

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Fire ~ Office of Emergency Services

**SUBMITTAL DATE:** March 2, 2007

**SUBJECT:** Sole Source Contract with American Homeland Solutions to teach a full complement of Incident Command System (ICS) Train-the-Trainer courses to ensure compliance with the National Incident Management System (NIMS).

**RECOMMENDED MOTION:** Move that the Board of Supervisors authorize the Purchasing Agent to sign a contract with American Homeland Solutions, to a maximum obligation amount of \$100,000, to conduct Incident Command System (ICS) Train-the-Trainer courses in Riverside County to ensure compliance with the National Incident Management System (NIMS) requirements without seeking competitive bids, in accordance with Ordinance 459.4.

**BACKGROUND:** Federal guidelines require the integration and institutionalization of NIMS. On February 26, 2006, as Agenda Item 3.24, your Board adopted Resolution 2006-051 and thus implemented NIMS into the emergency management program in Riverside County. A core component of NIMS is ICS and completing required ICS training courses. According to the federal grant guidance for FY 07, "to be eligible to receive federal preparedness Homeland Security Grant funding assistance, applicants must meet NIMS compliance requirements," which include the aforementioned courses.

(Continued)

  
John R. Hawkins, County Fire Chief

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$100,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	0	Budget Adjustment:	No
	Annual Net County Cost:	0	For Fiscal Year:	N/A

<b>SOURCE OF FUNDS:</b> 100% FY 06 Homeland Security Grant funds not to exceed \$100,000	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

**APPROVE**

County Executive Office Signature



- Dept's Recomm.:  Consent  Policy
- Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.: 2/28/06 Item 3.24 | District: All | Agenda Number:

**TO:** BOARD OF SUPERVISORS

**DATE:** February 20, 2007

**SUBJECT:** SOLE SOURCE CONTRACT  
American Homeland Solutions

**PAGE:** 2

**BACKGROUND (continued):** American Homeland Solutions (AHS) is the only Police Officer Standards and Training (POST) certified presenter of the training courses that cover all federal and state objectives. AHS will be able to teach these courses at Ben Clark Training Center and at other locations throughout the County in order to ensure that all entities have access to these mandated courses.

The goal will be to teach at least 30 students in each session, and conduct three to six training sessions, which will result in providing a cadre of certificated ICS trainers throughout the County.

**PRICE REASONALBENESS:** At \$516 per student (for the ICS100/200/700/800 Train-the-Trainer course) to \$593 per student (for the ICS 300/400 Train-the-Trainer course) all which include an instruction manual, slide guidebook, supporting documents manual, all power point modules, video clips, reference materials, course examinations, and a course certificate of completion, these costs are very competitive.

Date: February 20, 2007

From: John R. Hawkins  
Dept./Agency: Fire/OES  
To: Board of Supervisors  
Via: Purchasing Agent  
Subject: Sole Source Procurement; Request Training from American  
Homeland Solutions

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

**Supply/Service being requested:**

ICS 100, 200, 300, 400, 700 and 800 Train-the-Trainer courses

**Supplier being requested:**

American Homeland Solutions  
2401 E. Katella Avenue, Suite 220  
Anaheim, CA 92806  
714/940-6370 | Toll free: 877/818-5621  
Fax: 714/940-4930

**Alternative suppliers that can or might be able to provide supply/service:**

None, AHS is the only POST certified presenter of these courses and offers a complete series of training courses that cover all federal and state objectives.

**Extent of market search conducted:**

Our staff has requested information on courses that meet the federal and state mandates and have been directed by the State Office of Emergency Services to AHS as the only POST certified presenter of these courses.

**Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**

AHS is the only POST certified presenter of these courses and offers a complete series of training courses that cover all federal and state objectives.

**Reasons why my department requires these unique features and what benefit will accrue to the county:**

National Incident Management System (NIMS) requirements for FY 07 include ICS training for first responders and EOC responders in order to be in compliance with NIMS. Agencies not in compliance are at risk of losing homeland security grant funds in FY 07.

**Price Reasonableness:**

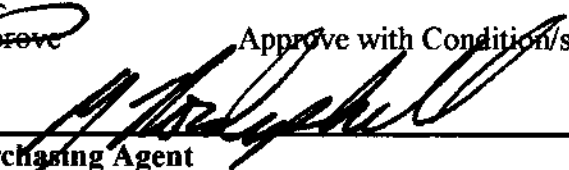
At \$516 - \$593 per student, which includes an instruction manual, slide guidebook, supporting documents manual, all power point modules, video clips, reference materials, course examinations, and a course certificate of completion, these costs are very competitive

**Does moving forward on this product or service further obligate the county to future similar contractual arrangements?**

No

  
\_\_\_\_\_  
**Department Head Signature** 3/4/07  
\_\_\_\_\_  
**Date**

Purchasing Department Comments:

Approve       Approve with Condition/s       Disapprove  
  
\_\_\_\_\_  
**Purchasing Agent** 3/8/07  
\_\_\_\_\_  
**Date**