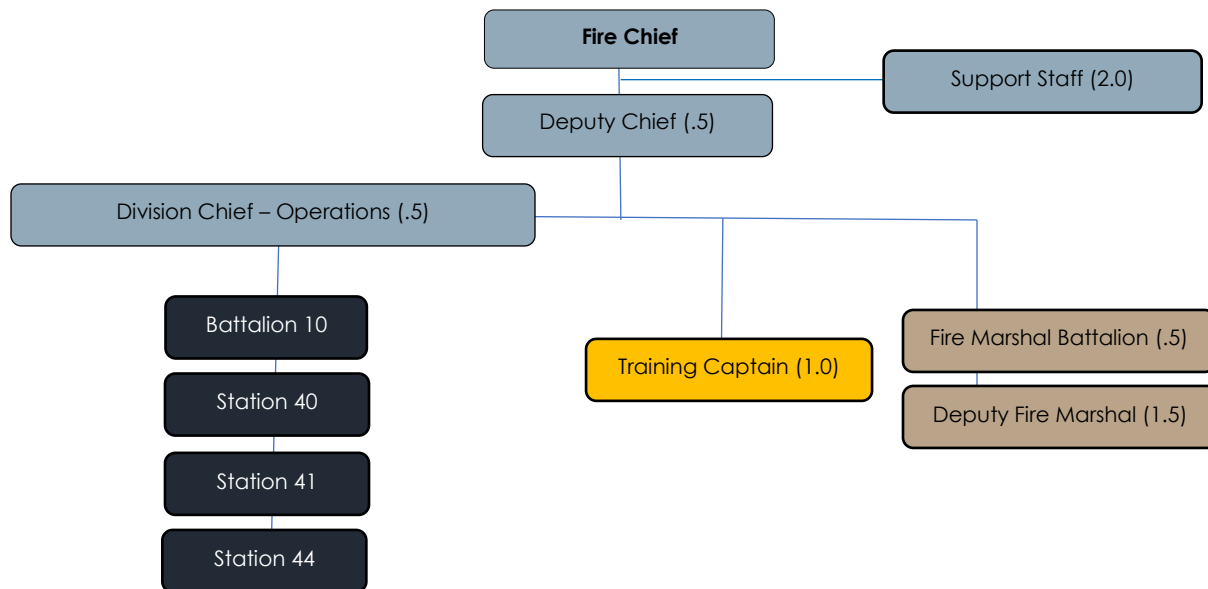


2007 Edition





## Appendix G: District Organizational Chart



Coastside Fire Protection District  
Fiscal Year 2021-22

Schedule "A" PRC 4142

PCA 17750

THIS IS SCHEDULE A - 4142 OF THE COOPERATIVE AGREEMENT, DATED JULY 1, 2021  
BETWEEN STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND  
COASTSIDE FIRE PROTECTION DISTRICT, A LOCAL AGENCY

INDEX 1700

PERSONNEL SERVICES

PERSONNEL SERVICES			a	b	c	d	e	f	g	h	i	j	k	l	m	n		
			MONTHLY SALARY RATES							ANNUAL SALARY & BENEFITS		STAFF BENEFIT & RATES				TOTALS		
			No.	Classification	Mos.	Salary	Educational Incentive	Longevity	Medic Retention	Monthly *EDWC	Annual Salary	Salary Benefit Rate (POF) 74.18%	Annual Medic Retention	Medic Benefit Rate (POF) 34.29%	Annual *EDWC	EDWC Benefit Rate (POF) 40.90%	Annual Total TOTALS	
Line Personnel											a x b x (c+d+e)	h x .9330	a ( b x f)	(j x .5010)	a x g x 12	(k x .5631)	h+i+j+k+l+m	
CalFIRE "Top Step"			4	FC Pmedic	12	\$6,357	\$75	\$445	\$500	\$3,982	\$330,096	\$244,865	\$24,000	\$8,230	\$191,136	\$78,175	\$876,501	
			12	FAE Pmedic	12	\$5,668	\$75	\$397	\$500	\$3,585	\$884,125	\$655,844	\$72,000	\$24,689	\$516,240	\$211,142	\$2,364,041	
			3	Captain	12	\$5,940	\$75	\$416	\$0	\$3,462	\$231,509	\$171,733	\$0	\$0	\$124,632	\$50,974	\$578,849	
			9	Engineer	12	\$5,294	\$75	\$371	\$0	\$3,090	\$619,875	\$459,823	\$0	\$0	\$333,720	\$136,491	\$1,549,909	
Number of line employees			28														Subtotal	\$5,369,299