

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



**ITEM: 3.19**  
(ID # 27928)

**MEETING DATE:**  
Tuesday, July 01, 2025

**FROM :** FIRE DEPARTMENT

**SUBJECT:** FIRE DEPARTMENT: Approval and ratification of the Mutual Aid Agreement between the County of Riverside and the State of California Department of Corrections and Rehabilitation Ironwood Fire Department to provide fire protection and rescue for five (5) years. District: 4 [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and Ratify the attached Cooperative Agreement for the purpose of Mutual Aid Fire Protection and Emergency Services between County of Riverside on behalf of the Fire Department and the State of California Department of Corrections and Rehabilitation Ironwood Fire Department; and
2. Authorize the Chair of the Board to execute this Mutual Aid Agreement on behalf of the County.

**ACTION:**

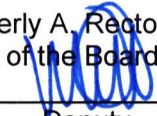
  
Bill Weiser, Fire Department Chief 6/17/2025

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: July 1, 2025  
xc: Fire

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: N/A</b>			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 24/25–28/29</b>	

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

**BACKGROUND:**

**Summary**

The County of Riverside Fire Department desires to contract Mutual Aid Fire Protection Services with Ironwood State Prison Fire Department, and as such, the two agencies have reached an agreement as to the level of services to be provided. Under this Agreement, in some circumstances, the Ironwood State Prison Fire Department will respond to fire and emergency medical/rescue incidents outside of the Ironwood State Prison Fire Department, and that in some circumstances the Riverside County Fire Department will respond to fire and emergency medical/rescue incidents within the jurisdictional boundaries of the Ironwood State Prison Fire Department. The agreement can be terminated by either Party, at its sole discretion for any or no reason, by giving ninety (90) days' written notice to the other Party.

**Impact on Residents and Businesses**

The County of Riverside and the Ironwood State Prison Fire Department will benefit from the Mutual Aid Fire Protection Services, by securing mutual aid in fire protection, in the protection of life and property from fire, and in fire fighting for the residents and visitors of both areas. The Mutual Aid Fire Protection Services will also create a greater and better relationship between both Parties.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

No payment shall be made between the Parties as compensation for any series performed pursuant to this Agreement. Should the requesting Party pursue cost recovery, as allowed by Health and Safety Code section 13009 or other applicable law as amended from time to time, then that Party shall bill on behalf of the responding Party for all its reimbursable costs and expenses incurred in responding to the incident.

**Contract History and Price Reasonableness**

There is no previous Mutual Aid Fire Protection and Emergency Services between the County of Riverside and Ironwood State Prison Fire Department.

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

*Geoff Pemberton*  
Geoff Pemberton, Chief Deputy County Fire

6/16/2025

*George Trindle*  
George Trindle, Chief ASST COUNTY COUNSEL

6/20/2025

*Rebecca S Cortez*  
Rebecca S Cortez, Principal Management Analyst

6/23/2025

1 Board of Supervisors

County of Riverside

2  
3 **RESOLUTION NO. 2025-122**

4 **AUTHORIZATION FOR THE MUTUAL AID AGREEMENT**

5 **BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF CORRECTIONS AND**  
6 **REHABILITATION IRONWOOD STATE PRISON FIRE DEPARTMENT AND THE COUNTY OF**  
7 **RIVERSIDE**

8  
9 WHEREAS, the Board of Supervisors of the County of Riverside, State of California, on behalf of  
10 its Fire Department, desires to enter a five-year Mutual Aid Agreement with the State of California,  
11 Department of Corrections and Rehabilitation Ironwood State Prison Fire Department (“Ironwood State  
12 Prison Fire Department”), to begin July 1, 2024; and

13 WHEREAS, the Mutual Aid Agreement with the Ironwood State Prison Fire Department will have  
14 the duty of fire protection and rescue within its respective jurisdiction, and it has agreed it would be to the  
15 benefit of each party that the services of such be in some circumstances, extended outside of that party’s  
16 jurisdictional boundaries; and

17 NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of  
18 Supervisors of the County of Riverside, State of California, in regular session assembled on July1, 2025,  
19 at 9:30 a.m. in the meeting room of the Board of Supervisors, located on the 1st floor of the County  
20 Administrative Center, 4080 Lemon Street, Riverside, CA, approves and authorizes the Mutual Aid  
21 Agreement for between the State of California, Department of Corrections and Rehabilitation Ironwood  
22 State Prison Fire Department and the County of Riverside for a five-year term beginning on July 1, 2024;  
23 and

24 BE IT FURTHER RESOLVED, DETERMINED AND ORDERED by the Board of Supervisors of  
25 the County of Riverside that the Chair of the Board is hereby authorized and directed to execute on behalf  
26 of the County of Riverside said Agreement attached hereto.  
27  
28

JUL 01 2025 3.19

FORM APPROVED COUNTY COUNSEL  
BY: ACG 7-8-25  
DATE  
AARON C. GETTIS

2  
3 RESOLUTION NO. 2025-122

4 AUTHORIZATION FOR THE MUTUAL AID AGREEMENT BETWEEN THE STATE OF  
5 CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION  
6 IRONWOOD STATE PRISON FIRE DEPARTMENT AND THE COUNTY OF RIVERSIDE

7 ROLL CALL:

8 Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez

9 Nays: None

10 Absent: None

11  
12  
13 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of  
14 Supervisors on the date therein set forth.

15  
16 KIMBERLY A. RECTOR, Clerk of said Board

17  
18 By:  \_\_\_\_\_

19 Deputy

# RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, July 1, 2025, that the Chair is authorized and directed to execute on behalf of said County the Standard Agreement ID: C5612540 between Riverside County and the State of California Department of Corrections and Rehabilitation, Ironwood State Prison Fire Department providing for: Fire Protection and Rescue Services for Five (5) years.

## ROLL CALL:

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Abstain: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KIMBERLY A. RECTOR, Clerk of the Board

BY: \_\_\_\_\_

Deputy

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER <b>C5612540</b>	to Riverside County Clerk of the Board, Stop 1010 Post Office Box 1147, Riverside, Ca 92502-1147 Thank you. PURCHASING AUTHORITY NUMBER (If Applicable)
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME  
California Department of Corrections and Rehabilitation

CONTRACTOR NAME  
County of Riverside, on behalf of its Fire Department

2. The term of this Agreement is:

START DATE  
July 1, 2024

THROUGH END DATE  
June 30, 2029

3. The maximum amount of this Agreement is:  
\$0.00  
Zero 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.

Exhibits	Title	Pages
Exhibit A	Mutual Aid Agreement	6
Exhibit A-1	2024 Operating Plan	3
Exhibit A-2	Operational Area Map	1
+ - Exhibit B	CDCR 2301 PREA Policy Information for Volunteers and Contractors	3

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)  
County of Riverside, on behalf of its Fire Department

FORM APPROVED COUNTY COUNSEL  
BY: Melissa R. Cushman DATE June 19, 2025  
MELISSA R. CUSHMAN

CONTRACTOR BUSINESS ADDRESS  
210 West San Jacinto Ave

CITY  
Perris

STATE  
CA

ZIP  
92570

PRINTED NAME OF PERSON SIGNING  
V. Manuel Perez

TITLE  
Chair


CONTRACTOR AUTHORIZED SIGNATURE  


DATE SIGNED  
JUL 01 2025

ATTEST:  
KIMBERLY A. RECTOR, Clerk  


**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME  
California Department of Corrections and Rehabilitation

By   
DEPUTY

CONTRACTING AGENCY ADDRESS  
9838 Old Placerville Road, Suite B-2

CITY  
Sacramento

STATE  
CA

ZIP  
95827

PRINTED NAME OF PERSON SIGNING  
MICHAEL WHITE

TITLE  
Section Chief, Service Contracts Section

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)  
I hereby certify that all conditions for exemption have been complied with and this contract is exempt from the Department of General Services Approval, per DGS Exemption Letter #CDCR 5.1

Contracting Agency Authorized Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER <b>C5612540</b>	PURCHASING AUTHORITY NUMBER (If Applicable)
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California Department of Corrections and Rehabilitation

CONTRACTOR NAME

County of Riverside, on behalf of its Fire Department

2. The term of this Agreement is:

START DATE

July 1, 2024

THROUGH END DATE

June 30, 2029

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\$0.00

Zero Dollars and Zero Cents

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Exhibits	Title	Pages
Exhibit A	Mutual Aid Agreement	6
Exhibit A-1	2024 Operating Plan	3
Exhibit A-2	Operational Area Map	1
+ - Exhibit B	CDCR 2301 PREA Policy Information for Volunteers and Contractors	3

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

**FORM APPROVED COUNTY COUNSEL**

BY:   
MELISSA R. CUSHMAN DATE

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Riverside, on behalf of its Fire Department

CONTRACTOR BUSINESS ADDRESS

210 West San Jacinto Ave

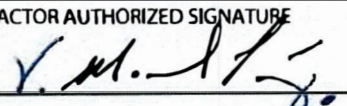
CITY	STATE	ZIP
Perris	CA	92570

PRINTED NAME OF PERSON SIGNING

V. Manuel Perez

TITLE  
Chair

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED JUL 01 2025

ATTEST:  
KIMBERLY M. BECTOR, Clerk

**STATE OF CALIFORNIA**

By   
DEPUTY

CONTRACTING AGENCY NAME

California Department of Corrections and Rehabilitation

CONTRACTING AGENCY ADDRESS

9838 Old Placerville Road, Suite B-2

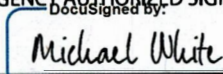
CITY	STATE	ZIP
Sacramento	CA	95827

PRINTED NAME OF PERSON SIGNING

MICHAEL WHITE

TITLE  
Section Chief, Service Contracts Section

CONTRACTING AGENCY AUTHORIZED SIGNATURE

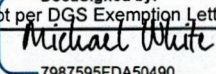
DocuSigned by:  
  
Michael White

DATE SIGNED  
8/5/2025

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)  
I hereby certify that all conditions for exemption have been complied with and this contract is exempt from the Department of General Services Approval.

DocuSigned by:  
Exempt per DGS Exemption Letter #6 Date: 8/5/2025

By   
7987595FDA50490...

JUL 01 2025 3.19

**MUTUAL AID AGREEMENT  
THE CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION  
IRONWOOD STATE PRISON FIRE DEPARTMENT  
AND  
RIVERSIDE COUNTY FIRE DEPARTMENT**

This Mutual Aid Agreement (MAA) is executed July 1, 2024, in the State of California between the County of Riverside on behalf of the Fire Department (RCFD) and the California Department of Corrections and Rehabilitation (CDCR), Ironwood State Prison (ISP).

**RECITALS**

Both the Riverside County Fire Department (RCFD) and the Ironwood State Prison (ISP) Fire Department maintain an organized and equipped Fire Department, charged with the duty of fire protection and rescue within their respective jurisdiction and they have agreed it would be to the benefit of each party, that the services of such be, in some circumstances, extended outside of their jurisdictional boundaries.

The parties both desire that in some circumstances ISP Fire Department will respond to fire and emergency medical and rescue incidents outside of the corporate boundaries of the ISP Fire Department, and that in some circumstances the RCFD will respond to fire and emergency medical and rescue incidents within the jurisdictional boundaries of the ISP Fire Department.

**NOW, THEREFORE, AND IN CONSIDERATION OF THE MUTUAL PROMISES,  
COVENANTS AND CONDITIONS HEREINAFTER SET FORTH, THE PARTIES  
HERE TO AGREE AS FOLLOWS:**

That the specific details of the services to be provided under this Agreement shall be determined by the respective Warden of the ISP Fire Department and the respective Fire Chief of the Riverside County Fire Department. These services shall be detailed in an Operating Plan which the Warden and Fire Chief shall develop and annually review. The amended 2024 Annual Operating Plan shall become part of this Agreement as Exhibit A-1. The Warden and Fire Chief of the parties from time to time may amend Exhibit A-1, 2024 Annual Operating Plan attached hereto by mutual consent.

Pursuant to the authority granted by Section 55632 of the California Government Code, (California Disaster and Civil Defense Master Mutual Aid Agreement), the parties agree to respond to emergency incidents outside of their geographical jurisdictions, and into the geographical jurisdiction of the other in accordance with the terms of this Agreement Exhibit A-2, Operational Area Map.

Each party shall maintain Worker's Compensation Insurance covering its own employees without cost to the other agency, and each agency shall pay its own personnel without cost to the other agency.

Each of the parties shall be fully responsible for all repair and maintenance, including gas, oil, lubrication, parts, replacement, and repair of casualty damage of all of its own apparatus equipment used pursuant to this Agreement while said equipment is used outside of its geographical boundaries.

Each party will be responsible to provide the law enforcement and traffic control personnel within its own geographical boundaries.

The Warden and Fire Chief of the parties shall have joint authority and responsibility for the administration of this Agreement which they may delegate to their agents or employees in their respective Fire Departments.

The agency receiving aid shall provide (if possible) an officer of its Fire Department, who will be in charge and direct activities and assume the responsibility for releasing all Fire Department resources from the scene.

No payment of any kind shall be made between the parties as compensation for any services performed pursuant to this Agreement. Services performed for no compensation are limited to staffed fire apparatus, rescue squads aerial fire apparatus, and overhead (chief officer) personnel and associated equipment.

1. **Indemnification**

To the fullest extent permitted by law, RCFD shall defend, indemnify and hold harmless CDCR and its directors, officers, employees, representatives and agents from and against all allegations, claims, actions, suits, demands, damages, liabilities, obligations, losses, settlements, judgments, penalties, fines, costs and expenses (including, but not limited to attorney fees and costs) arising out of, relating to, resulting from or in connection with the performance of this Agreement, due to the acts, errors or omissions of RCFD or anyone for whom RCFD is legally responsible.

To the fullest extent permitted by law, and subject to the availability of funds, the CDCR shall defend, indemnify and hold harmless the RCFD and its directors, officers, employees, representatives and agents from and against all allegations, claims, actions, suits, demands, damages, liabilities, obligations, losses, settlements, judgments, penalties, fines, costs and expenses (including, but not limited to attorney fees and costs) arising out of, relating to, resulting from or in connection with the performance of this Agreement, due to the acts, errors or omissions of the CDCR or anyone for whom the CDCR is legally responsible.

2. **Right to Terminate**

The parties agree that either party may cancel this Agreement by giving the other party written notice ninety (90) days in advance of the effective date of such cancellation.

The State may terminate this Agreement should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State.

This Agreement shall be effective as of the day and year herein above written and continue until terminated by either party as the provisioning above. In the event of cancellation, notice shall be given to the ISP Fire Department at 19025 Wiley's Well Road, Blythe, CA 92225 or the Riverside County Fire Department at 210 West San Jacinto Avenue, Perris, CA 92570.

3. **Liability for Loss and Damages**

Any damages caused by the RCFD to the State's facility including equipment, furniture, materials or other State property, will be repaired or replaced by the RCFD to the satisfaction of the State at no cost to the State.

4. **Extension of Term**

When it is determined to be in the best interest of the State, this Agreement may be amended to extend the term for services as agreed upon by the parties.

5. **Prison Rape Elimination Policy**

CDCR maintains a zero tolerance for sexual misconduct in its institutions, community correctional facilities, conservation camps and for all offenders under its jurisdiction. All sexual misconduct is strictly prohibited.

CDCR is committed to providing a safe, humane, secure environment, free from sexual misconduct. This will be accomplished by maintaining a program to ensure education, prevention, detection, response, investigation, and tracking of sexual misconduct and to address successful community re-entry of the victim.

RCFD and their employees are expected to ensure compliance with this policy as described in Department Operations Manual, Chapter 5, Article 44.

If RCFD is providing services for the confinement of CDCR incarcerated persons, RCFD and RCFD staff are required to adopt and comply with the PREA standards, 28 Code of Federal Regulations (CFR) Part 115 and with CDCR's Department Operations Manual, Chapter 5, Article 44, including updates to this policy. This will include CDCR staff and outside audit personnel (who also conduct PREA audits of state prisons) conducting audits to ensure compliance with the standards.

RCFD shall not assign an employee to a CDCR facility or assign an employee to duties if that employee will have contact with CDCR incarcerated persons, if that employee has 1) engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997); 2) been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force,

overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or 3) has been civilly or administratively adjudicated to have engaged in the activity described in this section.

RCFD shall conduct a criminal background record check for each employee who will have contact with CDCR incarcerated persons and retain the results for audit purposes. By signing this Agreement, the RCFD agrees to ensure that all of the mandates of this Section 4: Prison Rape Elimination Policy are complied with. Material omissions, by the RCFD employee, regarding such misconduct or the provision of materially false information, shall be grounds for removal from institutional grounds.

RCFD employees, who have contact with incarcerated persons, shall be provided training via the Exhibit titled; "PRISON RAPE ELIMINATION POLICY, Volunteer/Contractor Informational Sheet" to learn their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures. A copy of this signed informational sheet will be provided to the institution before a RCFD employee may have contact with incarcerated persons.

Any RCFD employee who appears to have engaged in sexual misconduct of an inmate shall be prohibited from contact with incarcerated persons and shall be subject to administrative and criminal investigation. Referral shall be made to the District Attorney unless the activity was clearly not criminal. Reportable information shall be sent to relevant licensing bodies.

#### **6. Security Clearance/Fingerprinting**

The State reserves the right to conduct fingerprinting and security clearance through the Department of Justice, Bureau of Criminal Identification and Information (BCII), prior to award and at any time during the term of the Agreement, in order to permit RCFD and RCFD's employee access to State premises. The State further reserves the right to terminate the Agreement should a threat to security be determined.

#### **7. Tuberculosis (TB) Testing**

In the event that the services required under this Agreement will be performed within a CDCR institution, parole office, or community-based program, RCFD and their employees who are assigned to work with, near, or around incarcerated persons or parolees shall be required to be examined and tested or medically evaluated by a licensed healthcare provider for TB in an infectious or contagious stage prior to the performance of contracted duties, and at least once a year thereafter (within 12 months of their initial or previous TB test under this contract), or more often as directed by CDCR.

Contractors and their employees who have any contact (physical or nonphysical) with incarcerated persons or parolees, shall be required to furnish to the CDCR Program or Institution Contract Manager, at no cost to CDCR, a documented Tuberculosis (TB) evaluation or test for TB infection (Tuberculin Skin Test (TST) or a blood test Interferon Gamma Release Assay (IGRA) completed within (30) thirty days of the start date of the services and be certified to be free of TB in an infectious or contagious stage by a licensed healthcare provider prior to assuming their contracted duties and annually thereafter.

***The following provisions apply to services provided on departmental and/or institution grounds:***

#### **8. Bloodborne Pathogens**

RCFD shall adhere to California Division of Occupational Safety and Health (CAL-OSHA) regulations and guidelines pertaining to bloodborne pathogens.

#### **9. Primary Laws, Rules, and Regulations Regarding Conduct and Association with State Prison Incarcerated Persons and Division of Juvenile Justice Wards**

Individuals who are not employees of the California Department of Corrections and Rehabilitation (CDCR), but who are working in and around incarcerated persons who are incarcerated, or wards who are housed within California's institutions, facilities, or camps, are to be apprised of the laws, rules and regulations governing conduct in associating with prison incarcerated persons or wards. The following is a summation of pertinent information when non-departmental employees come in contact with prison incarcerated persons or wards.

By signing this contract, the RCFD agrees that if the provisions of the contract require the RCFD to enter an

institution, facility, or camp, the RCFD and any employee(s) or subcontractor(s) shall be made aware of and shall abide by the following laws, rules and regulations governing conduct in associating with prison incarcerated persons or wards:

- a. Persons who are not employed by CDCR but are engaged in work at any institution/facility or camp must observe and abide by all laws, rules and regulations governing the conduct of their behavior in associating with prison incarcerated persons or wards. Failure to comply with these guidelines may lead to expulsion from CDCR institutions/facilities or camps.

SOURCE: California Penal Code (PC) Sections 5054 and 5058; California Code of Regulations (CCR), Title 15, Sections 3285 and 3415, and California Welfare and Institutions Code (WIC) Section 1712.

- b. CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy and all prison incarcerated persons, wards, visitors, and employees shall be made aware of this.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3304 and 4603; WIC Section 1712.

- c. All persons entering onto institution/facility or campgrounds consent to search of their person, property or vehicle at any time. Refusal by individuals to submit to a search of their person, property, or vehicle may be cause for denial of access to the premises.

SOURCE: PC Sections 2601, 5054 and 5058; CCR, Title 15, Sections 3173, 3177, 3288, 4696, and 4697; WIC 1712.

- d. Persons normally permitted to enter an institution/facility or camp may be barred, for cause, by the CDCR Director, Warden, and/or Regional Parole Administrator.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3176(a) and 4696; WIC Section 1712.

- e. It is illegal for an individual who has been previously convicted of a felony offense to enter into CDCR adult institutions/facilities or camps, or youth institutions/facilities or camps in the nighttime, without the prior approval of the Warden or officer in charge. It is also illegal for an individual to enter onto these premises for unauthorized purposes or to refuse to leave said premises when requested to do so. Failure to comply with this provision could lead to prosecution.

SOURCE: PC Sections 602, 4570.5 and 4571; CCR, Title 15, Sections 3173 and 3289; WIC Section 1001.7.

- f. Encouraging and/or assisting prison incarcerated persons to escape, is a crime. It is illegal to bring firearms, deadly weapons, explosives, tear gas, drugs, or drug paraphernalia on CDCR institutions/facilities or camp premises. It is illegal to give prison incarcerated persons or wards firearms, explosives, alcoholic beverages, narcotics, or any drug or drug paraphernalia, including cocaine or marijuana. It is illegal to give wards sex-oriented objects or devices, and written materials and pictures whose sale is prohibited to minors.

SOURCE: PC Sections 2772, 2790, 4533, 4535, 4550, 4573, 4573.5, 4573.6 and 4574; Title 15, Sections 4681 and 4710; WIC Sections 1001.5 and 1152.

- g. It is illegal to give or take letters from incarcerated persons or wards without the authorization of the Warden or officer in charge. It is also illegal to give or receive any type of gift and/or gratuities from prison incarcerated persons or wards.

SOURCE: PC Sections 2540, 2541 and 4570; CCR, Title 15, Sections 3010, 3399, 3401, 3424, 3425 and 4045; WIC Section 1712.

- h. In an emergency situation, the visiting program and other program activities may be suspended.

SOURCE: PC Section 2601; CCR, Title 15, Sections 3383, 4002.5 and 4696.

- i. For security reasons, visitors must not wear clothing that in any way resembles state issued prison inmate or ward clothing (blue denim shirts, blue denim pants).

SOURCE: CCR, Title 15, Section 3174(b)(1) and 4696.

- j. Interviews with SPECIFIC INCARCERATED PERSONS are not permitted. Conspiring with an inmate to circumvent policy and/or regulations constitutes a rule violation that may result in appropriate legal action. Interviews with individual wards are permitted with written consent of each ward if he is 18 years of age or older, or with written consent of a parent, legal guardian, or committing court, if 17 years of age or younger.

SOURCE: CCR, Title 15, Sections 3261.5, 3315(a)(3)(X), and 3177 and 4700(a)(1).

#### **10. Clothing Restrictions**

While on institution grounds, RCFD and all its agents, employees, and representatives shall be professionally and appropriately dressed in clothing distinct from that worn by incarcerated persons at the institution. Specifically, blue denim pants and blue chambray shirts; orange, red, yellow, white, or chartreuse jumpsuits; and yellow rainwear shall not be worn onto institution grounds, as this is inmate attire. The RCFD should contact the institution regarding clothing restrictions prior to requiring access to the institution to assure the RCFD and their employees are in compliance.

#### **11. Tobacco-Free Environment**

Pursuant to Penal Code Section 5030.1, the use of tobacco products by any person on the grounds of any institution or facility under the jurisdiction of CDCR is prohibited.

#### **12. Security Regulations**

- a. Unless otherwise directed by the entrance gate officer or Contract Manager, the RCFD, RCFD's employees, and subcontractors shall enter the institution through the main entrance gate and park private and nonessential vehicles in the designated visitor's parking lot. RCFD, RCFD's employees, and subcontractors shall remove the keys from the ignition when outside the vehicle and all unattended vehicles shall be locked and secured while on institution grounds.
- b. Any State- and RCFD-owned equipment used by the RCFD for the provision of contract services, shall be rendered temporarily inoperative by the RCFD when not in use, by locking or other means unless specified otherwise.
- c. In order to maintain institution safety and security, periodic fire prevention inspections and site searches may become necessary, and RCFD must furnish keys to institutional authorities to access all locked areas on the worksite. The State shall in no way be responsible for RCFD's loss due to fire.
- d. Due to security procedures, the RCFD, RCFD's employees, and subcontractors may be delayed at the institution vehicle/pedestrian gates and sally ports. Any loss of time checking in and out of the institution gates and sally ports shall be borne by the RCFD.
- e. RCFD, RCFD's employees, and subcontractors shall observe all security rules and regulations and comply with all instructions given by institutional authorities.
- f. Electronic and communicative devices such as pagers, cell phones, cameras, and micro cameras are not permitted on institution grounds.
- g. RCFD, RCFD's employees, and subcontractors shall not cause undue interference with the operations of the institution.
- h. No picketing is allowed on State property.

#### **13. Gate Clearance**

RCFD and RCFD's employee(s) and/or subcontractor(s) must be cleared prior to providing services. The RCFD will be required to complete a Request for Gate Clearance for all persons entering the facility a minimum of ten (10) working days prior to commencement of service. The Request for Gate Clearance must include the person's name, social security number, valid state driver's license number or state identification card number and date of birth. Information shall be submitted to the Contract Liaison or his/her designee. CDCR uses the Request for Gate Clearance to run a California Law Enforcement Telecommunications

System (CLETS) check. The check will include Department of Motor Vehicles check, Wants and Warrants check, and Criminal History check.

Gate clearance may be denied for the following reasons: Individual's presence in the institution presents a serious threat to security, individual has been charged with a serious crime committed on institution property, inadequate information is available to establish positive identity of prospective individual, or individual has deliberately falsified his or her identity.

All persons entering the facilities must have a valid state driver's license or photo identification card on their person.

**14. CDCR CONTACT INFORMATION**

- Contract Representative:  
Steven Jenkins, Procurement & Services Officer II, ISP  
Phone Number: (760) 922-5300 ext. 4385  
Email: [Steven.Jenkins@gmail.com](mailto:Steven.Jenkins@gmail.com)
- ISP Fire Chief  
Richard Selph  
Phone Number: (760) 922-5300 ext. 7700  
Email: [Richard.Selph@cdcr.ca.gov](mailto:Richard.Selph@cdcr.ca.gov)
- General Agreement Issues:  
Office of Business Services  
Contracts Management Branch  
Phone Number: (279) 223-1770  
Email: [m\\_cdcrobscontracts@cdcr.ca.gov](mailto:m_cdcrobscontracts@cdcr.ca.gov)

**2024 ANNUAL OPERATING PLAN  
RIVERSIDE COUNTY FIRE DEPARTMENT  
and  
IRONWOOD STATE PRISON FIRE DEPARTMENT  
2024 ANNUAL OPERATING PLAN**

This 2024 Annual Operating Plan is adopted pursuant to the Mutual Aid Agreement dated July 1, 2024, between the County of Riverside on behalf of the Fire Department (RCFD) and the Ironwood State Prison (ISP) Fire Department. RCFD and ISP are referred to individually herein as the "Party" or the "Agency" and are collectively referred to herein as the "Parties". The following Operating Plan outlines the dispatching, emergency incident response and command and control elements to implement the Mutual Aid Agreement.

This Exhibit A-1, 2024 Operating Plan and Exhibit A-2, Operational Area Map can be modified at any time with mutual written Agreement by the Fire Chief for the RCFD and the Warden for the ISP Fire

**1. RECITALS:**

Department.

1. The RCFD is a local government Agency governed by the Riverside County Board of Supervisors and provides life and property fire protection, emergency medical services (EMS) response, hazardous materials response including hazardous material response team(s), technical rescue, and related emergency services. The RCFD generally protects the unincorporated area of the county, its contractual partner cities, and a community services district.
2. The ISP Fire Department is a subdivision of the ISP Prison. The ISP and its Fire Department are administered by the California Department of Corrections and Rehabilitation (CDCR). The ISP Fire Department provides life and property fire protection, emergency medical services (EMS) response, hazardous materials response, technical rescue, and related emergency services. The ISP Fire Department protects Ironwood State Prison.
3. The California Department of Forestry and Fire Protection (CAL FIRE) is responsible for wildland fire protection in State Responsibility Area (SRA) per Public Resources Code Sections 4125-4127. None of the ISP jurisdiction is within State Responsibility Area.  
In addition to providing wildland fire protection, CAL FIRE enters into cooperative fire protection Agreements with local governments such as has been the case in Riverside County since 1931.
4. RCFD is dispatched by the RCFD Emergency Command Center (Perris ECC) located in Perris, CA.
5. The following radio equipment is on loan to ISP from RCFD. The purpose of the radio equipment is to provide a means of communication between ISP and RCFD on mutual aid incidents.
  - a. Radio Equipment Inventory:
    - I. Base Station: Kenwood TK-790, SX5928, Serial # 90200208
6. The Perris ECC also serves as the dispatch center for the Riverside County Fire Department and Rescue Operational Area coordinating all mutual aid activity within the County.
7. Response as part of this Mutual Aid Agreement will be without expectation of cost reimbursement and will be considered Master Mutual Aid (MMA) unless criteria is met for reimbursement via another source.
8. Both Agencies will adhere to EMS policies, procedures and protocols as required by the Riverside County EMS Agency and the California EMS Authority. Most regulations will appear in Health and Safety Code Section 1797 et al.
9. It is desire of both agencies to render automatic aid to other in order to protect the health and safety of both jurisdictions.

**2. EMERGENCY INCIDENT RESPONSE**

1. Each of the Parties hereto will respond the appropriate apparatus and equipment dependent on availability of resources and as dispatched by their dispatch center to the geographical area(s) shown on Exhibit A-2 Operational Area Map.

2. The services to be rendered pursuant to this Agreement shall consist of providing first alarm fire response, emergency medical response, technical rescue response and hazardous materials response. Each Agency agrees to also provide, when and where possible, all its own additional apparatus and equipment necessary in the event of a second or third alarm involvement within its own geographical boundaries or to request mutual aid from the operating area.
3. Each Agency to this Agreement shall warrant that it has sufficient equipment and personnel to handle normal involvements for which it shall be responsible under this Agreement, except this Agreement shall not require either Agency to deplete its own resources to the detriment of its normal public safety emergency responsibility. This shall be at the Duty Officer's discretion.
4. The agreed practice to follow in requesting resources for day-to-day mutual aid emergencies is for the requesting Agency to first reasonably exhaust its own local resources. When requesting assistance, the Agency requesting assistance should be prepared to give the following information:
  1. Name of the Department.
  2. Telephone number.
  3. Name and title of person calling.
  4. Type of mutual aid desired.
  5. Type and number of resources requested.
  6. Time, place, and person to whom the requested aid should report.
5. Both Agencies may provide to each other, upon request, any special equipment needed to meet unusual emergency needs, provided such special equipment is available. This will only apply to resources considered Master Mutual Aid. Resources other than master mutual aid may be considered Assistance by Hire (ABH). This may include chief or fire officer response as well as approved apparatus and equipment upon request. CAL FIRE dozers, crews and aircraft are not considered mutual aid nor is a hazardous materials response team and apparatus.
6. All resource requests over and above the first alarm from each Agency will be considered Master Mutual Aid unless covered by another cost reimbursement Agreement (CFAA, CFMA et al).
7. The Incident Command System (ICS) will be the only system used for the command of emergencies. The Agency Having Jurisdiction (AHJ) always has the command responsibility and the final authority as to strategy and tactics at the incident. The AHJ resource will assume command from the other Agency upon arrival. When responding into the other Agency's jurisdiction, the responding unit becomes a resource of the receiving unit and, as such, is under the control of that Agency until released. Under master mutual aid, an Agency can recall assigned resources at any time. Of course, serious consideration must be extended to the receiving Agency if resources(s) are recalled during a working emergency. Regardless of jurisdiction, the first arriving unit must initiate command and seek control of the incident until a representative from the AHJ arrives on scene.
8. Mutual Aid shall apply only to emergency incidents, and shall not apply to non-emergency situations such as water removals, standbys, public assistance, etc.
9. Command support and tactical radio frequencies will be determined and assigned by jurisdictional dispatch center based upon established communication plans.
10. The responsibility for requesting medic ambulances, law enforcement or CHP, will be made through the Incident Commander (IC) to the jurisdictional dispatch center.
11. RCFD and ISP may share radio frequencies for training, emergency incidents, and joint resource operations.
12. Logistical support of emergencies will be the responsible of the AHJ.

### 3. DISPATCH PROCEDURES

As part of this Agreement, two (2) response areas are identified with typical mutual aid responses listed. These two (2) areas are:

- a. Station 45 Response Area: Interstate 10 from Mesa Drive to 30 Mile Curve

b. Station 49 Response Area: Interstate 10 from 30 Mile Curve to Corn Springs Road

**4. CDCR CONTACT INFORMATION**

- Contract Representative:  
Steven Jenkins, Procurement & Services Officer II, ISP  
Phone Number: (760) 922-5300 ext. 4385  
Email: [Steven.Jenkins@gmail.com](mailto:Steven.Jenkins@gmail.com)
- ISP Fire Chief  
Richard Selph  
Phone Number: (760) 922-5300 ext. 7700  
Email: [Richard.Selph@cdcr.ca.gov](mailto:Richard.Selph@cdcr.ca.gov)
- General Agreement Issues:  
Office of Business Services  
Contracts Management Branch  
Phone Number: (279) 223-1770  
Email: [m\\_cdcrobscontracts@cdcr.ca.gov](mailto:m_cdcrobscontracts@cdcr.ca.gov)



Point A Corn Springs to point B Mesa Verde

The Prison Rape Elimination Policy for the California Department of Corrections and Rehabilitation (CDCR) is explained on this informational sheet. As a volunteer or private contractor who has contact with CDCR offenders, it is your responsibility to do what you can, within the parameters of your current assignment, to reduce incidents of sexual violence, staff sexual misconduct, and sexual harassment and to report information appropriately when they are reported to you or when you observe such an incident. For purposes of this Policy, the word "staff" includes volunteers and private contractors.

### **Historical Information**

Both the Congress and State Legislature passed laws, the Federal Prison Rape Elimination Act (PREA) of 2003, the Sexual Abuse in Detention Elimination Act, Chapter 303, Statutes of 2005, and most recently the United States, Department of Justice Final Rule; National Standards of 2012 to help prevent, detect, and respond to sexual violence, staff sexual misconduct, and sexual harassment behind bars. It is important that we, as professionals, understand all aspects of these laws and our responsibilities to help prevent, detect, and respond to instances by offenders and staff.

### **CDCR Policy**

The CDCR policy is found in Department Operations Manual (DOM), Chapter 5, Article 44. PREA addresses five types of sexual offenses. Sexual violence committed by offenders against offenders encompasses: abusive sexual contact, non-consensual sex acts, and sexual harassment by an offender. Other sections covered by PREA include staff sexual misconduct towards an offender and staff sexual harassment towards an offender.

CDCR's policy provides for the following:

- CDCR is committed to continuing to provide a safe, humane, secure environment, free from offender on offender sexual violence, staff sexual misconduct, and sexual harassment.
- CDCR maintains zero tolerance for sexual violence, staff sexual misconduct, and sexual harassment in its institutions, community correctional facilities, conservation camps, and for all offenders under its jurisdiction.
- All sexual violence, staff sexual misconduct, and sexual harassment is strictly prohibited.
- This policy applies to all offenders and persons employed by the CDCR, including volunteers and independent contractors assigned to an institution, community correctional facility, conservation camp, or parole.

Retaliatory measures against employees or offenders who report incidents of sexual violence, staff sexual misconduct, or sexual harassment as well as retaliatory measures taken against those who cooperate with investigations shall not be tolerated and shall result in disciplinary action and/or criminal prosecution. Retaliatory measures include, but are not limited to:

- Coercion.
- Threats of punishments.
- Any other activities intended to discourage or prevent staff or offenders from reporting incident(s).

### **Professional Behavior**

Staff, including volunteers and private contractors are expected to act in a professional manner while on the grounds of a CDCR institution and while interacting with other staff and offenders. Key elements of professional behavior include:

- Treating everyone, staff and offenders alike, with respect.
- Speaking without judging, blaming, or being demeaning.
- Listening to others with an objective ear and trying to understand their point of view.
- Avoiding gossip, name calling, and what may be perceived as offensive or "off-color" humor.
- Taking responsibility for your own behavior.

**Preventative Measures**

You can help reduce sexual violence, staff sexual misconduct, and sexual harassment by taking various actions during the performance of your duties as a volunteer or private contractor.

The following are ways in which you can help:

- Know and enforce the rules regarding the sexual conduct of offenders.
- Be professional at all times.
- Make it clear that sexual activity is not acceptable.
- Treat any suggestion or allegation of sexual violence, staff sexual misconduct, and sexual harassment as serious.
- Follow appropriate reporting procedures and assure that the alleged victim is separated from the alleged predator.
- Never advise an offender to use force to repel sexual advances.

**Detection**

All staff, including volunteers and private contractors, is responsible for reporting immediately and confidentially, to the appropriate supervisor any information that indicates an offender is being, or has been, the victim of sexual violence, staff sexual misconduct, or sexual harassment.

After immediately reporting to the appropriate supervisor, you are required to document the information you reported. You will be instructed by the supervisor regarding the appropriate form to be used for documentation.

You will take necessary action (i.e., give direction or press your alarm) to prevent further harm to the victim. Staff, including volunteers and private contractors, will request the victim does not: 1) Shower; 2) Remove clothing without custody supervision; 3) Use the restroom facilities; and 4) Consume any liquids.

*I have read the information above and understand my responsibility to immediately report any information that indicates an offender is being, or has been, the victim of sexual violence, staff sexual misconduct, or sexual harassment.*

V. Manuel Perez, Chair  
\_\_\_\_\_  
Volunteer/Contractor Name (Printed)

  
\_\_\_\_\_  
Signature of Volunteer/Contractor

\_\_\_\_\_  
Contact Telephone Number

JUL 01 2025

\_\_\_\_\_  
Date Signed

CHAIR, BOARD OF SUPERVISORS  
\_\_\_\_\_  
Current Assignment within Institution

\_\_\_\_\_  
Supervisor in Current Assignment

ATTEST:  
KIMBERLY A. RECTOR, Clerk  
By  \_\_\_\_\_  
DEPUTY

**PART B shall only be completed by contractors who, in the course of their assigned duties, have contact with inmates.**

**Duty to Report**

You are required to answer the following questions:

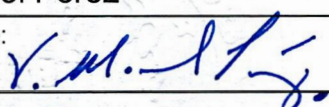
- 1) Have you ever engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, other institution?  
 Yes  No If yes, provide the date of the incident and the facility name in the space below.
- 2) Have you ever been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?  
 Yes  No If yes, provide the date of the incident and the county in the space below.
- 3) Have you ever been civilly or administratively found to have engaged in the activity described in question (2) above?  
 Yes  No If yes, provide the date of the incident and the county in the space below.
- 4) Have you ever received any disciplinary action as a result of allegations of sexual harassment of an inmate in a prison, jail, lockup, community confinement facility, or other institution?  
 Yes  No If yes, provide the date of the incident and the facility name in the space below.

If you answered "Yes" to any of the questions, please provide the date of the incident and the facility name/county where it occurred:

Date: <u>JUL 01 2025</u>
Facility/County Name: <u>County of Riverside</u>

As a contract employee, you have a continuing duty to promptly report, and you are required to notify your employer and the Appointing Authority of the Institution to which you are assigned if the answer to any of the above questions changes.

I hereby certify that there are no misrepresentations, omissions, or falsifications, and that all answers are true and correct. I understand and agree that if any material facts are discovered which differ from those facts stated by me on this form, my services to the California Department of Corrections and Rehabilitation will be discontinued and my contract employer will be notified.

Printed V. Manuel Perez	
Signature: 	Date JUL 01 2025

ATTEST:  
KIMBERLY A. REDTOR, Clerk

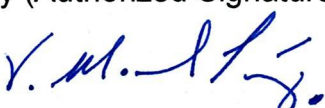
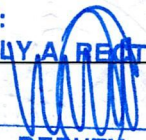
By   
DEPUTY

# Contractor Certification Clauses

CCC 04/2017

## CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed) County of Riverside	Federal ID Number 95-6000930
By (Authorized Signature) 	ATTEST: KIMBERLY A. RECTOR, Clerk  By _____ DEPUTY
Printed Name and Title of Person Signing V. Manuel Perez, Board of Supervisors Chair	
Date Executed JUL 01 2025	Executed in the County of Riverside

## CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,

JUL 01 2025 3.19

2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably

required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

## **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

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

Current State Employees (Pub. 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 (Pub. 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 Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. 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. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor 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

Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor 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.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor'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.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. 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.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor 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.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

## Generative Artificial Intelligence (GenAI) Reporting and Factsheet

### Section 1: Bidder/ Offerer / Contractor Information

C5612540

**Solicitation/ Contract**

County of Riverside Fire Department

**Business Name**

210 West San Jacinto Avenue

**Business Address**

**Number Bidder ID/ Vendor ID (optional)**

951-940-6015

**Business Telephone Number**

Perris CA 92570

City State Zip Code

**Contract / Description of Purchase**

This a mutual aid agreement to provide fire protection and rescue to Ironwood State Prison Fire Department.

### Section 2: Disclosure and Factsheet

Will you and/or your subcontractor(s) be using or offering GenAI technology, model, service, or system (collectively, "product")?

Yes  No (If no, skip to Signature section of this form.)

If yes, provide details regarding the GenAI system. See *GenAI Reporting and Factsheet Instructions* at the end of this form for more information.

Failure to provide information requested on this form may result in disqualification or may void any resulting contract.

**1. GenAI Model Name, LLM Version (including number of parameters) & list ALL model names/owners for the solution or offering**

<b>2. (GenAI powered, or driven), applications / product owner</b>	
<b>3. Product Description</b>	
<b>4. Use Case(s)</b>	
<b>5. Intended Information Domain</b>	
<b>6. Explain how the GenAI system is not adversely affecting decisions that materially impact access to, or approval for, housing or accommodations, education, employment, credit, health care, and criminal justice.</b>	

Signature

*By signing this document, I have identified and reported any GenAI use in the performance of this contract. If any new or previously unreported GenAI use is identified in the future in the performance of this contract, we will complete and submit to the State an updated OBS 1000.*

*[Handwritten Signature]*

JUL 01 2025

Signature

Date

Submit completed form to the awarding department

ATTEST:  
KIMBERLY A. RECTOR, Clerk

By

*[Handwritten Signature]*  
DEPUTY

JUL 01 2025 3.19

## GenAI Reporting and Factsheet Instructions

Please use the following definitions and instructions to complete the GenAI Reporting and Factsheet:

1. GenAI Model Name, LLM Version (including number of parameters) & list ALL model names/owners for the solution or offering
  - a. Definition: The unique identifier or name assigned to the specific GenAI model or service.
  - b. Purpose: Allows users to refer to and distinguish between different GenAI models.
2. (GenAI powered, or driven), applications/product owner:
  - a. Definition: The name of the organization or entity responsible for creating or deploying the GenAI model or service.
  - b. Purpose: Helps identify the source and accountability for the GenAI system.
3. Product Description:
  - a. Definition: A concise summary of the GenAI model's purpose, functionality, and key characteristics.
  - b. Purpose: Provides a high-level understanding for users and stakeholders.
4. Use Case(s):
  - a. Definition: The intended use or goal of the GenAI model (e.g., image recognition, natural language processing, text summarization).
  - b. Purpose: Helps users assess whether the GenAI model aligns with their needs.
5. Intended Information Domain:
  - a. Definition: The context, subject matter, or domain for which the GenAI model is designed to operate effectively.
  - b. Purpose: Helps users determine if the GenAI model is suitable for their specific use case.
6. Adverse Impact:
  - a. Explain below how you are ensuring the GenAI system is not adversely affecting decisions that materially impact access to, or approval for, housing or accommodations, education, employment, credit, health care, and criminal justice.
7. Signature:
  - a. The signatory for the Contract shall also sign the OBS 1000



## SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

Form to be completed by Vendor.

LEGAL NAME OF BUSINESS N/A

DBA

FEIN OR SSN NUMBER

### BUSINESS PHYSICAL ADDRESS

STREET

CITY

STATE

ZIP

### REMIT TO INFORMATION

(WHERE YOU WANT YOUR PAYMENTS SENT. ADDRESS MUST MATCH REMIT TO ADDRESS ON INVOICE.)

COMPANY NAME N/A

STREET(P.O. Box)

CITY

STATE

ZIP

### CONTACT INFORMATION

SALES CONTACT PERSON

ACCOUNTING CONTACT PERSON

TITLE

TITLE

PHONE

PHONE

FAX

FAX

SALES E-MAIL ADDRESS

WEB-SITE ADDRESS:

### PURCHASING INFORMATION

SERVICE

TYPE OF SERVICE PROVIDED:

COMMODITY

TYPE OF PRODUCT PROVIDED:



## SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

**BUSINESS DESIGNATION**  
 (Fill out only if registered with the Dept. of General Services)

<input type="checkbox"/> SMALL BUSINESS (SB)	CERTIFICATION# - N/A	EXPIRATION DATE
<input type="checkbox"/> MICRO BUSINESS (MB)	CERTIFICATION# - N/A	EXPIRATION DATE
<input type="checkbox"/> DVBE BUSINESS	CERTIFICATION# - N/A	EXPIRATION DATE
<input type="checkbox"/> SMALL BUSINESS PUBLIC WORK	CERTIFICATION# - N/A	EXPIRATION DATE
<input type="checkbox"/> NP VETERAN SERVICE AGENCY	CERTIFICATION# - N/A	EXPIRATION DATE
<input type="checkbox"/> NON-PROFIT RECOGNITION	CERTIFICATION# - N/A	EXPIRATION DATE

**TAX INFORMATION**  
 (Fill out if you expect a 1099 at the end of the year)

WITHHOLDING TAX INFORMATION	TYPE OF RECIPIENT (PLEASE SELECT ONE/ SHOULD MATCH SECTION 3 OF STD 204)
<input type="checkbox"/> RENTS	<input type="checkbox"/> CORPORATION (REGULAR) — (SELECT "ALL OTHERS" ON 204)
<input type="checkbox"/> ROYALTIES	<input type="checkbox"/> MEDICAL CORPORATION — (SELECT "MEDICAL" ON 204)
<input type="checkbox"/> OTHER INCOME (PRIZED, AWARDS)	<input type="checkbox"/> LEGAL CORPORATION — (SELECT "LEGAL" ON 204)
<input type="checkbox"/> FISHING BOAT PROCEEDS	<input type="checkbox"/> NON-PROFIT CORP. — (SELECT "EXEMPT(N. PROF)" ON 204)
<input type="checkbox"/> MEDICAL AND HEALTHCARE PAYMENTS	<input type="checkbox"/> LLC C-CORPORATION — (SELECT "ALL OTHERS" ON 204)
<input type="checkbox"/> NONEMPLOYEE COMPENSATION	<input type="checkbox"/> LLC S-CORPORATION — (SELECT "ALL OTHERS" ON 204)
<input type="checkbox"/> SUBSTITUTE PAYMENTS (DIVIDENDS/INTEREST)	<input type="checkbox"/> LLC PARTNERSHIP — (SELECT "PARTNERSHIP" ON 204)
<input type="checkbox"/> DIRECT SALES	<input type="checkbox"/> SINGLE MEMBER LLC — (SELECT "SOLE PROP, INDIV LLC" ON 204)
<input type="checkbox"/> CROP INSURANCE PROCEEDS	<input type="checkbox"/> TAX EXEMPT ORG. — (OTHER THAN NON PROFIT CORP.)
<input type="checkbox"/> EXCESS GOLDEN PARACHUTE PAYMENTS	<input type="checkbox"/> INDIVIDUAL/ SOLE PROP — (SELECT "SOLE PROP, INDIV LLC" ON 204)
<input type="checkbox"/> GROSS PROCEEDS PAID TO AN ATTORNEY	<input type="checkbox"/> ESTATE — (SELECT "ESTATE" ON 204)
<input type="checkbox"/> STATE TAX WITHHELD	<input type="checkbox"/> QUALIFIED INTERMEDIARY
	<input type="checkbox"/> ARTIST OR ATHLETE
	<input type="checkbox"/> GOVERNMENT OR INT. ORGANIZATION
	<input type="checkbox"/> NOMINEE
	<input type="checkbox"/> FIDUCIARY
	<input type="checkbox"/> AUTHORIZES FOREIGN AGENT
	<input type="checkbox"/> TYPE OF RECIPIENT UNKNOWN
	<input type="checkbox"/> PRIVATE FOUNDATION

**STOP! Only fill out this section if your company has sold their receivables to another company**

**FACTORING VENDOR** (WHEN A VENDOR SELLS RECEIVABLES TO A THIRD PARTY) ATTACH COPY OF THE LETTER FROM VENDOR NOTIFYING CDCR OF THE ASSIGNMENT

COMPANY NAME **COUNTY OF RIVERSIDE FIRE DEPARTMENT**

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DBA

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STREET(P.O. Box) **210 WEST SAN JACINTO AVENUE**

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CITY **PERRIS**

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STATE **CA** ZIP **92570**



**CERTIFICATE OF INSURANCE OR SELF-INSURANCE**

THIS IS TO CERTIFY THAT THE SELF-INSURED COVERAGE LISTED BELOW IS CURRENTLY IN EFFECT FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THIS CERTIFICATE DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH CERTIFICATE.

**COVERAGE PROVIDED IS SUBJECT TO THE TERMS AND CONDITIONS OF THE EXCESS POLICY.**

Type of Coverage	Company and Policy Number	Policy Period	Limits of Liability Bodily Injury/Property Damage
<input checked="" type="checkbox"/> Commercial General Liability Including Vehicle Liability	Self-Insured	07/01/2024 to 07/01/2025	\$1,000,000 Combined Single Limit Per Occurrence with No Aggregate Limit
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	Permissibly Self-Insured	07/01/2024 to 07/01/2025	\$2,000,000 Per Occurrence with No Aggregate Limit

The County of Riverside certifies that the above self-insured program is in effect as respect to: Compliance requirement for the Mutual Aid Agreement to provide fire protection services.

Certificate Holder	Cancellation
State of California Department of Corrections and Rehabilitation Ironwood State Prison Fire Department Attn: Zamantha Toedter 9838 Old Placerville Road, Suite B-2 Sacramento, CA 95827	In the event of cancellation of the self-insurance program or policy designated below, it is the intent of the County of Riverside to mail 30 days' prior notice thereof.

This certificate is not valid unless signed by an authorized representative of the County of Riverside, Risk Management Division

Date: May 14, 2025

Lari Camarra

cc: Letty Morales, Sr. Admin Services Analyst, Fire

DIVISION OF ADMINISTRATIVE SERVICES  
OFFICE OF BUSINESS SERVICES  
9838 Old Placerville Road, Suite B-2  
Sacramento, CA 95827



April 3, 2025

Robert Fish, Deputy Chief  
County of Riverside Fire Department  
210 West San Jacinto Avenue  
Perris, CA 92570

Dear Chief Fish,

**AGREEMENT NUMBER: C5612540**

**SERVICE: FIRE PROTECTION MEMORANDUM OF UNDERSTANDING (MOU) AGREEMENT-  
MUTUAL AID – IRONWOOD STATE PRISON (ISP)**

Enclosed for your signature are the above-referenced Standard Agreements and related exhibits. **This Agreement is not valid unless, and until, approved by the Department of General Services (DGS), or under its authority, the California Department of Corrections and Rehabilitation (CDCR).** The State has no legal obligation, unless and until the Agreement is approved. The State assumes no responsibility for any work commenced by the Contractor and will not reimburse the Contractor for any work performed prior to approval of the Agreement. When this Agreement is fully approved, an original will be forwarded to you. Please allow up to two months for approval.

Please have all items dated and signed with an **original DocuSign** by an authorized representative.

Copies of the following document(s) must be returned to CDCR's Office of Business Services (OBS) before this Agreement can be sent to DGS for approval.

Certificate of Insurance

- All self-insured public entities **MUST** provide proof of self-insurance as specified under the Agreement.

Contractor Certification Clauses (04/2017)

A copy of the CCC must be returned. Failure to submit a signed CCC will delay approval of this Agreement. If you do not have Internet access, you may request a hard copy of the CCC by contacting the contract analyst at the telephone number listed in the last paragraph of the letter.

Board Resolution

Please provide a certified copy of the board resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into this Agreement, authorizing execution of the Agreement as required in the Contractor Certification Clauses.

County of Riverside Fire Department

GEN AI STD1000

Executive Order N-12-23 signed by Governor Newsom on September 6, 2023, established a statewide policy for the State's use of Generative Artificial Intelligence (GenAI). CDCR has created OBS 1000 to report if your company uses GenAI or not.

Supplement Government Payee Data Record Form

Contractors shall comply with State and Federal Reportable Payment Identification and Classification Requirements by fully completing the enclosed Supplemental Government Payee Data Record Form.

All documentation must be returned to CDCR, OBS Contracts Management Branch. If you have any questions or need assistance, do not hesitate to contact me at (279) 223-1770 or via email at [zamantha.toedter@cdcr.ca.gov](mailto:zamantha.toedter@cdcr.ca.gov).

Sincerely,

*Zamantha Toedter*

Zamantha Toedter  
Contract Analyst  
Contracts Management Branch

Enclosure(s)



## SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

Form to be completed by Vendor.

LEGAL NAME OF BUSINESS N/A

DBA

FEIN OR SSN NUMBER

### BUSINESS PHYSICAL ADDRESS

STREET

CITY

STATE

ZIP

**REMIT TO INFORMATION**  
(WHERE YOU WANT YOUR PAYMENTS SENT. ADDRESS MUST MATCH REMIT TO ADDRESS ON INVOICE.)

COMPANY NAME N/A

STREET(P.O. Box)

CITY

STATE

ZIP

### CONTACT INFORMATION

SALES CONTACT PERSON

ACCOUNTING CONTACT PERSON

TITLE

TITLE

PHONE

PHONE

FAX

FAX

SALES E-MAIL ADDRESS

WEB-SITE ADDRESS:

### PURCHASING INFORMATION

- SERVICE    TYPE OF SERVICE PROVIDED: \_\_\_\_\_
- COMMODITY    TYPE OF PRODUCT PROVIDED: \_\_\_\_\_



## SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

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COMPANY NAME	COUNTY OF RIVERSIDE FIRE DEPARTMENT
DBA	
STREET(P.O. Box)	210 WEST SAN JACINTO AVENUE
CITY	PERRIS
STATE CA	ZIP 92570



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