

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



ITEM
3.13
(ID # 9966)

MEETING DATE:

Tuesday, June 11, 2019

FROM : FIRE DEPARTMENT:

SUBJECT: FIRE DEPARTMENT: Approval of the Cooperative Agreement to Provide Fire Protection, Fire Prevention, Rescue and Medical Emergency Services for the City of Menifee for two (2) years. District 5 [\$27,625,158] 100% Contract Revenue

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached Cooperative Agreement to Provide Fire Protection, Fire Prevention, Rescue and Medical Emergency Services for the City of Menifee;
2. Authorize the Chairman of the Board to execute this Cooperative Agreement on behalf of the County; and
3. Authorize the Fire Chief to negotiate and execute any amendments to the Exhibit "A" of this Agreement.

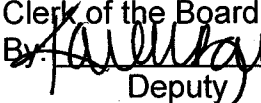
ACTION:


Shawn Newman, Chief Cal Fire Riverside County 5/30/2019

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: June 11, 2019
xc: Fire

Kecia Harper
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ N/A	\$ 13,678,388	\$ 27,625,158	\$ N/A
NET COUNTY COST	\$ N/A	\$ N/A	\$ N/A	\$ N/A
SOURCE OF FUNDS: Contract revenue from the City of Menifee subject to annual cost increase.			Budget Adjustment: No	
			For Fiscal Year: 19/20–20/21	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The City of Menifee desires to continue contracting for Fire Protection, Fire Prevention, Rescue and Medical Emergency Services with the Riverside County Fire Department, and as such, the City of Menifee and Riverside County have reached an agreement as to the level of service to be provided to the City. The term of this agreement is July 1, 2019 through June 30, 2021. The total estimated contract revenue will be received annually to cover the full contract costs. The total estimated contract revenue received to cover the full contract costs with FY 19/20 is estimated at \$13,678,388 and with FY 20/21 is estimated at \$13,946,770. The revenue is subject to increase and/or decrease based on fiscal year end reconciliation of support services with actual costs to be adjusted on the 4th Quarter Invoice sent out in August following the fiscal year close.

In the expectation that the City of Menifee will approve the Cooperative Agreement at their next City Council Meeting, the Riverside County Fire Department is seeking a concurrent approval of said agreement.

The agreement has been reviewed and approved as to form by County Counsel.

Impact on Residents and Businesses

The City of Menifee has added a Fire Safety Inspector position to augment the city's fire marshal services. The language in the Agreement does state that the City may request an increase or decrease of employees or services assigned to the City with one hundred twenty (120) day written notice to the County. All requests for changes will be evaluated by the designated Chief Officer and/or County Fire Chief to ensure that the levels of service provided to the Community are at or above the minimum standard requirements. Any concerns will be discussed with the City Representative.

SUPPLEMENTAL:

Additional Fiscal Information

This contract has no general fund impact. Fire estimates receiving \$13,678,388 for FY 19/20, and \$13,946,770 for FY 20/21 in revenue. The estimated contract increase from the

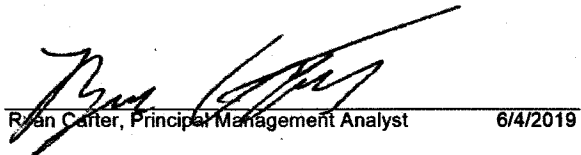
**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

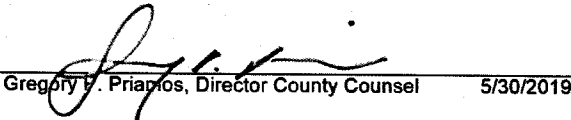
previous Exhibit A amendment is 2.13%. This increase is due to various rate increases from the State Cooperative Agreement, the County cost increases, and the addition of a Fire Safety Inspector position. Contract revenue from the City of Menifee is subject to annual cost increase. There were no changes in the Agreements level of staffing since the previous signed Agreement in FY 18/19.

Contract History and Price Reasonableness

The City of Menifee has been contracting for Riverside County Fire Service since 2009. The estimated contract increase from the previous Exhibit A amendment is 2.13%. This increase is due to various rate increases from the State Cooperative Agreement, the County cost increases, and the addition of a Fire Safety Inspector position. Contract revenue from the City of Menifee is subject to annual cost increase. The addition of a Fire Safety Inspector is the only change in the Agreements level of staffing since the previous signed Agreement in FY 18/19.


Diane Sinclair, Deputy Director-Fire Admin 6/3/2019


Ryan Carter, Principal Management Analyst 6/4/2019


Gregory V. Priamos, Director County Counsel 5/30/2019

CLERK'S COPY

to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147

Thank You

**A COOPERATIVE AGREEMENT
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE, FIRE MARSHAL
AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF MENIFEE**

THIS AGREEMENT, made and entered into this ____ day of _____, 2019, by and between the County of Riverside, a political subdivision of the State of California, on behalf of the Fire Department, (hereinafter referred to as "COUNTY") and the City of Menifee a duly created city, (hereinafter referred to as "CITY"), whereby it is agreed as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to arrange for COUNTY, through its Cooperative Fire Programs Fire Protection Reimbursement Agreement ("CAL FIRE Agreement") with the California Department of Forestry and Fire Protection ("CAL FIRE") to provide CITY with fire protection, hazardous materials mitigation, technical rescue response, fire marshal, medical emergency services, and public service assists (hereinafter called "Fire Services"). The Riverside County Fire Department invoices for disaster preparedness and response provided by Riverside County Emergency Management Department. This Agreement is entered into pursuant to the authority granted by Government Code Sections §55600 et seq., and will provide a unified, integrated, cooperative, regional fire protection system. COUNTY's ability to perform under this Agreement is subject to the terms and conditions of the CAL FIRE Agreement.

SECTION II: DESIGNATION OF FIRE CHIEF

A. The County Fire Chief appointed by the Board of Supervisors, or his designee, (hereinafter referred to as "Chief") shall represent COUNTY and CITY during the period of this Agreement and Chief shall, under the supervision and direction of the County Board of Supervisors, have charge of the organization described in Exhibit "A", attached hereto and made a part hereof, for the purpose of providing Fire Services as deemed necessary to satisfy the needs of both the COUNTY and CITY, except upon those lands wherein other agencies of government have responsibility for the same or similar Fire Services.

B. The COUNTY will assign an existing Chief Officer as the Fire Department Liaison ("Fire Liaison"). The Chief may delegate certain authority to the Fire Liaison, as the Chief's duly authorized designee and the Fire Liaison shall be responsible for directing the Fire Services provided to CITY as set forth in Exhibit "A".

C. COUNTY will be allowed flexibility in the assignment of available personnel and equipment in order to provide the Fire Services as agreed upon herein.

JUN 11 2019

3.13

SECTION III: PAYMENT FOR SERVICES

A. CITY shall annually appropriate a fiscal year budget to support the Fire Services designated at a level of service mutually agreed upon by both parties and as set forth in Exhibit "A" for the term of this Agreement. This Exhibit may be amended in writing by mutual agreement by both parties or when a CITY requested increase or reduction in services is approved by COUNTY.

B. COUNTY provides fire personnel and services through its CAL FIRE Agreement. In the event CITY desires an increase or decrease in CAL FIRE or COUNTY civil service employees or services assigned to CITY as provided for in Exhibit "A," CITY shall provide one hundred twenty (120) days written notice of the proposed, requested increase or decrease. Proper notification shall include the following: (1) The total amount of increase or decrease; (2) The effective date of the increase or decrease; and (3) The number of employees, by classification, affected by the proposed increase or decrease. If such notice is not provided, CITY shall reimburse COUNTY for relocation costs incurred by COUNTY because of the increase or decrease, in addition to any other remedies available resulting from the increase or decrease in services. COUNTY is under no obligation to approve any requested increase or decrease, and it is expressly understood by the parties that in no event will COUNTY authorize or approve CITY's request to reduce services below the COUNTY Board of Supervisors approved staffing level for any fire station, or to reduce services to the extent that the services provided under this Agreement are borne by other jurisdictions. COUNTY shall render a written decision on whether to allow or deny the increase or decrease within thirty (30) days of the notice provided pursuant to this section.

C. CITY shall pay COUNTY actual costs for Fire Services pursuant to this Agreement. COUNTY shall make a claim to CITY for the actual cost of contracted services, pursuant to Exhibit "A," on a quarterly basis. The COUNTY is mandated per Government Code Section §51350 for full cost recovery. CITY shall pay each claim, in full, within thirty (30) days after receipt thereof.

D. Any changes to the salaries or expenses set forth in Exhibit "A" made necessary by action of the Legislature, CAL FIRE, or any other public agency with authority to direct changes in the level of salaries or expenses, shall be paid from the funds represented as set forth in Exhibit "A." The CITY is obligated to expend or appropriate any sum in excess of Exhibit "A" increased by action of the Legislature, CAL FIRE, or any other public agency with authority to direct changes. If within thirty (30) days after notice, in writing, from COUNTY to CITY that the actual cost of maintaining the services specified in Exhibit "A" as a result of action by the Legislature, CAL-FIRE, or other public agency will exceed the total amount specified therein, and CITY has not agreed to make available the necessary additional funds, COUNTY shall have the right to unilaterally reduce the services furnished under this Agreement by an appropriate amount and shall promptly notify CITY, in writing, specifying the services to be reduced. Any COUNTY or CAL-FIRE personnel reduction resulting solely due to an increase in employee salaries or expenses occurring after signing this Agreement and set forth in

Exhibit "A" that CITY does not agree to fund, as described above, shall not be subject to relocation expense reimbursement by CITY. If CITY desires to add funds to the total included herein to cover the cost of increased salaries or services necessitated by actions described in this paragraph, such increase shall be accomplished by an additional appropriation by the City Council of CITY, and an amendment to Exhibit "A" approved by the parties hereto.

E. Chief may be authorized to negotiate and execute any amendments to Exhibit "A" of this Agreement on behalf of COUNTY as authorized by the Board of Supervisors. CITY shall designate a "Contract Administrator" who shall, under the supervision and direction of CITY, be authorized to execute amendments to Exhibit "A" on behalf of CITY.

F. _____ [] (Check only if applicable, and please initial to acknowledge) Additional terms as set forth in the attached Exhibit "B" are incorporated herein and shall additionally apply to this agreement regarding payment of services.

G. [] (Check only if applicable, and please initial to acknowledge) Additional terms as set forth in the attached Exhibit "C" are incorporated herein and shall additionally apply to this agreement regarding payment for the Fire Engine Use Agreement.

H. [] (Check only if applicable, and please initial to acknowledge) Additional terms as set forth in the attached Exhibit "D" are incorporated herein and shall additionally apply to this agreement regarding payment for Fire Marshall Services.

I. Notwithstanding Paragraph G, as it relates to the Fire Engine Use Agreement, herein if applicable, additional terms as set forth are incorporated herein and shall additionally apply to this agreement regarding payment of services. In the event that a fire engine, owned and maintained by the CITY has a catastrophic failure, the COUNTY Fire Chief may allow use of a COUNTY fire engine, free of charge up to one hundred twenty (120) days. After the initial one hundred twenty (120) days, a rental fee will be applied to the CITY invoice for use of said COUNTY fire engine. The rental fee shall be One Thousand Four Hundred Thirteen Dollars (\$1,413) per day; or Nine Thousand Eight Hundred Ninety-Six Dollars (\$9,896) per week.

J. Notwithstanding Paragraph H, as it relates to Fire Marshal services herein, if applicable, additional terms as set forth are incorporated herein and shall additionally apply to this agreement regarding Fire Marshal services. In the event the CITY elects not to use Fire Marshal services outlined in Paragraph H (Exhibit D), the services must be provided by the COUNTY Office of the Fire Marshal pursuant to Health and Safety Code sections 13145 and 13146 and at a cost to the developer as outlined in COUNTY Ordinance 671(Establishing Consolidated Fees For Land Use and Related Functions).

SECTION IV: INITIAL TERM AND AMENDMENT

A. The term of this Agreement shall be from July 1, 2019, to June 30, 2021.

B. One (1) year prior to the date of expiration of this Agreement, CITY shall give COUNTY written notice of whether CITY intends to enter into a new Agreement with COUNTY for Fire Services and, if so, whether CITY intends to request a change in the level of Fire Services provided under this Agreement.

SECTION V: TERMINATION

During the terms of this Agreement, this Agreement may only be terminated by the voters of either the COUNTY or the CITY pursuant to Government Code §55603.5.

SECTION VI: COOPERATIVE OPERATIONS

All Fire Services contemplated under this Agreement shall be performed by both parties to this Agreement working as one unit; therefore, personnel and/or equipment belonging to either CITY or COUNTY may be temporarily dispatched elsewhere from time to time for mutual aid.

SECTION VII: MUTUAL AID

Pursuant to Health and Safety Code Sections 13050 et seq., when rendering mutual aid or assistance, COUNTY may, at the request of CITY, demand payment of charges and seek reimbursement of CITY costs for personnel, equipment use, and operating expenses as funded herein, under authority given by Health and Safety Code Sections 13051 and 13054. COUNTY, in seeking said reimbursement pursuant to such request of CITY, shall represent the CITY by following the procedures set forth in Health and Safety Code Section 13052. Any recovery of CITY costs, less actual expenses, shall be paid or credited to the CITY, as directed by CITY.

In all such instances, COUNTY shall give timely notice of the possible application of Health and Safety Code Sections 13051 and 3054 to the officer designated by CITY.

SECTION VIII: SUPPRESSION COST RECOVERY

As provided in Health and Safety Code Section 13009, COUNTY 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 CITY equipment and personnel under the terms of this Agreement, COUNTY may bring such an action for collection of costs incurred by CITY and the COUNTY. In such a case CITY appoints and designates COUNTY as its agent in said collection proceedings. In the event of recovery, COUNTY shall apportion the recovered amount via the annual Cost Allocation Plan. This recovery does not include CITY resources outside of this Cooperative Agreement. Those resources would require the CITY to obtain cost recovery directly.

In all such instances, COUNTY shall give timely notice of the possible application of Health and Safety Code Section 13009 to the officer designated by CITY.

SECTION IX: PROPERTY ACCOUNTING

All personal property provided by CITY and by COUNTY for the purpose of providing Fire Services under the terms of this Agreement shall be marked and accounted for in such a manner as to conform to the standard operating procedure established by the COUNTY for the segregation, care, and use of the respective property of each.

SECTION X: FACILITY

CITY shall provide Fire Station(s), strategically located to provide standard response time within the City of Menifee from which fire operations shall be conducted. If the Fire Station(s) are owned by the CITY, the CITY shall maintain the facilities at CITY's cost and expense. In the event CITY requests COUNTY to undertake repairs or maintenance costs or services, the costs and expenses of such repairs or maintenance shall be reimbursed to COUNTY through the Support Services Cost Allocation, or as a direct Invoice to the CITY.

SECTION XI: INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by applicable law, COUNTY shall and does agree to indemnify, protect, defend and hold harmless CITY, its agencies, districts, special districts and departments, their respective directors, officers, elected and appointed officials, employees, agents and representatives (collectively, "**Indemnitees**") for, from and against any and all liabilities, claims, damages, losses, liens, causes of action, suits, awards, judgments and expenses, attorney and/or consultant fees and costs, taxable or otherwise, of any nature, kind or description of any person or entity, directly or indirectly arising out of, caused by, or resulting from (1) the Services performed hereunder by COUNTY, or any part thereof, (2) the Agreement, including any approved amendments or modifications, or (3) any negligent act or omission of COUNTY, its officers, employees, subcontractors, agents, or representatives (collectively, "**Liabilities**"). Notwithstanding the foregoing, the only Liabilities with respect to which COUNTY's obligation to indemnify, including the cost to defend, the Indemnitees does not apply is with respect to Liabilities resulting from the negligence or willful misconduct of an Indemnitee, or to the extent such claims do not arise out of, pertain to or relate to the Scope of Work in the Agreement.

To the fullest extent permitted by applicable law, CITY shall and does agree to indemnify, protect, defend and hold harmless COUNTY, its agencies, departments, directors, officers, agents, Board of Supervisors, elected and appointed officials and representatives (collectively, "**Indemnitees**") for, from and against any and all liabilities, claims, damages, losses, liens, causes of action, suits, awards, judgments and expenses, attorney and/or consultant fees and costs, taxable or otherwise, of any nature, kind or description of any person or entity, directly or indirectly arising out of, caused by, or resulting from (1) the services performed hereunder, by CITY, or any part thereof, (2) the Agreement, including any approved amendments or modifications, or (3) any negligent act or omission of CITY its officers, employees, subcontractors, agents, or representatives (collectively, "**Liabilities**"). Notwithstanding the foregoing, the only

Liabilities with respect to which CITY's obligation to indemnify, including the cost to defend, the Indemnitees does not apply is with respect to Liabilities resulting from the negligence or willful misconduct of an Indemnitee, or to the extent such claims do not arise out of, pertain to or relate to the Scope of Work in the Agreement.

SECTION XII: AUDIT

A. COUNTY and CITY 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. COUNTY and CITY 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 or as required by law, and to allow the auditor(s) of the other party access to such records during normal business hours COUNTY and CITY agree to a similar right to audit records in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).

B. Each party shall bear their own costs in performing a requested audit.

SECTION XIII: DISPUTES

CITY shall select and appoint a "Contract Administrator" who shall, under the supervision and direction of CITY, be available for contract resolution or policy intervention with COUNTY, when, upon determination by the Chief that a situation exists under this Agreement in which a decision to serve the interest of CITY has the potential to conflict with COUNTY 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 CITY and COUNTY employees normally responsible for the administration of this Agreement shall be brought to the attention of the Chief Executive Officer (or designated representative) of each organization for joint resolution. For purposes of this provision, a "reasonable period of time" shall be ten (10) calendar days or less. CITY and COUNTY agree to continue with the responsibilities under this Agreement during any dispute. Disputes that are not resolved informally by and between CITY and COUNTY representatives may be resolved, by mutual agreement of the parties, through mediation. Such mediator will be jointly selected by the parties. The costs associated with mediator shall be shared equally among the participating parties. If the mediation does not resolve the issue(s), or if the parties cannot agree to mediation, the parties reserve the right to seek remedies as provided by law or in equity. The parties agree, pursuant to *Battaglia Enterprises v. Superior Court* (2013) 215 Cal.App.4th 309, that each of the parties are sophisticated and negotiated this agreement and this venue at arm's length. Pursuant to this Agreement, the parties agree that venue for litigation shall be in the Superior Court of Riverside County. Should any party attempt to defeat this section and challenge venue in Superior Court, the party challenging venue stipulates to request the Court change venue to San Bernardino County and shall not ask for venue in any other County.

Any claims or causes of actions, whether they arise out of unresolved disputes as specified in this Section or claims by third parties that are made against the COUNTY, shall be submitted to the Office of the Clerk of the Board for the County of Riverside in a timely manner. For claims made against the COUNTY that involve CalFire employees, to the extent permissible under the COUNTY's contract with CalFire, the claims will be forwarded on to CalFire for processing.

SECTION XIV: ATTORNEY'S FEES

If CITY fails to remit payments for services rendered pursuant to any provision of this Agreement, COUNTY may seek recovery of fees through litigation, in addition to all other remedies available.

In the event of litigation between COUNTY and CITY to enforce any of the provisions of this Agreement or any right of either party hereto, the unsuccessful party to such litigation agrees to pay the prevailing party's costs and expenses, including reasonable attorneys' fees, all of which shall be included in and as a part of the judgment rendered in such litigation.

SECTION XV: DELIVERY OF NOTICES

Any notices to be served pursuant to this Agreement shall be considered delivered when deposited in the United States mail and addressed to:

COUNTY OF RIVERSIDE
Riverside County Fire Chief
210 West San Jacinto Avenue
Perris, CA 92570

CITY OF MENIFEE
City Manager
City of Menifee
29714 Haun Road
Menifee, CA 92586

Provisions of this section do not preclude any notices being delivered in person to the addresses shown above. Delivery in person shall constitute service hereunder, effective when such service is made.

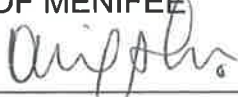
SECTION XVI: ENTIRE CONTRACT

This Agreement contains the whole contract between the parties for the provision of Fire Services. It may be amended or modified upon the mutual written consent of the parties hereto where in accordance with applicable state law. This Agreement does NOT supplement other specific agreements entered into by both parties for equipment or facilities, and excepting those equipment or facilities agreements, this Agreement cancels and supersedes any previous agreement for the same or similar services.

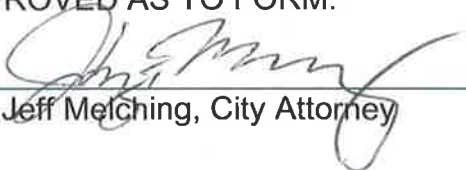
[Signature Provisions on following page]

IN WITNESS, WHEREOF, the duly authorized officials of the parties hereto have, in their respective capacities, set their hands as of the date first hereinabove written.

Dated: 6/20/19

CITY OF MENIFEE
By: 
Armando G. Villa, City Manager

ATTEST:
By: 
Sarah A. Manwaring, City Clerk

APPROVED AS TO FORM:
By: 
Jeff Melching, City Attorney

(SEAL)

Dated: _____

COUNTY OF RIVERSIDE
By: _____
Chairman, Board of Supervisors

ATTEST:
KECIA HARPER-IHEM
Clerk of the Board

By: _____
Deputy

APPROVED AS TO FORM:
GREGORY P. PRIAMOS,
County Counsel
By: _____
GREGORY P. PRIAMOS
County Counsel

(SEAL)

IN WITNESS, WHEREOF, the duly authorized officials of the parties hereto have, in their respective capacities, set their hands as of the date first hereinabove written.

CITY OF MENIFEE

Dated: _____

By: _____
Armando G. Villa, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Sarah A. Manwaring, City Clerk

By: _____
Jeff Melching, City Attorney

(SEAL)

COUNTY OF RIVERSIDE

Dated: JUN 11 2019

By: _____
Chairman, Board of Supervisors
KEVIN JEFFRIES

ATTEST:
KECIA HARPER-HEM
Clerk of the Board

APPROVED AS TO FORM:
GREGORY P. PRIAMOS,
County Counsel

By: _____
Deputy

By: _____
GREGORY P. PRIAMOS
County Counsel

(SEAL)

EXHIBIT "A"

TO THE COOPERATIVE AGREEMENT TO PROVIDE
FIRE PROTECTION, FIRE PREVENTION, RESCUE AND MEDICAL
EMERGENCY SERVICES FOR THE CITY OF MENIFEE
ESTIMATE DATED MAY 7, 2019 FOR FY 2019/2020 AND FY 2020/2021

CITY BUDGETED COST ESTIMATE

FISCAL YEAR 2019/2020	\$13,678,388
FISCAL YEAR 2020/2021	\$13,946,770
TOTAL CITY BUDGET ESTIMATE FOR FY2019/2020 AND FY2020/2021	<u>\$27,625,158</u>

EXHIBIT "A"

TO THE COOPERATIVE AGREEMENT TO PROVIDE
FIRE PROTECTION, FIRE PREVENTION, RESCUE AND MEDICAL
EMERGENCY SERVICES FOR THE CITY OF MENIFEE
ESTIMATE DATED MAY 7, 2019 FOR FY 2019/2020

*Removing Facility Support and add one (1) Fire Safty Inspector effective July 1, 2019
Add one (1) additional Monitor/Defib per Chief Barnett, effective July 1, 2019*

***See notation below for estimate assumptions**

	CAPTAIN'S		CAPTAIN'S MEDICS		ENGINEER'S		ENGINEER MEDICS		FF II'S		FF II MEDICS		TOTALS	
STA. #5														
Medic Engine	492,270	2			431,968	2					430,561	2	1,354,799	6
STA. #7														
Medic Engine	492,270	2			431,968	2					430,561	2	1,354,799	6
Medic Squad					431,968	2	248,214	1			430,561	2	1,110,744	5
STA. #68														
Medic Engine	492,270	2			431,968	2					430,561	2	1,354,799	6
STA. #76														
Medic Engine	492,270	2			431,968	2					430,561	2	1,354,799	6
*(Medic Truck City)	246,135	1			431,968	2		372,409	2		645,842	3	1,696,354	8
*(Medic Truck County)		*0	2			*0	1		*0	1				4
Fixed Relief	246,135	1			215,984	1					215,281	1	677,400	3
Vacation Relief	246,135	1	281,374	1			496,428	2			215,281	1	1,239,218	5
SUBTOTALS	2,707,484		281,374		2,807,795		744,642		372,409		3,229,208		10,142,911	
SUBTOTAL STAFF	13		1		14		3		3		15		49	
BATTALION CHIEF							286,208	each					286,208	1
FIRE SAFETY SUPERVISOR							153,799						153,799	1
FIRE SAFETY SPECIALIST							144,085						144,085	1
FIRE SAFETY INSPECTOR							124,995						124,995	1
SUBTOTAL													\$584,091	53
SUPPORT SERVICES														
Administrative/Operational							21,627	per assigned Staff **					1,081,342	50
Volunteer Program							6,254	Per Entity Allocation					6,254	1
Medic Program								Medic FTE/Defib Basis					152,458	19
ECC Support								Calls/Station Basis					374,997	
Fleet Support							62,273	per Fire Suppression Equip					280,228	4.5
Comm/IT Support								Calls/Station Basis					708,758	
Hazmat Support													72,389	
SUPPORT SERVICES SUBTOTAL													2,676,427	
ESTIMATED DIRECT CHARGES													171,759	
FIRE ENGINE USE AGREEMENT							25,800	each engine					103,200	4
ESTIMATED CITY BUDGET													13,678,388	

*Truck at St. #76 split funded with Riverside County and City of Menifee.

50.00 Assigned Staff
0.00 Battalion Chief Support
** 50.00 Total Assigned Staff

SUPPORT SERVICES

Administrative & Operational Services
Finance
Training
Data Processing
Accounting
Personnel

Procurement
Emergency Services
Fire Fighting Equip.
Office Supplies/Equip.

4.0 Fire Stations
11,106 Number of Calls
19 Assigned Medic FTE
6 Monitors/Defibs
4 Hazmat Stations
57 Number of Hazmat Calls

Volunteer Program - Support staff, Workers Comp, and Personal Liability Insurance

Medic Program - Support staff, Training, Certification, Case Review & Reporting, Monitor/Defibrillator replacement cycle.

Battalion Chief Support - Pooled BC coverage for Cities/Agencies that do not include BC staffing as part of their contracted services

Fleet Support - Support staff, automotive costs, vehicle/engine maintenance, fuel costs

Emergency Command Center Support - Dispatch services costs

Communications / IT Support - Support staff, communications, radio maintenance, computer support functions

Facility Support - Facility maintenance staff with associated operating costs.

Hazmat Program - Support staff, operating costs, and vehicle replacement

FY 19/20 POSITION SALARIES TOP STEP

346,564	DEPUTY CHIEF	25,800	FIRE ENGINE
342,016	DIV CHIEF	21,627	SRVDEL
286,208	BAT CHIEF	6,254	VOL DEL
246,135	CAPT	7,237	MEDIC FTE
281,374	CAPT MEDIC	2,491	MEDIC MONITORS/DEFIBS REPLACEMENT
215,984	ENG	77,755	BATT DEL
248,214	ENG/MEDIC	17,547	ECC STATION
186,204	FF II	27.45	ECC CALLS
215,281	FF II/MEDIC	62,273	FLEET SUPPORT
153,799	FIRE SAFETY SUPERVISOR	33,163	COMM/IT STATION
144,085	FIRE SAFETY SPECIALIST	51.87	COMM/IT CALLS
124,995	FIRE SYSTEMS INSPECTOR	1,676	FACILITY STATION
74,136	OFFICE ASSISTANT III	449.41	FACILITY FTE
86,787	SECRETARY I	4,641	HAZMAT STATION
116,074	EMERGENCY SVC COORDINATOR	909.68	HAZMAT CALLS
226,794	COUNTY FIRE MARSHAL	1,974	HAZMAT VEHICLE REPLACEMENT
165,934	COUNTY DEPUTY FIRE MARSHAL		

***Cost Assumptions:**

- All Salaries based on 19/20 Rate Letter dated 02/19/2019
- Support Services based on 18/19 Board Approved Cost Allocation dated 09/18/2018
- Benefits based on Prelim Rate Matrix emailed March 12, 2019.

FY 19/20 DIRECT BILL ACCOUNT CODES

520230	Cellular Phone
520300	Pager Service
520320	Telephone Service
520800	Household Expense
520805	Appliances
520830	Laundry Services
520840	Household Furnishings
520845	Trash
521380	Maint-Copier Machines
521440	Maint-Kitchen Equipment
521540	Maint-Office Equipment
521660	Maint-Telephone
521680	Maint-Underground Tanks
522310	Maint-Building and Improvement
522340	Station Budgeted Maint-Building and Improvement
522360	Maint-Extermination
522380	Maint-Critical Systems
522410	Maint-Health & Safety
522860	Medical Supplies
522890	Pharmaceuticals
523220	Licenses And Permits
523680	Office Equip Non Fixed Assets
526700	Rent-Lease Building
529500	Electricity
529510	Heating Fuel
529550	Water
537240	Interfnd Exp-Utilities
542060	Capital Improvements Facilities

EXHIBIT "A"

TO THE COOPERATIVE AGREEMENT TO PROVIDE
FIRE PROTECTION, FIRE PREVENTION, RESCUE AND MEDICAL
EMERGENCY SERVICES FOR THE CITY OF MENIFEE
ESTIMATE DATED MAY 7, 2019 FOR FY 2020/2021

**See notation below for estimate assumptions*

	<u>CAPTAIN'S</u>	<u>CAPTAIN'S</u>	<u>ENGINEER'S</u>	<u>ENGINEER</u>	<u>FF II'S</u>	<u>FF II</u>	<u>TOTALS</u>		
		<u>MEDICS</u>		<u>MEDICS</u>		<u>MEDICS</u>			
STA. #5									
Medic Engine	499,616	2	438,321	2		433,886	2	1,371,823 6	
STA. #7									
Medic Engine	499,616	2	438,321	2		433,886	2	1,371,823 6	
Medic Squad			438,321	2	250,287	1	433,886	2	1,122,494 5
STA. #68									
Medic Engine	499,616	2	438,321	2		433,886	2	1,371,823 6	
STA. #76									
Medic Engine	499,616	2	438,321	2		433,886	2	1,371,823 6	
*(Medic Truck City)	249,808	1	438,321	2	377,872	2	650,829	3	1,716,829 8
*(Medic Truck County)	*0	2	*0	1		*0	1		4
Fixed Relief	249,808	1	219,160	1		216,943	1	685,911 3	
Vacation Relief	249,808	1	283,861	1	500,575	2	216,943	1	1,251,187 5
SUBTOTALS	2,747,889		2,849,084		750,862	377,872	3,254,144		10,263,713
SUBTOTAL STAFF	13	1	14	3	3	15			49
BATTALION CHIEF				290,484	each			290,484	1
FIRE SAFETY SUPERVISOR				155,337				155,337	1
FIRE SAFETY SPECIALIST				152,029				152,029	1
FIRE SAFETY INSPECTOR				126,680				126,680	1
SUBTOTAL								\$597,850	53
SUPPORT SERVICES									
Administrative/Operational				22,708	per assigned Staff **			1,135,409	50
Volunteer Program				6,567	Per Entity Allocation			6,567	1
Medic Program					Medic FTE/Defib Basis			160,081	19
ECC Support					Calls/Station Basis			393,747	
Fleet Support				65,387	per Fire Suppression Equip			294,240	4.5
Comm/IT Support					Calls/Station Basis			744,196	
Hazmat Support								76,008	
SUPPORT SERVICES SUBTOTAL								2,810,248	
ESTIMATED DIRECT CHARGES								171,759	
FIRE ENGINE USE AGREEMENT				25,800	each engine			103,200	4
ESTIMATED CITY BUDGET								13,946,770	

*Truck at St. #76 split funded with Riverside County and City of Menifee.

50.00 Assigned Staff
0.00 Battalion Chief Support
** 50.00 Total Assigned Staff

SUPPORT SERVICES

Administrative & Operational Services

Finance Procurement
Training Emergency Services
Data Processing Fire Fighting Equip.
Accounting Office Supplies/Equip.
Personnel

4.0 Fire Stations
11,106 Number of Calls
19 Assigned Medic FTE
6 Monitors/Defibs
4 Hazmat Stations
57 Number of Hazmat Calls

Volunteer Program - Support staff, Workers Comp, and Personal Liability Insurance

Medic Program - Support staff, Training, Certification, Case Review & Reporting, Monitor/
Defibrillator replacement cycle.

Battalion Chief Support - Pooled BC coverage for Cities/Agencies that do not include BC staffing as part of their contracted services

Fleet Support - Support staff, automotive costs, vehicle/engine maintenance, fuel costs

Emergency Command Center Support - Dispatch services costs

Communications / IT Support - Support staff, communications, radio maintenance, computer support functions

Facility Support - Facility maintenance staff with associated operating costs.

Hazmat Program - Support staff, operating costs, and vehicle replacement

FY 20/21 POSITION SALARIES TOP STEP

352,645	DEPUTY CHIEF	25,800	FIRE ENGINE
348,017	DIV CHIEF	22,708	SRVDEL
290,484	BAT CHIEF	6,567	VOL DEL
249,808	CAPT	7,599	MEDIC FTE
283,861	CAPT MEDIC	2,616	MEDIC MONITORS/DEFIBS REPLACEMENT
219,160	ENG	81,642	BATT DEL
250,287	ENG/MEDIC	18,424	ECC STATION
188,936	FF II	28.82	ECC CALLS
216,943	FF II/MEDIC	65,387	FLEET SUPPORT
155,337	FIRE SAFETY SUPERVISOR	34,821	COMM/IT STATION
152,029	FIRE SAFETY SPECIALIST	54.47	COMM/IT CALLS
126,680	FIRE SYSTEMS INSPECTOR	1,759	FACILITY STATION
74,878	OFFICE ASSISTANT III	471.88	FACILITY FTE
87,654	SECRETARY I	4,873	HAZMAT STATION
117,235	EMERGENCY SVC COORDINATOR	955.17	HAZMAT CALLS
230,366	COUNTY FIRE MARSHAL	2,073	HAZMAT VEHICLE REPLACEMENT
168,447	COUNTY DEPUTY FIRE MARSHAL		

***Cost Assumptions:**

- All Salaries updated to known MOU as of February 2019 and CALFIRE BU8 Summary Letter
- Benefits increased based on 5 year average of historical increases/decreases
- Admin Fee Per March 2019 Matrix with no change estimated
- Uniform Allowance increased and benefit calculation removed

FY 20/21 DIRECT BILL ACCOUNT CODES

520230	Cellular Phone
520300	Pager Service
520320	Telephone Service
520800	Household Expense
520805	Appliances
520830	Laundry Services
520840	Household Furnishings
520845	Trash
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529550	Water
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542060	Capital Improvements Facilities

EXHIBIT "C"

**TO THE COOPERATIVE AGREEMENT
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE
AND MEDICAL EMERGENCY SERVICES FOR THE CITY MENIFEE
DATED JULY 1, 2019**

**PAYMENT FOR SERVICES
ADDITIONAL SERVICES
FIRE ENGINE USE AGREEMENT**

Station 5

Engine E5, RCO No. 06-801 \$ 25,800.00

Station 7

Engine E7, RCO No. 19-804 \$ 25,800.00

Station 68

Engine E68, RCO No. 15-839 \$ 25,800.00

Station 76

Engine E76, RCO No. 15-845 \$ 25,800.00

\$ 103,200.00

The Fire Engine Use Agreement is utilized in the event that a fire engine(s) which was initially purchased by the CITY, and then the CITY elects to have the COUNTY take responsibility of said fire engine(s). The Fire Engine Use Agreement guarantees the CITY the use of this fire engine(s), the COUNTY network of equipment, and resources of the COUNTY.

This fire engine(s) shall be used as an integrated unit for Fire Services as set forth in this Cooperative Agreement between the COUNTY and CITY, and shall be stationed primarily in the CITY. The change in ownership of the fire engine does not waive or supersede any responsibilities of the CITY pursuant to this agreement. This exhibit is strictly to further detail for the CITY, the responsibilities and costs associated within the Cooperative Agreement between the COUNTY and CITY; therefore, the Fire Engine Use Agreement is inseparable.

The CITY will have the option of transferring title of said fire engine(s) to the COUNTY. If the CITY transfers title of said fire engine(s) to the County, the County will take ownership of the said fire engine(s), and the County will maintain insurance on said fire engine(s). If the CITY opts to maintain ownership and title of said fire engine(s), the CITY will maintain insurance on said fire engine(s). Proof of Insurance is to be provided to the COUNTY.

The COUNTY will ensure a working fire engine(s) is available for the CITY at all times under this agreement. All capital improvements and/or betterments to the fire engine(s) listed above, will be the responsibility and paid for by the owner of said fire engine(s). All other maintenance and repairs to the fire engine(s) listed above, will be the responsibility and paid for by the COUNTY under this Agreement.

When the Riverside County Fire Department Fleet personnel determine the fire engine(s) listed above is due for replacement, the COUNTY will purchase a new fire engine(s); and, the owner of the old fire engine(s) may survey said fire engine(s) or reallocate as a second roll response fire engine.

The annual cost for this service is calculated at 1/20 of the replacement cost. The current replacement cost is \$516,000. If this Agreement is entered into mid-year, the annual cost will be prorated accordingly.

The CITY may opt out of this Agreement at any time in writing and the costs will be prorated accordingly by fiscal year. No refunds will be provided for any prior payments. If the fire engine(s) have been titled to the COUNTY and the fire engine(s) are still within their useful life cycle, the ownership will not revert back to the CITY unless the entire Cooperative Agreement is terminated.

EXHIBIT "D"

TO THE COOPERATIVE AGREEMENT TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, FIRE MARSHAL, RESCUE AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF MENIFEE DATED JULY 1, 2019

PAYMENT FOR ADDITIONAL SERVICES OFFICE OF THE FIRE MARSHAL AGREEMENT

The Fire Marshal Agreement is utilized in the event a CITY elects to fund locally direct COUNTY Fire Marshal personnel at the CITY to perform the duties of the Office of the Fire Marshal. These duties include:

For conformance with applicable laws, codes and regulations concerning fire protection and life safety -

- Review Planning and Development Cases for the CITY
- Review and inspection of construction development for the CITY
- State mandated Fire/Life Safety Inspections in accordance with Health and Safety Code 13146.1, 13146.2, 13146.3, 13217 and 13235
- Review, Permitting and Inspection of Special Events
- Investigation of fire safety complaints
- Meeting with development applicants and customers

Administrative activities -

- Creation and maintenance of forms for review and inspection of construction development and fire/life safety inspections.
- Provide information to customers on CITY Ordinances and Standards for construction
- Creation and maintenance of Information Bulletins, Technical Policies and Standards for Fire Protection in the CITY
- Provide recommendations on updating CITY Ordinances and Standards in regards to fire/life safety

In the event CITY desires an increase in the Office of the Fire Marshal duties services provides, CITY shall provide sixty (60) days written notice of the proposed increase in services. COUNTY is under no obligation to approve any requested increase. COUNTY shall render a written decision on whether to allow or deny the increase within thirty (30) days of the notice provided pursuant to this section.

It is the CITY responsibility to provide funding for all direct operating supplies for each position in accordance with COUNTY requirements and/or standards. These supplies include, but are not limited to:

- Vehicle and regular maintenance
- Training
- Office space, furniture, Code & Standard reference books, and general & field supplies

- All IT and Communication tools (such as cell phone, computer, etc.)
- Uniform costs

All costs including salaries and benefits will be included in each quarterly invoice as outlined in the Cooperative Agreement.

The CITY may opt out of this Exhibit and eliminate funding for locally direct COUNTY Fire Marshal personnel at the CITY in writing with a minimum notice of one hundred and twenty (120) days. The costs will be prorated accordingly by services provided and fiscal year.

It is the responsibility of the CITY to obtain cost recovery for the Fire Marshal services provided by these personnel for the CITY.