



Todd Harms
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING Thursday, February 28, 2019 – 6:00 PM

Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California

Gay Jones
Board President
Division 8

Jennifer Sheetz
Board Vice President
Division 5

Matt Kelly
Board Secretary
Division 7

Cynthia Saylor
Board Member
Division 1

Grant Goad
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

D'Elman Clark
Board Member
Division 6

Jim Barnes
Board Member
Division 9

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

CALL TO ORDER

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, March 3rd at 1:00pm and Tuesday, March 5th at 9:00am on Channel 14; Webcast at www.sacmetroable.tv.

The open session Meetings are also available for viewing on the District website at www.metrofire.ca.gov.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

Serving Sacramento and Placer Counties



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING AGENDA

THURSDAY, FEBRUARY 28, 2019

CONSENT ITEMS

- | | <u>Page No.</u> |
|---|-----------------|
| 1. Action Summary Minutes Recommendation: Approve the Action Summary Minutes for the Board meeting of February 14, 2019. | 4 |
| 2. Approval of Contract Extension – EVALS Recommendation: Approve the completion of the contract with EVALS through 12/31/21 in the amount of \$46,750 a year. | 9 |

ACTION ITEMS

- | | |
|--|----|
| 1. Adopt a Resolution to Retire Surplus Equipment (<i>Controller Ron Empedrad</i>) Recommendation: Adopt a Resolution authorizing the retirement of twenty-two (22) Capital Assets as recommended by staff. | 11 |
| 2. Adopt a Resolution to Award Architecture and Engineering Services (<i>Economic Development Manager Jeff Frye</i>) Recommendation: Adopt a Resolution authorizing the establishment of a multiple award schedule for architecture and engineering services to HMC Architects, RRM Design Group, LCA Architects, MFDB Architects and Jeff Katz Architecture for a term of 5 years. | 15 |

REPORTS

1. **PRESIDENT'S REPORT**—(*Vice President Sheetz*)
2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)
OPERATIONS' REPORT – (*Chief Bridge*)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT**
4. **COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. **Executive Committee** – (*Sheetz*)
Next Meeting: TBD
 - B. **Communications Center JPA** – (*AC Wagaman*)
Report Out: February 26, 2019 at 8:00 AM
Next Meeting: March 26, 2019 at 8:00 AM
 - C. **California Fire & Rescue Training JPA** – (*DC Shannon*)
Next Meeting: April 18, 2019 at 4:00 PM
Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 95655



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REGULAR BOARD MEETING AGENDA

THURSDAY, FEBRUARY 28, 2019

- D. **Finance and Audit Committee – (Orzalli)**
Report Out: February 28, 2019 at 5:30 PM
Next Meeting: March 28, 2019 at 5:30 PM
- E. **Policy Committee – (Goold)**
Next Meeting: March 14, 2019 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA

- Next Board Meeting – March 14, 2019 at 6:00 PM

The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.


ANTICIPATED AGENDA ITEMS: TBD

Posted on February 25, 2019

Michelle Dehoney

Michelle Dehoney, Interim Clerk of the Board

* No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

TODD HARMS
Fire Chief

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT
Thursday, February 14, 2019
10545 Armstrong Avenue – Board Room
Mather, California

CALL TO ORDER

The meeting was called to order at 6:01 pm by President Jones. Board members present: Barnes, Clark, Orzalli, Jones, Kelly, Saylor, Sheetz, and Wood. Board members absent: Goold, and Orzalli. Staff present: Acting Fire Chief Shannon, Interim Clerk Dehoney, and General Counsel Lavra.

PLEDGE TO FLAG

PUBLIC COMMENT: Representatives from Service Employees International Union-United Service Workers West (SEIU-USWW), Ms. Rosario Ramirez and Ms. Lucila Toral provided information packets to the Board of Directors and continued their discussion from the public comment during the 1/10 and 1/24 board meetings regarding their concerns with the recent SMFD Request for Proposals (RFP) for janitorial services. Ms. Ramirez requested three items including; verification that those companies which applied are registered with the labor union, an update on the bid decision, and a response to the information which has been provided at the previous board meetings.

CONSENT ITEMS

Action: Moved by Wood, seconded by Clark, and carried unanimously to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Board meeting of January 24, 2019.
Action: Approved Action Summary Minutes.
- 2. Disclosure of Material Expenditure – West Coast Frame**
Recommendation: Accept the disclosure of material expenditure of \$111,309.43 to West Coast Frame for the repairs to Engine 111.
Action: Accepted the disclosure of the material expenditure in the amount of \$111,309.43 to West Coast Frame.

PRESENTATION ITEM

- 1. Community Risk Reduction Division Update** (*Supervising Inspector, Chrishana Fields*)
Recommendation: Receive presentation, no action required.
Action: No action taken.

ACTION ITEM

1. **Formal Bid Award – Fire & Life Safety Building Plan Review Services** (Fire Marshal, Lisa Barsdale)

Recommendation: Approve the non-exclusive contract for Fire & Life Safety Building Plan Review Services to Interwest Consulting Group, Inc.

Action: Moved by Barnes, seconded by Wood and carried unanimously to approve the non-exclusive contract for Fire & Life Safety Building Plan Review Services to Interwest Consulting Group, Inc.

REPORTS

1. **PRESIDENT'S REPORT:**

President Jones relayed that we have received a call for nominations to the Special District Risk Management Authority's (SDRMA) Board and asked that anyone who would like to be considered, alert the Board Clerk. She then discussed the janitorial request for proposals (RFP) and its time parameters for submitting proposals. The request for the RFP was released on 11/27/18. The RFP stated that there was a mandatory job walk on 12/6/18 in order to be able to submit a proposal. On 12/14/18, the bid was extended to 1/7/19. Seven of the ten companies who attended and completed the job walk submitted responses, with two of them being union companies. The bids are still being evaluated and no contract has been awarded. Our RFP process has been in place for many years and allows for all eligible companies to be able to participate.

2. **FIRE CHIEF'S REPORT:**

Meetings Attended

Continue to meet with Command Staff, day staff, crews and Union reps

1/30, Labor Management Collaboration Meeting (LMCM)

2/4, All Budget Officers Mid-Year Budget Review

2/6, Chief Officers Summit

- Inaugural summit of Chief Officers to discuss operational and organizational issues relevant to all agencies in the Sacramento Region.

Thank you to everyone who participated in the Fill the Boot for Burns. In total, over \$165,000 was collected over a four day period. Metro Fire once again walked away with the Chiefs Challenge title.

Congratulations

Following personnel who successfully completed the Supervising Inspector examination and have been placed on an eligibility list:

- Diana Schmidt
- Cristian Ganea

Reassignment

Effective 2/9, Firefighter Brendan Hogan was selected to fill the EMS 24, C Shift position

New Hire

Effective 1/22, Office Technician Amanda Berkey – Logistics Division

Recruitment

- Firefighter/Paramedic – Internal Only – 19-2 Firefighter Academy, Final Filing Date 3/25 at 4 PM
- Fire Inspector I – Internal and External, Final Filing Date 3/1 at 4 PM
- Lateral Fire Inspector I & II, Final Filing Date 3/1, at 4 PM

Reminder our offices are closed on Monday, 2/18 in observance of Washington's Birthday

OPERATIONS REPORT

Assistant Chief Wagaman relayed that since the last report on 1/24, there have been 5,443 total calls with 4,146 being EMS related with a transport rate of 71%. There have also been 16 building fires during this time frame. The Professional Development Program continued this month with "Strategy & Tactics" with four sessions being held Tuesday and Wednesday of this week with 120 total attendees. The live fire training has continued at Station 52.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President Jamison thanked Supervising Inspector Fields for the Community Risk Reduction Division (CRRD) presentation. He also remarked on the regions participation in the Guns and Hoses Charity Football Game and the Firefighters Burn Institute Fill the Boot for Burns Event. He commented on how supportive the community is and how much pride and appreciation the members have for being a part of these wonderful events.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (Jones)

Next Meeting: TBD

B. Communications Center JPA – (AC Wagaman)

Report Out: February 12, 2019 at 8:00 AM

The JPA had two meetings since the last report out, including a special meeting on February 4, 2019, to discuss the significant power outage which occurred during the large storms in the region in January and to decide on ways to stabilize and maintain the communications center equipment in order to not have this happen again.

Next Meeting: February 26, 2019 at 8:00 AM

C. California Fire & Rescue Training JPA – (DC Shannon)

Next Meeting: April 18, 2019 at 4:00 PM

Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 95655

D. Finance and Audit Committee – (Kelly)

Next Meeting: February 28, 2019 at 5:30 PM

- E. **Policy Committee – (Orzalli)**
Next Meeting: March 14, 2019 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

Director Barnes discussed the Guns and Hoses Charity Football Game which had a great turnout with just shy of 8,000 people in attendance. He thanked Captain Vestal for his assistance with the Sidewalk CPR demonstrations. Law Enforcement prevailed over Fire in winning the game, and in total they were able to donate approximately \$70,000 to charities throughout the region. He relayed his apologies for being unable to attend the Awards Gala on February 21st.

Director Clark congratulated Chief Harms on winning the Chief's Challenge during the Fill the Boot Event. He remarked how important the Firefighters Burn Institute is to our community and commented on the fantastic attendance by all of the agencies in the region. He congratulated Law Enforcement on their win during the Guns and Hoses Charity Football game and thanked Supervising Inspector Fields for her CRRD presentation.

Director Wood thanked Ms. Toral and Ms. Ramirez for their comments during the public comment section of the meeting and reminded everyone about the crab feed on March 2nd at St John Vianney Church for the Firefighters Burn Institute.

Director Saylor echoed the sentiments of Director Clark in thanking Chrishana Fields for her CRRD presentation and commented on how wonderful the Fill the Boot for Burns Event is for the community.

Director Kelly commended CRRD on the fine presentation.

Director Sheetz congratulated the Fire Chief on his win during the Chief's Challenge at the Fill the Boot for Burns Event and relayed that she is looking forward to attending the Awards Gala on February 21st. She also discussed the call for nominations to sit on the Fire Districts Association of California (FDAC) board which is a two year commitment with one 2-3 hour phone conference each quarter and to contact the Clerk of the Board if interested in the position.

Director Jones congratulated Law Enforcement on their win during the Guns and Hoses Charity Football Game and expressed her excitement in hearing about the recruitment announcements for CRRD. She also commented that the contract award to Interwest Plan Review Services will be very beneficial for the building industry as it will help to facilitate and expedite plan reviews. She relayed her excitement in attending the Awards Gala on February 21st and the Crab Feed on March 2nd.

Recessed to closed session at 6:41 pm.

CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): One case**

- A. Claim Against Public Entity Pursuant to Government Code Section 910
Burton Andrew Olsen III v. Sacramento Metropolitan Fire District
Greg Casentini, Deputy Chief Administration

Action: Moved by Wood, seconded by Kelly, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

2. **CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to California Government Code Section 54957.6

- A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
- B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
- C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
- D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

Action: No action taken.

Reconvened to open session at 8:27 pm.

ADJOURNMENT

The meeting was adjourned at 8:28 pm

Gay Jones, President

Matt Kelly, Secretary

Michelle Dehoney, Interim Board Clerk



Todd Harms
Fire Chief

Sacramento Metropolitan Fire District

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Date: February 28, 2019
TO: Board of Directors
FROM: Adam House, Assistant Chief – Training Division
SUBJECT: Contract for EVALs program

TOPIC

Sacramento Metropolitan Fire District (District) has entered a 4 year contract with EVALs.net for use of their program.

BACKGROUND

In August of 2017, Assistant Chief Larry Savage signed a 4 year contract with EVALs.net for use of their program. The total for this contract is in the amount of \$187,000. The EVALs program is used for multiple things such as video assessments, field assessments and progress tracking.

Video can be taken of the recruit or probationary firefighter while they are doing an evolution. Once done, notes can be made and the video can be watched any time. There are modules built for academy classes that have their recruit binders, informational videos, test prep, courses all in one location.

DISCUSSION

The EVALs.net program has been used in the Fire Academy since 2014. Starting in 2015, it is currently used for both Academy and Probationary testing. When the District began using the program, there were no other programs on the market that did everything that EVALs.net could do.

The District had been paying to use the program on a yearly basis up until the 2017 contract (that would go into affect in 2018).

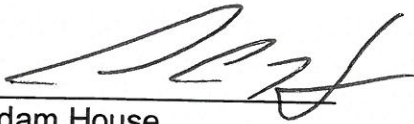
FISCAL IMPACT

The original contract for EVALs.net was for \$55,000 per year. This contract was a one year contract. By entering a 4 year contract, the price was dropped to \$46,750 a year which would save the District \$33,000 over the 4 years.

RECOMMENDATION

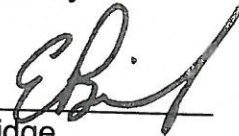
Since the District is already in contract for use of EVALs.net, it is recommended that we finish out the contract (12/31/2021) at which time the market can be reviewed to see if there are any new programs.

Submitted by



Adam House
Assistant Chief, Training Director

Approved by



Eric Bridge
Deputy Chief of
Operations



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

DATE: February 28, 2019
TO: Board of Directors
SUBJECT: Retirement of Capital Assets

BACKGROUND

Starting with fiscal year 2011/12, District Finance staff began performing a physical inventory every other year on all District capital equipment (equipment with a purchase price or value of \$5,000 or more at time of acquisition). A physical inventory was conducted for the fiscal year ending June 30, 2018, and while the vast majority of assets were counted, several items could not be located and must be retired. To continue to improve this process and also comply with the District's Capital Asset Policy, removal of these assets from inventory needs to be brought to the Board for approval. Due to recent changes in process, this is the first time this type of retirement of capital assets has been recommended to the Board; however, moving forward, any additional asset retirements as a result of future physical inventories would be recommended to the Board upon the completion of the inventory process.

DISCUSSION

In June 2018, the inventory team visited every division and fire station District-wide to physically locate each of the 1,096 capital equipment assets listed in the District's financial records. Once the physical counts were completed, staff was able to identify equipment that was not located during the initial inventory. Multiple re-visits were conducted, and many of these items were ultimately located; however, after extensive searches, 22 items could not be found.

The following items were not located and need to be retired in order to remove them from the District's capital asset inventory:

| line | ASSET | ACQ DATE | DESCRIPTION | SERIAL NO | NET ASSET VALUE |
|------|--------|----------|---------------------------|------------|-----------------|
| 1 | 3240.2 | 01/01/96 | EXTRICATION POWER | 110329 | \$0.00 |
| 2 | 3259.2 | 01/01/98 | EXTRICATION POWER | | \$0.00 |
| 3 | 3264 | 01/01/98 | HAZMAT-HUB, COMPUTER | 150-404447 | \$0.00 |
| 4 | 3283.2 | 01/01/99 | EXTRICATION POWER | | \$0.00 |
| 5 | 3283.3 | 01/01/99 | EXTRICATION SPREADER | 114284 | \$0.00 |
| 6 | 3439 | 06/30/02 | MDC | | \$0.00 |
| 7 | 3450 | 06/30/02 | MDC | 23670 | \$0.00 |
| 8 | 3562 | 05/30/03 | PPBRAE | | \$0.00 |
| 9 | 3570.2 | 06/09/03 | EXTRICATION POWER | | \$0.00 |
| 10 | 3596 | 12/01/03 | COMMUNICATIONS- IFR 2975 | 598001843 | \$0.00 |
| 11 | 3648 | 05/13/04 | MERLIN WHEELED CAF SYSTEM | | \$0.00 |
| 12 | 3658 | 06/15/04 | EXTRICATION SPREADER | 53857 | \$0.00 |
| 13 | 3659 | 06/15/04 | EXTRICATION SPREADER | 53870 | \$0.00 |
| 14 | 3662 | 06/22/04 | AREARAE | 594-901799 | \$0.00 |
| 15 | 3663 | 06/22/04 | MULTIRAE PLUS | 095-512266 | \$0.00 |
| 16 | 3739 | 04/25/05 | MDC | 31755 | \$0.00 |
| 17 | 3892 | 05/31/06 | EXTRICATION SPREADER | 297001-03 | \$0.00 |
| 18 | 4867 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 19 | 4868 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 20 | 4869 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 21 | 3958 | 09/13/06 | MDC | 23669 | \$0.00 |
| 22 | 4025 | 10/03/06 | MDC | 23823.2 | \$0.00 |

FISCAL IMPACT

All 22 assets to be retired were acquired more than 12 years ago, have been fully depreciated, and have no remaining book value. As a result, there is no fiscal impact associated with the retirement of these assets.

RECOMMENDATION

Staff recommends adoption of the attached Resolution to Retire Capital Assets.

Submitted by:

 RMarie B. Jones
 Accounting Specialist

Approved by:



 Amanda Thomas
 Chief Financial Officer



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

RESOLUTION NO. 2019-__

BEFORE THE GOVERNING BOARD OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT County of Sacramento, State of California

A RESOLUTION TO RETIRE CAPITAL ASSETS

WHEREAS, the Board of Directors approves the purchases of equipment by the adoption of the budget; and

WHEREAS, the District has purchased numerous pieces of equipment over the past several years; and

WHEREAS, the District recently inventoried all capital asset equipment and was unable to locate certain equipment.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Sacramento Metropolitan Fire District that the following items will be retired:

| line | ASSET | ADJ COST | ACQ DATE | DESCRIPTION | SERIAL NO | NET ASSET VALUE |
|------|--------|-------------|----------|---------------------------|------------|-----------------|
| 1 | 3240.2 | \$0.00 | 01/01/96 | EXTRICATION POWER | 110329 | \$0.00 |
| 2 | 3259.2 | \$0.00 | 01/01/98 | EXTRICATION POWER | | \$0.00 |
| 3 | 3264 | \$5,703.96 | 01/01/98 | HAZMAT-HUB, COMPUTER | 150-404447 | \$0.00 |
| 4 | 3283.2 | \$0.00 | 01/01/99 | EXTRICATION POWER | | \$0.00 |
| 5 | 3283.3 | \$0.00 | 01/01/99 | EXTRICATION SPREADER | 114284 | \$0.00 |
| 6 | 3439 | \$7,295.72 | 06/30/02 | MDC | | \$0.00 |
| 7 | 3450 | \$7,295.72 | 06/30/02 | MDC | 23670 | \$0.00 |
| 8 | 3562 | \$10,230.86 | 05/30/03 | PPBRAE | | \$0.00 |
| 9 | 3570.2 | \$0.00 | 06/09/03 | EXTRICATION POWER | | \$0.00 |
| 10 | 3596 | \$35,000.00 | 12/01/03 | COMMUNICATIONS- IFR 2975 | 598001843 | \$0.00 |
| 11 | 3648 | \$5,129.86 | 05/13/04 | MERLIN WHEELED CAF SYSTEM | | \$0.00 |
| 12 | 3658 | \$6,713.20 | 06/15/04 | EXTRICATION SPREADER | 53857 | \$0.00 |
| 13 | 3659 | \$6,713.20 | 06/15/04 | EXTRICATION SPREADER | 53870 | \$0.00 |

| line | ASSET | ADJ COST | ACQ DATE | DESCRIPTION | SERIAL NO | NET ASSET VALUE |
|------|-------|------------|----------|----------------------|------------|-----------------|
| 14 | 3662 | \$7,057.63 | 06/22/04 | AREARAE | 594-901799 | \$0.00 |
| 15 | 3663 | \$6,394.96 | 06/22/04 | MULTIRAE PLUS | 095-512266 | \$0.00 |
| 16 | 3739 | \$7,124.06 | 04/25/05 | MDC | 31755 | \$0.00 |
| 17 | 3892 | \$6,707.44 | 05/31/06 | EXTRICATION SPREADER | 297001-03 | \$0.00 |
| 18 | 4867 | \$0.00 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 19 | 4868 | \$0.00 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 20 | 4869 | \$0.00 | 05/31/06 | EXTRICATION CUTTER | | \$0.00 |
| 21 | 3958 | \$7,290.15 | 09/13/06 | MDC | 23669 | \$0.00 |
| 22 | 4025 | \$7,290.15 | 10/03/06 | MDC | 23823.2 | \$0.00 |

PASSED AND APPROVED this 28th day of February, 2019, by the following vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
 President, Board of Directors

Attested by:

 Clerk of the Board



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

DATE: February 28, 2019
TO: Board of Directors
SUBJECT: Multiple Award Schedule – Architecture and Engineering Services

BACKGROUND

In order to meet the ongoing needs and anticipated growth of the communities it serves, the Sacramento Metropolitan Fire District (Metro Fire) will need architecture and engineering (A&E) services for a variety of potential projects including planning and design of new fire stations and related facilities, renovation of existing fire stations and related facilities, and improvements on existing properties. While anticipated projects are subject to economic conditions and available funding, Metro Fire is committed to building at least 1 new fire station in the next 5 years.

DISCUSSION

Since Metro Fire's previous multiple award schedule for architecture and engineering services is expired, staff issued Request for Qualifications (RFQ) 19-02 for Architecture and Engineering Services on January 3, 2019. Staff's intent is to establish a new pre-qualified list of firms through a multiple award schedule with a 5-year term. Once the list has been established, project-specific solicitations for proposals will be sent to all firms on the list as need arises. A total of 13 qualified proposals were received on January 23, 2019. The Evaluation Committee reviewed and scored all proposals and recommends the following 5 firms, as the top 5 scoring firms, to be included on a multiple award schedule:

HMC Architects (Score: 35.5)
RRM Design Group (Score: 34.1)
LCA Architects (Score: 31.55)
MFDB Architects (Score: 31.5)
Jeff Katz Architecture (Score: 30.95)

FISCAL IMPACT

Establishing the recommended multiple award schedule will not have a fiscal impact.

RECOMMENDATION

Staff recommends that the Board approve the establishment of a multiple award schedule for architecture and engineering services that is comprised of the 5 firms listed above for a term of 5 years.

Submitted by:



Jeff Frye
Economic Development Manager



Erin Castleberry
Administrative Specialist



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

RESOLUTION NO. _____

AUTHORIZING THE ESTABLISHMENT OF A MULTIPLE AWARD SCHEDULE FOR ARCHITECTURE AND ENGINEERING SERVICES

WHEREAS, the Sacramento Metropolitan Fire District (Metro Fire) provides fire protection, emergency medical services and hazardous material response to a population of over 745,000 throughout a 359 square mile area; and

WHEREAS, the DISTRICT anticipates a need for architecture and engineering services for a variety of potential planning and design projects in order to meet the ongoing needs and anticipated growth of the communities it serves; and

WHEREAS, the DISTRICT conducted a competitive proposal process to request qualifications from firms that provide such services; and

WHEREAS, the DISTRICT desires to establish a multiple award schedule comprised of firms selected based on their evaluation scores, and who are professionally qualified and willing to provide such services to the DISTRICT.

THEREFORE, BE IT RESOLVED, that the Sacramento Metropolitan Fire District, a public entity established under the laws of the State of California, does hereby:

1. Establish a Multiple Award Schedule (MAS) for Architecture and Engineering Services for a term of 5 years that is comprised of the following firms:
 - HMC Architects
 - RRM Design Group
 - LCA Architects
 - MFDB Architects
 - Jeff Katz Architecture

PASSED AND APPROVED this 12th day of April, 2018, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District

President, Board of Directors

Attested by:

Clerk of the Board