

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting**

Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953

Wednesday, August 22, 2018 – 1:00 p.m.

*Matthew Stamey ~ Board President
H. Jay Kerr, Board Vice-President ~ Chris Campbell, Director
Don Parker, Director ~ Dominique Yancey, Director*

~MISSION STATEMENT~

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

**Meeting location: S.R.V.F.P.D. Administrative Offices - Boardroom
1500 Bollinger Canyon Road, San Ramon, CA 94583**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a “Request to Speak” form and submit it to the District Clerk.

5. CONSENT CALENDAR- June 2018 (Roll Call Vote Required)

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 5.1 Approve the demand register for the period May 12, 2018, through June15, 2018 in the amount of \$2,634,512.64.
- 5.2 Approve the Board minutes from the May 23, 2018 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session, May 23, 2018.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of May 2018 in the amount of \$4,085,089.62.

- 5.4 Approval of 2018-19 Excess Workers Compensation Insurance Premium in the amount of \$312,236.
- 5.5 Approval of Grant Deed for new Station 32 Creek Structure Setback Area to Contra Costa County.
- 5.6 Approval of District Investment Policy.
- 5.7 Authorization to purchase 120 sets of Wildland PPE from L.N. Curtis & Sons in the amount of \$66,093.12.

5.8 **Personnel Actions:**

Merit Increases:

Approve staff recommendation to award a merit salary increase to Fire and Life Safety Permit Technician, Stephanie Caughey, to Step 2; effective June 4, 2018.

New Hires:

Confirmation of Employment. Approve staff recommendation to hire Juan Casillas for Public Safety Dispatcher 1, Step 2; effective June 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Lisa Augusto for Public Safety Dispatcher 1, Step 1; effective July 1, 2018.

6. **OLD BUSINESS - June 27, 2018 (Roll Call Vote Required)**

- 6.1 Approval of Purchase of four (4) Skeeter Brush Trucks, Dodge 5500, Type 5 Engines for a total not to exceed price of \$1,035,372.
- 6.2 Selection of candidate to fill the RDA Oversight Board as requested by LAFCO.
- 6.3 Discussion and possible adoption of 2018-19 Annual Operating Budget and Capital Improvement Program. The 2018-19 Proposed Budget can be found on the District's website at www.firedepartment.org

7. **NEW BUSINESS – June 27, 2018 (Roll Call Vote Required)**

- 7.1 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546.
- 7.2 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546A.
- 7.3 Authorization to enter into an agreement with Definitive Networks, Inc., for a term of 60 months in an amount not to exceed \$16,100 per month for procurement and installation of new MDC's and modems, including support services.

8. **CONSENT CALENDAR**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 8.1 Approve the demand register for the period June 16, 2018, through August 8, 2018 in the amount of \$20,890,008.91.

- 8.2 Approve the Board minutes from the June 18, 2018 Board Budget Workshop; the June 27, 2018 District Counsel's Report Upon Return from Closed Session; and the July 13, 2018 Special Board meeting.
- 8.3 Approval of salary, payroll taxes and retirement contributions for the month of June, 2018 in the amount of \$4,176,744.28 and July, 2018 in the amount of 4,310,968.65.
- 8.4 Approval of payment to the Contra Costa County Auditor Controller for LAFCO dues in the amount of \$39,714.45 for net cost apportionment for Fiscal Year 2018-19.
- 8.5 Approval of service agreement with One Concern in the amount of \$20,000 for FY 2018-19 for On-demand Predictive Artificial Intelligence Earthquake Software.
- 8.6 Approval of Consultant Service Agreement with Mr. Duncan Seibert in the amount of \$7,500 for District Emergency Operations Plan Update.
- 8.7 Approval of payment of \$136,753 to the Fire Agencies Insurance Risk Authority (FAIRA) for property and liability insurance for FY 2018/19.
- 8.8 Approval of payment in the amount of \$36,984.00 to the Contra Costa County Department of Information Technology (DoIT) for radio services.
- 8.9 Approval of payment in the amount of \$37,500 for FirstOnScene Software Maintenance.

8.10 **Personnel Actions:**

Merit Increases:

Approve staff recommendation to award a merit salary increase to Public Safety Dispatcher 2, Nicolette Reid, to Step 3; effective July 10, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Michael Bueno, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Liam Clauzel, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Michael Duggan, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Casey Good, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Brett Herendeen, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Brandon Hicks, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Ricky Laniohan, to Step 3; effective August 1, 2018.

New Hires:

Confirmation of Employment. Approve staff recommendation to hire Juan Pedreno for GIS Analyst, Step 4; effective July 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Brandon Clay for Firefighter 5, Step 3; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Moyses Garcia for Firefighter 5, Step 2; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Jared Lomker for Firefighter 1, Step 1; effective August 1, 2018.

\Confirmation of Employment. Approve staff recommendation to hire Mathew Martin for Firefighter 1, Step 1; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Frederick Rincon for Firefighter 1, Step 1; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Timothy Robertson for Firefighter 1, Step 4; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire David Smith for Firefighter 1, Step 1; effective August 1, 2018.

9. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 9.1 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2018 as Patriot Day.

10. OLD BUSINESS

- 10.1 Approval of Contract with Jeff Katz Architecture for Architectural Services - San Ramon Joint Use Fire/Police/Comm Facility Space Needs Assessment in the amount of \$65,000.

11. NEW BUSINESS

- 11.1 Approval of Contract Extension Agreement (Emergency Services Response Area 4) with Contra Costa County.
- 11.2 Approval of Landscape Projects at Stations 33, 35 and 39.
- Station 33 – amount not to exceed \$7,875
 - Station 35 – amount not to exceed \$32,250
 - Station 39 – amount not to exceed \$25,150
- 11.3 Authorization to place order with Motorola for radio required upgrades in an amount not to exceed \$71,947.28.
- 11.4 Adoption of Resolution No. 2018-10 authorizing an Alternative Retirement System provided by Public Agency Retirement Services (PARS) in lieu of Social Security for employees not eligible for enrollment in the Contra Costa County Employee Retirement Association (CCCERA) and;
- 2). Authorize the Fire Chief to execute the trust agreement and all related documents.

12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

13. MONTHLY ACTIVITY REPORTS:

- 13.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities.

- 13.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.
- 13.3 Logistics – Interim Chief Selover
Logistics Report of monthly activities.
- 13.4 Fire and Life Safety Division – Interim Chief Selover
Fire and Life Safety Report of monthly activities.
- 13.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communication Report of monthly activities.
- 13.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 13.7 Finance Division – Financial Consultant, Ken Campo
Finance Report of monthly activities.
- 13.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

14. GOOD OF THE ORDER

15. UPCOMING CALENDAR OF EVENTS:

- 9-11 Event, Tuesday, September 11, 2018 – Oak Hill Park, 5:30 p.m.
- 9/13-16 East Bay Stand Down
- CSDA Annual Conference September 24-27, 2018-Indian Wells, CA
- 9-29 SRV Emergency Preparedness Fair
- October 7, 2018 – CERT PAC Meeting, 10:00 a.m.

16. CLOSED SESSION

- 16.1 Conference with Legal Counsel – Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

17. RETURN TO OPEN SESSION

18. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

19. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY SEPTEMBER 19, 2018 AT 1:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on August 16, 2018 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts website at www.firedepartment.org.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District Clerk at (925) 838-6661.

CONSENT ITEMS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
220610	6/21/2018	ABACUS PRODUCTS INC	4,002.23	Weed Abatement Postcard Mailing
220752	7/20/2018	ACC BUSINESS	1,169.67	Ethernet Access Cost 5/11/18-6/10/18
07/13/18-01	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	5,347.83	New Turbo/EGR Valve Fan Clutch-Unit 702
07/13/18-02	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	348.79	New Radiator Hose/Belt-Unit 733
07/13/18-03	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	708.05	Replaced Brake Booster-Unit 811
07/13/18-04	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	654.99	AC Repair/Leak at Dryer-Unit 707
07/13/18-05	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	305.14	Service/AC Repair-Unit 395
07/13/18-06	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	1,751.09	Repair Rear Brake-Unit 704
07/13/18-07	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	393.56	New Tire/Service Park Assist-Unit 344
07/13/18-08	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	795.30	Repair AC-Unit 707
07/13/18-09	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	226.46	Service/Check Engine Light-Unit 345
07/13/18-10	7/13/2018	ACE AUTO REPAIR AND TIRE CENTER	77.84	Service-Unit 357
07/20/18-01	7/20/2018	ACE AUTO REPAIR AND TIRE CENTER	263.52	Crank Sensor Repairs-Unit 306
08/03/18-01	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	244.67	Coolant Leak Repairs/Recheck Hydro Boost-Unit 811
08/03/18-02	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	397.00	A/C Repairs/Replace Expansion Valve/Alignment-Unit 707
08/03/18-03	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	1,317.42	New Steering Box/Pitman Arm/Rear Drums/Electricals-Unit 387
08/03/18-04	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	80.34	Routine Prev Maint/Rotate Tire/Oil Filter-Unit 358
08/03/18-05	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	300.80	A/C Diagnosis/Replace Fuse-Unit 701
08/03/18-06	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	909.12	Inspect/Service Front Brakes/Engine Light Diagnosis-Unit 706
08/03/18-07	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	133.31	Routine Prev Maint/Rotate Tire/Oil Filter/Smog Test-Unit 306
08/03/18-08	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	534.98	Service/Low Oil Warning Light Repairs-Unit 344
08/03/18-09	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	321.50	Oil Fill Tube Repairs-Unit 701
08/03/18-10	8/3/2018	ACE AUTO REPAIR AND TIRE CENTER	57.75	Smog Test-Unit 394
220835	8/3/2018	AIR EXCHANGE INC	405.00	Plymovent Exhaust System Leak Repairs-Stn 30
220611	6/21/2018	AIRGAS USA LLC	268.40	Oxygen Tank Cylinders 6/12/18
	6/21/2018	AIRGAS USA LLC	130.80	Oxygen Tank Cylinders 6/14/18
	6/21/2018	AIRGAS USA LLC	546.25	Oxygen Tank Cylinders 6/18/18
220696	7/13/2018	AIRGAS USA LLC	130.80	Oxygen Tank Cylinders 6/21/18
220753	7/20/2018	AIRGAS USA LLC	205.52	Oxygen Tank Cylinder Rental-June 2018
	7/20/2018	AIRGAS USA LLC	111.15	Oxygen Tank Cylinders 6/28/18
	7/20/2018	AIRGAS USA LLC	268.40	Oxygen Tank Cylinders 7/2/18
220836	8/3/2018	AIRGAS USA LLC	299.85	Oxygen Tank Cylinders 7/12/18
	8/3/2018	AIRGAS USA LLC	425.65	Oxygen Tank Cylinders 7/16/18
	8/3/2018	AIRGAS USA LLC	236.95	Oxygen Tank Cylinders 7/23/18
	8/3/2018	AIRGAS USA LLC	1,005.67	Oxygen Tank Cylinders 7/5/18
	8/3/2018	AIRGAS USA LLC	249.82	Oxygen Tank Cylinders 7/9/18
220697	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	6,687.28	Inspection/Repairs-Unit 500
	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	1,173.53	Install Mirror-Unit 521
	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	4,023.70	Plumbing Issues-Unit 512
	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	3,592.99	Primer Stuck/Repair Valves (2)-Unit 527

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	700.00	Relief Valve Stuck-Unit 604
	7/13/2018	ALAMEDA COUNTY FIRE DEPARTME...	700.00	Repair Hi-Beams Unit 678
220754	7/20/2018	ALAMEDA COUNTY FIRE DEPARTME...	10,998.75	Annual Service/Repairs Found During Service-Unit 520
	7/20/2018	ALAMEDA COUNTY FIRE DEPARTME...	14,906.02	Annual Service/Repairs Found During Service-Unit 522
	7/20/2018	ALAMEDA COUNTY FIRE DEPARTME...	460.12	Fuel Leak Repairs-Unit 529
220837	8/3/2018	ALAMEDA COUNTY FIRE DEPARTME...	3,673.54	BIT Inspection/Repair Valve Pump/Rear Window-Unit 606
	8/3/2018	ALAMEDA COUNTY FIRE DEPARTME...	285.46	Brake Adjustment/A/C Repairs-Unit 600
220698	7/13/2018	ALAMO ACE HARDWARE	43.83	BBQ Grates-Stn 39
	7/13/2018	ALAMO ACE HARDWARE	8.76	Wall Clock-Stn 33
220699	7/13/2018	ALEX SIMI	72.00	Reimb Parking-Sac Airport (Apparatus Committee Travel)
220644	6/29/2018	ALFRED MARTIN	2,658.38	Mutual Aid Tubbs Fire #CA-LNU-010045-Oct 2017
06/21/18-01	6/21/2018	ALL STAR FIRE EQUIPMENT INC	259.80	Station Boots-Drake
06/21/18-02	6/21/2018	ALL STAR FIRE EQUIPMENT INC	259.80	Station Boots-Word
06/21/18-03	6/21/2018	ALL STAR FIRE EQUIPMENT INC	496.87	Station Boots-Duggan/Red Bags (3)
06/29/18-01	6/29/2018	ALL STAR FIRE EQUIPMENT INC	664.50	Helmet Replacement/Trapezoids-Nate Smith
07/13/18-11	7/13/2018	ALL STAR FIRE EQUIPMENT INC	596.46	Station Boots-Griffin/Youngblood, Helmet Kit-Garcia
07/20/18-02	7/20/2018	ALL STAR FIRE EQUIPMENT INC	1,407.25	Wildland Helmets-Wylie/Sabye/Garcia/Martin/Bannister
07/26/18-01	7/26/2018	ALL STAR FIRE EQUIPMENT INC	158.05	Gearbags-Mirchandani/Varin
220799	7/26/2018	AMAZON COM CREDIT SERVICES	14.79	Advil/Tums-Strike Team Box
	7/26/2018	AMAZON COM CREDIT SERVICES	8.16	Gold Bond Medicated Powder-Strike Team Box
	7/26/2018	AMAZON COM CREDIT SERVICES	7.40	HandiFlame 3-Pack Gas Lighter-Strike Team Box
	7/26/2018	AMAZON COM CREDIT SERVICES	179.50	Misc. Strike Team Supplies
	7/26/2018	AMAZON COM CREDIT SERVICES	39.95	Propane Fuel (1 Case)-Strike Team Box
	7/26/2018	AMAZON COM CREDIT SERVICES	6.81	Tylenol Extra Strength Caplets-Strike Team Box
	7/26/2018	AMAZON COM CREDIT SERVICES	42.67	Visine Eye Drop-Strike Team Box
220755	7/20/2018	AMERICAN MESSAGING	273.59	Paging Service-7/18
220756	7/20/2018	AMS NET	3,450.00	24x7 Network Support Hours
220700	7/13/2018	ANNE KOPP PH D	2,800.00	Psychological Screening-Firefighters
220800	7/26/2018	ANNE KOPP PH D	400.00	Psychological Screening-FF/PM Applicant
220701	7/13/2018	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-June 2018
220838	8/3/2018	AP TRITON LLC	4,375.00	EMS Advocate Consulting Services-July 2018
220612	6/21/2018	APPLE INC	636.64	iPad-Mahoney
220645	6/29/2018	APPLE INC	636.64	Apple iPad (1)-Duncan
	6/29/2018	APPLE INC	7,815.21	Apple iPads (6)-FLSD
	6/29/2018	APPLE INC	96.34	Apple Pencil-Mahoney
	6/29/2018	APPLE INC	192.69	Apple Pencils (2)-Call/Duncan
	6/29/2018	APPLE INC	578.06	Apple Pencils (6)-FLSD iPads
220646	6/29/2018	ARTURO PEREZ	200.00	Reimb Paramedic Recertification
220702	7/13/2018	ATLAS PEST CONTROL INC	450.00	Treat 3 Pines Trees For Beetle-Stn 31
220839	8/3/2018	ATLAS TREE SERVICE INC	750.00	Remove Dead Pine Tree/Grind Stump-Stn 31

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
220757	7/20/2018	ATT	20.27	Phone Service 5/19/18-6/18/18
220758	7/20/2018	ATT	7,025.43	Phones/Data/Radio Circuit/Long Distance 5/20/18-6/19/18
220759	7/20/2018	ATT	1,306.00	250Mb Internet Circuit-6/11/18-7/10/18
220801	7/26/2018	ATT	20.30	Phone Service 6/19/18-7/18/18
220802	7/26/2018	ATT	1,306.00	250Mb Internet Circuit-7/11/18-8/10/18
220613	6/21/2018	ATT MOBILITY	2,589.11	Cell Phones/Mobile Data 3/Front Counter iPad 4/27/18-5/26/18
220760	7/20/2018	ATT MOBILITY	3,513.82	Cell Phones/Mobile Data 3/Front Counter iPad 5/27/18-6/26/18
220840	8/3/2018	B AND C TRUCK PARTS INC	59.58	Fuel Caps (2)-Unit 547/Stock
R56228	7/31/2018	BANC OF AMERICA LEASING	72,780.03	2018 Equipment Lease Interest Payment-FY 2018/19
	7/31/2018	BANC OF AMERICA LEASING	239,942.00	2018 Equipment Lease Principal Payment-FY 2018/19
220841	8/3/2018	BART CORRIE	114.00	Reimb-Wellness Fitness Exam
220647	6/29/2018	BAY AREA NEWS GROUP EAST BAY	59.40	Public Notice for 2018-19 Budget Adoption 6/13/18
220648	6/29/2018	BICKMORE	4,100.00	2018 Workers' Comp Actuarial
07/20/18-03	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 30 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-04	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-05	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-06	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-07	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-08	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-09	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-10	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 38 Bio-Hazard Waste Collection Service 7/2/18
07/20/18-11	7/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 7/2/18
220803	7/26/2018	BLACKROCK GROUP	7,229.56	Background Check-FF/PM Candidates/Interim Fire Marshal
07/13/18-12	7/13/2018	BOUNDTREE MEDICAL LLC	128.79	Pharmaceutical Supplies
07/13/18-13	7/13/2018	BOUNDTREE MEDICAL LLC	1,385.50	Medical Equipment
07/13/18-14	7/13/2018	BOUNDTREE MEDICAL LLC	1,099.68	Pharmaceutical Supplies
07/13/18-15	7/13/2018	BOUNDTREE MEDICAL LLC	3,154.29	Medical Supplies
07/13/18-16	7/13/2018	BOUNDTREE MEDICAL LLC	234.90	Pharmaceutical Supplies
07/13/18-17	7/13/2018	BOUNDTREE MEDICAL LLC	313.20	Pharmaceutical Supplies
07/13/18-18	7/13/2018	BOUNDTREE MEDICAL LLC	156.60	Pharmaceutical Supplies
07/13/18-19	7/13/2018	BOUNDTREE MEDICAL LLC	23.25	Pharmaceutical Supplies
07/13/18-20	7/13/2018	BOUNDTREE MEDICAL LLC	1,288.15	Pharmaceutical Supplies
07/13/18-21	7/13/2018	BOUNDTREE MEDICAL LLC	572.22	Medical Equipment
07/13/18-22	7/13/2018	BOUNDTREE MEDICAL LLC	155.06	Pharmaceutical Supplies
07/13/18-23	7/13/2018	BOUNDTREE MEDICAL LLC	121.98	Medical Equipment
07/13/18-24	7/13/2018	BOUNDTREE MEDICAL LLC	7,115.94	Medical Supplies
07/26/18-02	7/26/2018	BOUNDTREE MEDICAL LLC	5,209.52	Pharmaceutical Supplies
08/03/18-11	8/3/2018	BOUNDTREE MEDICAL LLC	337.92	Pharmaceutical Supplies
08/03/18-12	8/3/2018	BOUNDTREE MEDICAL LLC	2,513.86	Medical Supplies
08/03/18-13	8/3/2018	BOUNDTREE MEDICAL LLC	148.32	Pharmaceutical Supplies

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
08/03/18-14	8/3/2018	BOUNDTREE MEDICAL LLC	101.70	Pharmaceutical Supplies
220649	6/29/2018	BRANDON J EYNCK	332.74	Reimb Education Asst-Company Officer 2D
220703	7/13/2018	BRIAN MEDLEY	160.00	Reimb PALS Recertification
220650	6/29/2018	BRYAN JANNISSE	1,655.00	Landscape Clean/Check and Repair Irrigation-Stn 36
	6/29/2018	BRYAN JANNISSE	845.00	Weed Abatement/Clean Up/Trimmed Trees-Stn 37
	6/29/2018	BRYAN JANNISSE	960.00	Weed Abatement/Cleaning-Training Site
	6/29/2018	BRYAN JANNISSE	875.00	Weed Abatement/Trimmed Shrubs/Bushes-Old Stn 32
220704	7/13/2018	BRYAN JANNISSE	10,351.03	Landscape Improvement/New Drip System-Stn 35
219731	6/30/2018	BRYAN SHAFER	(175.00)	Reimb PALS Recertification
220705	7/13/2018	BRYAN SHAFER	175.00	Reimb PALS Recertification
220761	7/20/2018	BURNS TRUCK AND TRAILER SERVI...	4,520.82	Clean DPF New Throttle Valve/Exhaust Gasket/Starter-Unit 528
220842	8/3/2018	BURNS TRUCK AND TRAILER SERVI...	5,793.06	DPF Cleaning/Replace EGR Valve/PS Pump Intake Throttle-#527
220651	6/29/2018	CA FIRE CHIEFS ASSOCIATION	1,400.00	Membership Dues-Meyer/Phares/Drayton
220706	7/13/2018	CA STATE DEPARTMENT OF JUSTICE	882.00	Fingerprinting Livescan-FF PM/Reserve FF
220614	6/21/2018	CALIFORNIA PRINTER REPAIR INC	318.92	Printer Repair-FLSD Cubicles
220843	8/3/2018	CALIFORNIA UST SERVICES	192.00	Gasoline Pump Repairs/Install New Microswitch-Stn 34
Wire 7/6/18	7/6/2018	CALPERS	490,535.72	CalPERS Health-July 2018
Wire 6/27/18	6/27/2018	CalPERS CERBT (OPEB)	897,100.00	FY 17/18 OPEB Contribution Prefunding-June 2018
Wire 7/24/18	7/24/2018	CalPERS CERBT (OPEB)	257,949.00	FY 18/19 OPEB Contribution Prefunding-July 2018
220652	6/29/2018	CAREER SURVIVAL GROUP	16,750.00	District Wide Anti-Harassment Training
220804	7/26/2018	CAREER SURVIVAL GROUP	7,000.00	AB 1825 Compliant Anti-Harassment Training (2-Days)
220844	8/3/2018	CASEY GOOD	76.72	Reimb-Misc Supplies-Stn 39 App Bay Lines Repainting Project
220762	7/20/2018	CCC DEPT OF INFO TECH	768.00	Telecommunication Services/Radio Services-5/18
220805	7/26/2018	CCC DEPT OF INFO TECH	5,056.00	Telecommunication Services/Radio Services-5/18
07/13/18-25	7/13/2018	CCC EMPLOYEES RETIREMENT ASS...	436,023.78	Employee Retirement Contributions-6/18
CCCERA 18/...	7/31/2018	CCC EMPLOYEES RETIREMENT ASS...	16,192,000.00	CCCERA Employer Contribution Prepayment-FY 2018/19
	7/31/2018	CCC EMPLOYEES RETIREMENT ASS...	254,000.00	UAAL Employer Contribution Prepayment-FY 2018/19
220408	6/18/2018	CCC FIRE COMMISSIONERS ASSOCI...	(35.00)	CCCFCFA Quarterly Dinner Meeting 6/21/18-Director Yancey
220653	6/29/2018	CCC PUBLIC WORKS DEPARTMENT	1,193.54	Land Use Permit/LP0902026-Stn 32
220763	7/20/2018	CDW GOVERNMENT INC	18.03	Adobe Acrobat Pro Subscription-Pedreno
220707	7/13/2018	CINTAS CORPORATION	109.12	Carpet Runner Exchange Service-Stn 32
	7/13/2018	CINTAS CORPORATION	83.44	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-6/27/18
220845	8/3/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runner Exchange Service-7/12/18
	8/3/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runner Exchange Service-7/26/18
220708	7/13/2018	CITY OF SAN RAMON	50,939.00	FY17/18 Property Tax Share Agreement
220806	7/26/2018	CITY OF SAN RAMON	11,500.00	Nixle 360 System-FY 2018/19
220654	6/29/2018	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-6/27/18
220709	7/13/2018	CLARK PEST CONTROL	140.00	Stn 32 Pest Control Service-6/28/18
220764	7/20/2018	CLARK PEST CONTROL	348.00	Stn 31 Pest Control Service-7/6/18
	7/20/2018	CLARK PEST CONTROL	282.00	Stn 39 Pest Control Service-7/4/18

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220807	7/26/2018	CLARK PEST CONTROL	830.00	Stn 35 Pest Control Service-6/28/18
220846	8/3/2018	CLARK PEST CONTROL	108.00	Stn 32 Pest Control Service-7/23/18
	8/3/2018	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-7/24/18
220710	7/13/2018	CLIFFORD SCOTT BUXTON	990.00	CERT Instructor (33.0 hours) 6/2/18-6/21/18
	7/13/2018	CLIFFORD SCOTT BUXTON	95.65	Reimb Food for CERT Class
220711	7/13/2018	CLINTON D PRUETT	175.00	Reimb ACLS Recertification
	7/13/2018	CLINTON D PRUETT	13.84	Reimb Station to Station Mileage 6/4-6/28/18
220712	7/13/2018	CLUB CARE INC	170.00	New Adjustable Work-Out Bench/Re-Upholstered Pad Stn 38
220615	6/21/2018	COMCAST	300.31	Admin Cable Service/High-Speed Internet 6/17/18-7/16/18
220616	6/21/2018	COMCAST	146.08	Stn 34 High Speed Internet 6/15/18-7/14/18
220655	6/29/2018	COMCAST	178.52	Stn 33 Cable Service 7/1/18-7/31/18
220656	6/29/2018	COMCAST	51.90	Old Stn 32 Internet for Security Camera 6/27/18-7/26/18
220657	6/29/2018	COMCAST	241.29	Stn 31 Cable Service 6/26/18-7/25/18
	6/29/2018	COMCAST	190.71	Stn 39 Cable Service 7/1/18-7/31/18
220658	6/29/2018	COMCAST	151.08	Stn 31 High Speed Internet 6/23/18-7/22/18
220659	6/29/2018	COMCAST	196.98	Stn 35 Cable Service 6/27/18-7/26/18
220660	6/29/2018	COMCAST	171.52	Training Site High Speed Internet/Cable Svc 6/26-7/25/18
220661	6/29/2018	COMCAST	182.07	Stn 34 Cable Service 6/27/18-7/26/18
	6/29/2018	COMCAST	244.45	Stn 36 Cable Service 6/26/18-7/25/18
	6/29/2018	COMCAST	222.20	Stn 38 Cable Service 6/27/18-7/26/18
220713	7/13/2018	COMCAST	229.34	Stn 30 Cable Service 7/13/18-8/12/18
220714	7/13/2018	COMCAST	146.08	Stn 30 High Speed Internet 6/30/18-7/29/18
	7/13/2018	COMCAST	146.08	Stn 35 High Speed Internet 7/8/18-8/7/18
	7/13/2018	COMCAST	146.08	Stn 36 High Speed Internet 7/1/18-7/31/18
220715	7/13/2018	COMCAST	154.32	Stn 32 Cable Service 7/4/18-8/3/18
220716	7/13/2018	COMCAST	146.08	Stn 33 High Speed Internet 7/1/18-7/30/18
	7/13/2018	COMCAST	146.08	Stn 39 High Speed Internet 7/9/18-8/8/18
220717	7/13/2018	COMCAST	247.68	Stn 38 Cable Service 7/8/18-8/7/18
220765	7/20/2018	COMCAST	146.08	Stn 34 High Speed Internet 7/15/18-8/14/18
220808	7/26/2018	COMCAST	151.08	Stn 31 High Speed Internet 7/23/18-8/22/18
220809	7/26/2018	COMCAST	300.31	Admin Cable Service/High-Speed Internet 7/17/18-8/16/18
220847	8/3/2018	COMCAST	178.52	Stn 33 Cable Service 8/1/18-8/31/18
220848	8/3/2018	COMCAST	51.90	Old Stn 32 Internet for Security Camera 7/27/18-8/26/18
220849	8/3/2018	COMCAST	241.29	Stn 31 Cable Service 7/26/18-8/25/18
	8/3/2018	COMCAST	184.34	Stn 35 Cable Service 7/27/18-8/26/18
	8/3/2018	COMCAST	203.50	Stn 39 Cable Service 7/19/18-8/31/18
220850	8/3/2018	COMCAST	171.52	Training Site High Speed Internet/Cable Svc 7/26-8/25/18
220851	8/3/2018	COMCAST	244.45	Stn 36 Cable Service 7/26/18-8/25/18
220852	8/3/2018	COMCAST	156.08	Stn 30 High Speed Internet 7/30/18-8/29/18
220853	8/3/2018	COMCAST	251.49	Stn 34 Cable Service 7/27/18-8/26/18

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	8/3/2018	COMCAST	222.20	Stn 38 Cable Service 7/27/18-8/26/18
220718	7/13/2018	CONCERN EAP	2,609.10	Employee Assistance Premium-6/18
220617	6/21/2018	CONCORD UNIFORMS	27.13	Class A Update-N. Smith
220766	7/20/2018	CONCORD UNIFORMS	149.64	Class A Uniform Update-Dwyer
220662	6/29/2018	CONTRA COSTA P AND S	194.85	Wash/Wax-Stn 33
220663	6/29/2018	COSCO FIRE PROTECTION INC	8,930.00	Annual Sprinkler Inspection-All District Facilities
220719	7/13/2018	CREATIVE SUPPORTS INC	425.17	Ergo Chair-Danielle Bell
220720	7/13/2018	CUSHING PAINTING AND DRYWALL	650.00	Paint Generator Housing-Stn 32
	7/13/2018	CUSHING PAINTING AND DRYWALL	350.00	Reapir Drywall/Paint Ceiling-Mechanical Room Stn 30
220854	8/3/2018	CUSHING PAINTING AND DRYWALL	1,075.00	Admin Painting Service-EMS Offices/Breakroom/Accent Walls
	8/3/2018	CUSHING PAINTING AND DRYWALL	1,225.00	Stn 33 Painting Service-All Annex Building Apparatus Door
07/20/18-12	7/20/2018	DA PAGE LLC	425.00	Paging Software-6/18
220618	6/21/2018	DAMIEN A ALVAREZ	345.00	Reimb Education Asst-Instructor II
220721	7/13/2018	DAVID GARCIA	345.00	Reimb Employee Asst-Instructor 2
220855	8/3/2018	DAVID GARCIA	175.00	Reimb-PALS Recertification
220664	6/29/2018	DEFINITIVE NETWORKS INC	8,200.00	ePCR Hosting/Support Services-July 2018
220722	7/13/2018	DEFINITIVE NETWORKS INC	4,800.00	ePCR Data Review Service-July 2018
220665	6/29/2018	DEL CONTES LANDSCAPING INC	2,131.00	Admin/Stn 30/Stn 31/Stn 35/Stn 38 Landscape Maint-6/18
220723	7/13/2018	DEL CONTES LANDSCAPING INC	297.28	Irrigation Repair-Admin
	7/13/2018	DEL CONTES LANDSCAPING INC	583.00	Irrigation Repairs-Stn 30
	7/13/2018	DEL CONTES LANDSCAPING INC	398.00	Irrigation Repairs-Stn 31
220810	7/26/2018	DEL CONTES LANDSCAPING INC	2,555.00	Admin/Stn 30/Stn 31/Stn 35/Stn 38 Landscape Maint-7/18
220856	8/3/2018	DEL CONTES LANDSCAPING INC	452.00	Repair Irrigation/Timers/Pop Up Sprinklers/Water Line-Stn 31
220666	6/29/2018	DEMIAN BANNISTER	175.00	Reimb ACLS Recertification
220724	7/13/2018	DENALECT ALARM COMPANY INC	8,544.00	Annual Security Alarm Monitoring-All District Facilities
	7/13/2018	DENALECT ALARM COMPANY INC	1,284.00	Annual Security Alarm Monitoring-New Stn 32
220857	8/3/2018	DENALECT ALARM COMPANY INC	92.00	Fire Alarm Inspection/Repair Tamper Alarm-Stn 32
	8/3/2018	DENALECT ALARM COMPANY INC	32.48	Fire Alarm Inspection/Replace Battery/Terminal-Admin
220767	7/20/2018	DIABLO PRINTING AND COPYING	456.82	Captain Business Cards-Sabye/Bannister/Wylie/Garcia/Martin
220811	7/26/2018	DIABLO PRINTING AND COPYING	243.57	District Mailing Labels (1000)
220667	6/29/2018	DIAMOND SHARP EQUIPMENT CENT...	86.19	Repair Two Hex Nuts-Stn 35
220619	6/21/2018	DIRECTV	55.13	Cable Service 6/12/18-7/11/18
220768	7/20/2018	DIRECTV	63.99	Cable Service 7/12/18-8/11/18
08/03/18-15	8/3/2018	DOCUSIGN	2,491.67	DocuSign Software-Contract Administration-7/31/18-7/30/19
220858	8/3/2018	DUBLIN CHEVROLET INC	52.08	Right Side Window Switch Repairs-Unit 707
220620	6/21/2018	DUBLIN SAN RAMON SERVICES DIST...	60.95	Stn 30 Fireline Water Service 4/15-6/14/18
	6/21/2018	DUBLIN SAN RAMON SERVICES DIST...	225.48	Stn 30 Water Service (Meter 1.0) 4/15-6/14/18
220859	8/3/2018	EAST BAY TIMES	254.37	Newspaper Subscription Renewal Fee 8/6/17-1/20/19
220621	6/21/2018	EBMUD	234.58	Stn 33 Water Service (Meter 4.0) 4/10/18-6/6/18
	6/21/2018	EBMUD	161.75	Stn 33 Water Service (Meter 5/8) 4/10/18-6/6/18

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220668	6/29/2018	EBMUD	376.96	Stn 35 Water Service (Meter 1.0) 4/19/18-6/19/18
	6/29/2018	EBMUD	234.58	Stn 35 Water Service (Meter 4.0) 4/19/18-6/19/18
220725	7/13/2018	EBMUD	184.81	Stn 32 Water Service (Meter 1.0) 4/24/18-6/22/18
	7/13/2018	EBMUD	234.58	Stn 32 Water Service (Meter 4.0) 4/24/18-6/22/18
	7/13/2018	EBMUD	339.35	Stn 32 Water Service (Meter 5/8) 4/24/18-6/22/18
	7/13/2018	EBMUD	500.39	Stn 39 Water Service (Meter 1.0) 4/27/18-6/26/18
	7/13/2018	EBMUD	234.58	Stn 39 Water Service (Meter 4.0) 4/27/18-6/26/18
220769	7/20/2018	EBMUD	197.79	Stn 36 Water Service (Meter 1.0) 5/14/18-7/12/18
	7/20/2018	EBMUD	325.15	Stn 36 Water Service (Meter 1.5) 5/14/18-7/12/18
	7/20/2018	EBMUD	522.95	Stn 36 Water Service (Meter 6.0) 5/14/18-7/12/18
220812	7/26/2018	EBMUD	3,234.91	Admin Water Service (Meter 1.5) 5/15/18-7/13/18
	7/26/2018	EBMUD	467.65	Admin Water Service (Meter 6.0) 5/15/18-7/13/18
220860	8/3/2018	EBMUD	70.54	Old Stn 32 Water Service (Meter 1.0) 5/22/18-7/23/18
220622	6/21/2018	ECMS INC	101.51	PPE Alterations-Rescue
220813	7/26/2018	ED JONES COMPANY INC	174.09	Name Bar-Caughey/Badge-Drayton
	7/26/2018	ED JONES COMPANY INC	114.67	Name Bar-Vanek/McNamara
06/21/18-04	6/21/2018	EFAX CORPORATE	120.90	eFax Usage-5/18
07/20/18-13	7/20/2018	EFAX CORPORATE	118.70	eFax Usage-6/18
220726	7/13/2018	ELITE BACKGROUNDS INC	810.00	Polygraph (3)
220814	7/26/2018	EMBLEM ENTERPRISES INC	589.82	Uniform Patches (500)
220669	6/29/2018	ENNIS PAINT INC	1,324.10	Supplies-Stn 33
220770	7/20/2018	ENTERPRISE FM TRUST	6,441.20	Monthly Fleet Lease Payment (12) 7/1/18-7/31/18
220670	6/29/2018	FASTSIGNS OF SAN RAMON	342.07	Reflective Strips/Lettering for Ground Ladders
220727	7/13/2018	FASTSIGNS OF SAN RAMON	473.12	Reserved for SRV Fire Pool Cars Signs (5)-Admin
220861	8/3/2018	FEDERAL EXPRESS	61.43	Delivery Charge-New Hire Packets (2)
220728	7/13/2018	FIRE DISTRICTS ASSOC OF CALIFOR...	440.00	Membership Dues FY 18/19
06/21/18-05	6/21/2018	FIRECOM INC	1,551.26	Apparatus Headsets (6)
220623	6/21/2018	GALLS LLC	68.20	Uniform Belts-Duggan/Herendeen
	6/21/2018	GALLS LLC	84.42	Uniform Shirt-Healy
220729	7/13/2018	GALLS LLC	34.10	Uniform Belt-Romero
220771	7/20/2018	GALLS LLC	163.05	Uniform Belts/Shirt-Suppression/Dispatch
	7/20/2018	GALLS LLC	302.32	Uniform Pants-Chiefs
220815	7/26/2018	GALLS LLC	272.80	Belts (8)-Comm. Reserves
	7/26/2018	GALLS LLC	329.88	Belts (9)-Suppression/Academy
	7/26/2018	GALLS LLC	378.78	Uniform Pants (7)-Academy
220671	6/29/2018	GLOBALSTAR USA	521.12	Satellite Phone Service (6)-6/18
	6/29/2018	GLOBALSTAR USA	86.84	Satellite Phone Service-Dispatch 6/18
	6/29/2018	GLOBALSTAR USA	86.84	Satellite Phone Service-EOC 6/18
220862	8/3/2018	GOLDEN STATE FLEET SVCS INC	1,800.00	Aerial Ladder Truck Tow Svc From Stn 31 to Dentonis-Unit 526
220772	7/20/2018	GOOGLE LLC	212.36	Google Apps Usage-June 2018

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220773	7/20/2018	GOVT FINANCE OFFICERS ASSOCIAT...	430.00	GFOA Membership Dues-FY 2018/19
06/29/18-02	6/29/2018	GRANICUS INC	4,440.00	firedepartment.org Maintenance
06/29/18-03	6/29/2018	GRANICUS INC	2,289.80	Website Refresh-Initial Payment
07/20/18-14	7/20/2018	GRANICUS INC	2,085.00	Civica CMS System Annual Maint-SRV Intranet 7/1/18-6/30/19
220730	7/13/2018	HAVE AIR WILL TRAVEL INC	280.00	Service Call/Flat Repair-Unit 733
	7/13/2018	HAVE AIR WILL TRAVEL INC	189.00	Svc Call/Mounts/Dismounts New Tires (2)-Unit 509
	7/13/2018	HAVE AIR WILL TRAVEL INC	927.80	Svc Call/Mounts/Dismounts New Tires (4)-Unit 705
220774	7/20/2018	HAVE AIR WILL TRAVEL INC	245.00	Service Call/Broken Wheel Stud Repairs-Unit 546
	7/20/2018	HAVE AIR WILL TRAVEL INC	1,661.20	Service Call/Mounts/Dismounts New Tires (2)-Unit 528
	7/20/2018	HAVE AIR WILL TRAVEL INC	511.40	Service Call/Mounts/Dismounts New Tires (2)-Unit 702
	7/20/2018	HAVE AIR WILL TRAVEL INC	189.00	Service Call/Mounts/Dismounts-Unit 500
220863	8/3/2018	HAVE AIR WILL TRAVEL INC	350.00	Annual Tread Depth Report
220624	6/21/2018	HOME DEPOT CREDIT SERVICES	149.63	Hose Rack/Hose/Lock Connector-Stn 31
	6/21/2018	HOME DEPOT CREDIT SERVICES	185.93	Sun Shade Hats/Cooling Towels-TDA Instructors/Students
220775	7/20/2018	HOME DEPOT CREDIT SERVICES	23.77	1-in PVC Female Adapter/PVC Cement/Primer-Pipe Repairs
	7/20/2018	HOME DEPOT CREDIT SERVICES	117.25	Academy Training Props
	7/20/2018	HOME DEPOT CREDIT SERVICES	34.61	Academy Training Tool
	7/20/2018	HOME DEPOT CREDIT SERVICES	27.07	Forcible Entry Training Props
	7/20/2018	HOME DEPOT CREDIT SERVICES	58.07	Light Bulbs-Stn 34
	7/20/2018	HOME DEPOT CREDIT SERVICES	52.50	Modular Plugs/Wire Striper/Knife/Blade-Unit 856
	7/20/2018	HOME DEPOT CREDIT SERVICES	4.63	Picture Hanging Strips-Admin
	7/20/2018	HOME DEPOT CREDIT SERVICES	45.40	Training House Training Props
	7/20/2018	HOME DEPOT CREDIT SERVICES	19.65	Velcro/Computer Cable Ties-Pangelinan's Office/Admin
06/21/18-06	6/21/2018	HUNT AND SONS INC	452.17	Stn 38 Unleaded Fuel-6/12/18
06/21/18-07	6/21/2018	HUNT AND SONS INC	981.25	Stn 36 Diesel Fuel-6/12/18
06/21/18-08	6/21/2018	HUNT AND SONS INC	900.12	Stn 33 Diesel Fuel-6/12/18
06/21/18-09	6/21/2018	HUNT AND SONS INC	304.03	Stn 34 Unleaded Fuel-6/12/18
06/21/18-10	6/21/2018	HUNT AND SONS INC	1,673.20	Stn 38 Unleaded/Diesel Fuel-6/15/18
06/29/18-04	6/29/2018	HUNT AND SONS INC	499.65	Stn 34 Diesel Fuel-6/22/18
06/29/18-05	6/29/2018	HUNT AND SONS INC	804.74	Stn 30 Diesel Fuel-6/19/18
06/29/18-06	6/29/2018	HUNT AND SONS INC	2,309.95	Stn 31 Unleaded/Diesel Fuel-6/19/18
06/29/18-07	6/29/2018	HUNT AND SONS INC	903.57	Stn 35 Diesel Fuel-6/19/18
06/29/18-08	6/29/2018	HUNT AND SONS INC	805.87	Stn 38 Unleaded Fuel-6/19/18
06/29/18-09	6/29/2018	HUNT AND SONS INC	964.15	Stn 39 Diesel Fuel-6/19/18
06/29/18-10	6/29/2018	HUNT AND SONS INC	2,610.62	Stn 38 Unleaded/Diesel Fuel-6/22/18
06/29/18-11	6/29/2018	HUNT AND SONS INC	1,188.37	Stn 36 Diesel Fuel-6/25/18
06/29/18-12	6/29/2018	HUNT AND SONS INC	640.10	Stn 30 Unleaded Fuel-6/20/18
06/29/18-13	6/29/2018	HUNT AND SONS INC	2,980.99	Stn 38 Unleaded Fuel-6/20/18
07/13/18-26	7/13/2018	HUNT AND SONS INC	1,293.91	Stn 38 Unleaded Fuel-6/26/18
07/13/18-27	7/13/2018	HUNT AND SONS INC	2,084.15	Stn 32 Diesel Fuel-6/28/18

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07/13/18-28	7/13/2018	HUNT AND SONS INC	1,153.28	Stn 34 Unleaded/Diesel Fuel-6/29/18
07/13/18-29	7/13/2018	HUNT AND SONS INC	1,858.37	Stn 38 Unleaded/Diesel Fuel-6/29/18
07/13/18-30	7/13/2018	HUNT AND SONS INC	1,926.00	Stn 32 Diesel Fuel-6/26/18
07/13/18-31	7/13/2018	HUNT AND SONS INC	1,005.20	Stn 30 Unleaded/Diesel Fuel-7/3/18
07/13/18-32	7/13/2018	HUNT AND SONS INC	2,108.50	Stn 31 Unleaded/Diesel Fuel-7/3/18
07/13/18-33	7/13/2018	HUNT AND SONS INC	704.68	Stn 35 Diesel Fuel-7/3/18
07/13/18-34	7/13/2018	HUNT AND SONS INC	2,843.48	Stn 38 Unleaded Fuel-7/6/18
07/20/18-15	7/20/2018	HUNT AND SONS INC	1,460.86	Stn 34 Unleaded/Diesel Fuel-7/10/18
07/20/18-16	7/20/2018	HUNT AND SONS INC	2,287.68	Stn 38 Unleaded/Diesel Fuel-7/10/18
07/26/18-03	7/26/2018	HUNT AND SONS INC	872.54	Stn 38 Unleaded Fuel-7/17/18
07/26/18-04	7/26/2018	HUNT AND SONS INC	1,090.25	Stn 39 Diesel Fuel-7/17/18
07/26/18-05	7/26/2018	HUNT AND SONS INC	3,062.73	Stn 38 Unleaded Fuel-7/20/18
07/26/18-06	7/26/2018	HUNT AND SONS INC	1,303.05	Stn 30 Unleaded/Diesel Fuel-7/17/18
07/26/18-07	7/26/2018	HUNT AND SONS INC	1,754.13	Stn 31 Unleaded/Diesel Fuel-7/17/18
07/26/18-08	7/26/2018	HUNT AND SONS INC	775.17	Stn 35 Diesel Fuel-7/17/18
07/26/18-09	7/26/2018	HUNT AND SONS INC	1,287.12	Stn 34 Unleaded/Diesel Fuel-7/20/18
08/03/18-16	8/3/2018	HUNT AND SONS INC	384.95	Stn 34 Diesel Fuel-7/24/18
08/03/18-17	8/3/2018	HUNT AND SONS INC	2,055.88	Stn 38 Unleaded Fuel-7/24/18
220731	7/13/2018	IAIN McCULLOCH	148.75	Reimb PALS Recertification
220816	7/26/2018	IEDA INC	24,592.00	Labor Relations Consulting Fees-7/1/18-6/30/19
08/03/18-18	8/3/2018	INDUSTRIAL SCIENTIFIC CORP	1,223.64	iNet HazMat Gas Monitoring Subscription-6/1/18-6/30/18
08/03/18-19	8/3/2018	INDUSTRIAL SCIENTIFIC CORP	1,223.64	iNet HazMat Gas Monitoring Subscription-7/1/18-7/31/18
08/03/18-27	8/3/2018	INDUSTRIAL SCIENTIFIC CORP	1,223.64	iNet HazMat Gas Monitoring Subscription-5/1/18-5/31/18
220516	8/3/2018	INDUSTRIAL SCIENTIFIC CORP	(1,223.64)	iNet HazMat Gas Monitoring Subscription-5/1/18-5/31/18
220732	7/13/2018	INNOVATIVE CLAIM SOLUTIONS	8,348.92	Workers' Comp Claim Admin Fees 7/1-7/31/18
220817	7/26/2018	INNOVATIVE CLAIM SOLUTIONS	8,348.92	Workers' Comp Claim Admin Fees 8/1-8/31/18
220776	7/20/2018	INTERWEST CONSULTING GROUP INC	906.25	Fire Protection Engineer Services-City Center
07/26/18-10	7/26/2018	iPRINT TECHNOLOGIES	174.46	High Yield Yellow Toner-Stn 39
220672	6/29/2018	iPRINT TECHNOLOGIES	180.07	Toner-Pangelinan
	6/29/2018	iPRINT TECHNOLOGIES	174.45	Toner-Stn 30
	6/29/2018	iPRINT TECHNOLOGIES	130.33	Toner-Stn 32
	6/29/2018	iPRINT TECHNOLOGIES	348.90	Toner-Stn 34
	6/29/2018	iPRINT TECHNOLOGIES	336.32	Toners (3)-Stn 31 Firefighters' Office
	6/29/2018	iPRINT TECHNOLOGIES	174.45	Tonter-Stn 36
	6/29/2018	iPRINT TECHNOLOGIES	174.46	Yellow Toner-Comm Ctr
220777	7/20/2018	iPRINT TECHNOLOGIES	266.25	High Yield Toner-Ong
220625	6/21/2018	IRON MOUNTAIN	373.02	Off-Site Backup Media Storage Fee-5/18
220778	7/20/2018	IRON MOUNTAIN	410.84	Off-Site Backup Media Storage Fee-6/18
220733	7/13/2018	ISINGS CULLIGAN	141.21	Stn 30 Drinking Water Service-6/18
	7/13/2018	ISINGS CULLIGAN	27.60	Stn 30 Water Softener Salt

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	7/13/2018	ISINGS CULLIGAN	130.57	Stn 31 Drinking Water Service-6/18
220864	8/3/2018	ISINGS CULLIGAN	85.87	Stn 30 Drinking Water Service-7/18
	8/3/2018	ISINGS CULLIGAN	35.47	Stn 30 Water Softener Salt-7/18
	8/3/2018	ISINGS CULLIGAN	97.42	Stn 31 Drinking Water Service-7/18
220779	7/20/2018	JAY A RESENDEZ	536.50	Prof Services-Personnel Investigation 5/18-6/18
220673	6/29/2018	JEAN GAUTHIER	75.00	Diagnostic Fee-Evaluate Dishwasher Stn 30
220734	7/13/2018	JEAN GAUTHIER	75.00	Evaluate Install/Running Condition of Dishwasher-Stn 30
220818	7/26/2018	JEFFREY BREASHER	900.00	2018 Medical Plan Opt Out 7/18-9/18
220674	6/29/2018	JOHN BAHORSKI	175.00	Reimb ACLS Recertification
220675	6/29/2018	JOSHUA SCOTT	200.00	Reimb PHTLS Recertification
Wire 7/31/18	7/31/2018	JP MORGAN CHASE BANK	4,648.00	2013 COP Interest Payment-FY 2018/19
	7/31/2018	JP MORGAN CHASE BANK	664,000.00	2013 COP Principal Payment-FY 2018/19
220676	6/29/2018	JUAN PEDRENO	49.77	Reimb Uniform Pants
220626	6/21/2018	JV TELECOM	195.00	Network Cabling-TV in Pangelinan Ofc
220627	6/21/2018	KEN SCHWARTZ	6.44	Reimb Station to Station Mileage 6/19/18
07/13/18-35	7/13/2018	KENNETH R CAMPO CPA	19,880.00	Finance Consulting Services (142.0 Hrs)-June 2018
08/03/18-20	8/3/2018	KENNETH R CAMPO CPA	17,010.00	Finance Consulting Services (121.5 Hrs)-July 2018
07/13/18-36	7/13/2018	KJ HART ELECTRIC AND SON INC	561.80	Install Outlet for Treadmill/New Circuit Panel/Breaker-39
08/03/18-21	8/3/2018	KJ HART ELECTRIC AND SON INC	465.25	Replace Outlet GFI Near Work Bench-Stn 33 App Bay Room
06/21/18-11	6/21/2018	L N CURTIS AND SONS	449.24	Structure Boots-Alvarez
06/21/18-12	6/21/2018	L N CURTIS AND SONS	269.54	Station Boots-McKenzie
06/21/18-13	6/21/2018	L N CURTIS AND SONS	269.54	Structure Boots-Varin
06/29/18-14	6/29/2018	L N CURTIS AND SONS	167.79	Station Boots-Garcia
06/29/18-15	6/29/2018	L N CURTIS AND SONS	2,560.11	Gloves/Tool/Goggles/Bandanas/Headsup Lite-Stn 33
06/29/18-16	6/29/2018	L N CURTIS AND SONS	487.13	Head Ratchet Hydrant Wrench w/ 15-in Iron Handle
06/29/18-17	6/29/2018	L N CURTIS AND SONS	1,355.29	Uniform Shirts/Pants-Suppression
06/29/18-18	6/29/2018	L N CURTIS AND SONS	49.80	Red Carabiners (2)-Rescue
06/29/18-19	6/29/2018	L N CURTIS AND SONS	1,263.28	Helmets-Rescue Team
06/29/18-20	6/29/2018	L N CURTIS AND SONS	48.66	Gear Bag-Bower
06/29/18-21	6/29/2018	L N CURTIS AND SONS	2,338.20	Uniforms-Rescue Team
06/29/18-22	6/29/2018	L N CURTIS AND SONS	1,948.50	Special Ops Coats-HazMat Team
06/29/18-23	6/29/2018	L N CURTIS AND SONS	1,052.73	Helmets-Rescue Team
07/13/18-37	7/13/2018	L N CURTIS AND SONS	3,400.13	Combat Hoses
07/13/18-38	7/13/2018	L N CURTIS AND SONS	321.50	Uniform Pants-FLSD/Suppression
07/13/18-39	7/13/2018	L N CURTIS AND SONS	584.55	Smoke Fluid-Training Site
07/20/18-17	7/20/2018	L N CURTIS AND SONS	25.98	Screws/Washers to Replace Handle
07/20/18-18	7/20/2018	L N CURTIS AND SONS	99.59	Uniform Shirt-Vanek
07/20/18-19	7/20/2018	L N CURTIS AND SONS	3,117.60	5 Gallon Class A Foam-Stn 33 Stock
07/26/18-11	7/26/2018	L N CURTIS AND SONS	269.54	Wildland Boots-Eynck
07/26/18-12	7/26/2018	L N CURTIS AND SONS	278.20	Station Boots-Romero

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07/26/18-13	7/26/2018	L N CURTIS AND SONS	178.61	Safety/Uniform Boots-Drayton
07/26/18-14	7/26/2018	L N CURTIS AND SONS	178.61	Station Boots-Barragan
07/26/18-15	7/26/2018	L N CURTIS AND SONS	1,439.73	Uniform Shirts (14)-Academy
07/26/18-16	7/26/2018	L N CURTIS AND SONS	416.76	Globes Structure Boots-Martin
08/03/18-22	8/3/2018	L N CURTIS AND SONS	214.34	Uniform Pants (2)-Bartusch
08/03/18-23	8/3/2018	L N CURTIS AND SONS	1,474.02	30-in Hooligan Tool (4)/Pickhead Axe w/ Wood Handle (4)
220819	7/26/2018	LEADERSHIP SAN RAMON VALLEY	1,095.00	Leadership SRV Class 2018/2019-A.Perceval
220780	7/20/2018	LEONARD S NELSON	2,600.00	Closed Caption Text Addition Fee-RCF Evacuation Video
220677	6/29/2018	LIEBERT CASSIDY WHITMORE	19,017.50	Professional Services-5/31/18
220865	8/3/2018	LIEBERT CASSIDY WHITMORE	840.00	Professional Services-6/30/18
220678	6/29/2018	LIVERMORE DUBLIN DISPOSAL	255.22	Stn 30 Garbage Service-6/18
	6/29/2018	LIVERMORE DUBLIN DISPOSAL	460.78	Stn 34 Garbage Service-6/18
	6/29/2018	LIVERMORE DUBLIN DISPOSAL	630.08	Stn 38 Garbage Service-6/18
	6/29/2018	LIVERMORE DUBLIN DISPOSAL	255.22	Stn 39 Garbage Service-6/18
220820	7/26/2018	LIVERMORE DUBLIN DISPOSAL	285.89	Stn 30 Garbage Service-7/18
	7/26/2018	LIVERMORE DUBLIN DISPOSAL	516.16	Stn 34 Garbage Service-7/18
	7/26/2018	LIVERMORE DUBLIN DISPOSAL	705.81	Stn 38 Garbage Service-7/18
	7/26/2018	LIVERMORE DUBLIN DISPOSAL	285.89	Stn 39 Garbage Service-7/18
220679	6/29/2018	LIVERMORE SAW AND MOWER LLC	11.96	Repair Stihl Chainsaw/Cleaned Carburetor
	6/29/2018	LIVERMORE SAW AND MOWER LLC	134.60	Repair Stihl Chainsaw/Cleaned Cylinder Fins/Restrung
220735	7/13/2018	LIVERMORE SAW AND MOWER LLC	63.66	Replaced Damaged Bar Stud/E Clip/Rope-Stn 35
220866	8/3/2018	LIVERMORE SAW AND MOWER LLC	655.49	New Lawn Trimmer/Edger-Stn 34
220680	6/29/2018	LOGOBOSS LLC	225.98	Plates for Pictures in Admin Lobby
220867	8/3/2018	LOGOBOSS LLC	160.43	Retirement Recognition-Faria
	8/3/2018	LOGOBOSS LLC	160.43	Retirement Recognition-Gril-Martyn
220681	6/29/2018	MARK A CLEMENTI PhD	825.00	Consulting Services-Medical
220682	6/29/2018	MAS SERVICE JB MECHANICAL INC	620.52	Replace Sump Sensor in Ice Machine-Stn 34
220868	8/3/2018	MAS SERVICE JB MECHANICAL INC	670.83	Ice Maker Repairs/Install Inlet Water Kit Replacement-Stn 31
06/29/18-24	6/29/2018	MAXIM SERVICES	2,116.65	Admin Cleaning Service-6/18
06/29/18-25	6/29/2018	MAXIM SERVICES	212.80	Multifold Towels (5)/Clear Liners (2)-Admin
06/29/18-26	6/29/2018	MAXIM SERVICES	230.79	Multifold Towels (5)/Toilet Tissue/Cascade/Clear Liners-Admi
07/26/18-17	7/26/2018	MAXIM SERVICES	2,116.65	Admin Cleaning Service-7/18
07/13/18-40	7/13/2018	MEYERS NAVE PROFESSIONAL LAW ...	82.50	Legal Advise-Project Design/Project Management
220869	8/3/2018	MICHAEL L YBARRA	595.00	Reimb-ACLS/PALS/PHTLS Recertification
220870	8/3/2018	MICHAEL MOHUN	392.50	Reimb-ACLS/PALS Recertification
07/05/18-01	7/5/2018	NATALIE PROBERT KURTZ	6,096.82	ADPP Payment Less Dental/Vision/Life/EAP 6/1-6/30/18
08/03/18-24	8/3/2018	NATALIE PROBERT KURTZ	6,096.82	ADPP Payment Less Dental/Vision/Life/EAP 7/1-7/31/18
220871	8/3/2018	NICHOLS CARPET CLEANING INC	300.00	Stn 37 Carpet Cleaning Service
06/21/18-14	6/21/2018	NOB HILL CLEANERS INC	50.00	Patch on Uniform Shirts (5)
06/21/18-15	6/21/2018	NOB HILL CLEANERS INC	12.70	Uniform Cleaning-FF Reserve

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07/20/18-20	7/20/2018	NOB HILL CLEANERS INC	30.00	Pants Alterations Fee-Bartusch
07/20/18-21	7/20/2018	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts-FLSD/Academy/Suppression
07/26/18-18	7/26/2018	NOB HILL CLEANERS INC	120.00	Patches on Uniform Shirts-Academy
07/26/18-19	7/26/2018	NOB HILL CLEANERS INC	160.00	Patches on Uniform Shirts-Academy
06/29/18-27	6/29/2018	NORTH BAY AIR SYSTEMS INC	279.50	Repair A/C-Installed New Hard Start Kit Stn 34
06/29/18-28	6/29/2018	NORTH BAY AIR SYSTEMS INC	2,900.00	Replaced Condenser Motor Fans-Main HVAC Admin Bldg
220683	6/29/2018	OFFICE DEPOT	163.37	Office Supplies
220736	7/13/2018	OFFICE DEPOT	(39.37)	Credit-Office Supplies
	7/13/2018	OFFICE DEPOT	572.80	Office Supplies
220821	7/26/2018	OFFICE DEPOT	179.65	Office Supplies-Admin
	7/26/2018	OFFICE DEPOT	305.86	Office/Kitchen Supplies-Admin
220872	8/3/2018	OFFICE DEPOT	202.83	Office/Household Supplies-Admin
220873	8/3/2018	OREILLY AUTOMOTIVE INC	270.35	1-Qt Motor Oil (24)/AC Freon-Unit 393/Fleet Stock
	8/3/2018	OREILLY AUTOMOTIVE INC	(136.30)	Credit-Battery/Core Return
	8/3/2018	OREILLY AUTOMOTIVE INC	164.00	Oil Filters (3)-Unit 353 & Stock/Battery-Unit 394
07/26/18-20	7/26/2018	ORKIN	171.70	Stn 36 Pest Control Service-7/19/18
07/13/18-41	7/13/2018	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-6/29/18
07/13/18-42	7/13/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-6/29/18
07/13/18-43	7/13/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-6/28/18
07/13/18-44	7/13/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-6/27/18
07/13/18-45	7/13/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-6/29/18
07/13/18-46	7/13/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-6/29/18
220628	6/21/2018	PAUL CONWAY SHIELDS	57.49	Helmet Shield-Healy
220822	7/26/2018	PAUL JANNISSE	1,200.00	2018 Medical Plan Opt Out 7/18-9/18
06/29/18-29	6/29/2018	PETER C BENSON	10,560.00	EMS Medical Director-Consulting Services 6/18
220874	8/3/2018	PETERSON TRUCKS INC	3,967.05	A/C System Complete Rebuild-Unit 604
220629	6/21/2018	PGE	1,125.92	New Stn 32 Gas/Electric Service 6/18
	6/21/2018	PGE	1,223.67	Stn 36 Gas/Electric Service 6/18
220737	7/13/2018	PGE	18,495.00	Gas/Electric Service-6/18
	7/13/2018	PGE	45.30	Stn 34 Signal Light-6/18
220781	7/20/2018	PGE	1,150.30	New Stn 32 Gas/Electric Service 7/18
220823	7/26/2018	PGE	1,357.45	Stn 36 Gas/Electric Service 7/18
220630	6/21/2018	PHYSIO CONTROL INC	17,136.00	Physio Control Service Plan 1/2/18-1/1/19
220631	6/21/2018	PITNEY BOWES INC	323.96	Postage Meter Rental
220632	6/21/2018	PRIMO ESPRESSO COMPANY	49.91	Admin Coffee Supplies
220738	7/13/2018	PUBLIC SURPLUS	2,041.49	Public Auction Fee-Sell District Vehicles (7)-4/18
07/20/18-22	7/20/2018	RAHUL MAHARAJ	3,015.00	EMD/EFD-Q Assurance Review/MDRC FDRC Mtg (67.0 Hours)-6/18
07/26/18-21	7/26/2018	RAHUL MAHARAJ	990.00	CCC EMS Compliance Review Services (22.0 Hours)-6/18
220633	6/21/2018	RAY A MORGAN COMPANY INC	3,976.72	Backup Software Maintenance
220782	7/20/2018	RAY A MORGAN COMPANY INC	1,360.97	FLSD Document Conversion Project

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220875	8/3/2018	REBECCA GILMAN	109.14	Reimb-Uniform Shoes
07/26/18-22	7/26/2018	RED WING BUSINESS ADVANTAGE A...	38.04	Zipper Kit-Drayton
07/13/18-47	7/13/2018	REPUBLIC SERVICES 210	633.13	Stn 36 Garbage Service-7/18
07/13/18-48	7/13/2018	REPUBLIC SERVICES 210	316.54	Stn 33 Garbage Service-7/18
07/13/18-49	7/13/2018	REPUBLIC SERVICES 210	633.13	Stn 31 Garbage Service-7/18
07/13/18-50	7/13/2018	REPUBLIC SERVICES 210	301.31	Stn 35 Garbage Service-7/18
07/13/18-51	7/13/2018	REPUBLIC SERVICES 210	602.59	Training Site Garbage Service-7/18
07/13/18-52	7/13/2018	REPUBLIC SERVICES 210	301.31	Stn 32 Garbage Service-7/18
220684	6/29/2018	RICKY LANIOHAN	200.00	Reimb PHTLS Recertification
220876	8/3/2018	ROBERT FOUTS	245.00	Reimb-PHTLS Recertification
220685	6/29/2018	SACRAMENTO METROPOLITAN FIRE...	853.18	2016/17 1% Admin Fee
220783	7/20/2018	SAFETY-KLEEN SYSTEMS INC	216.50	Parts Washer Service-Fleet Shop
220739	7/13/2018	SAN MATEO REGIONAL NETWORK I...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
220784	7/20/2018	SAN RAMON CHAMBER OF COMME...	90.00	Tri-Valley Mayor's Summit-Chief Meyer/Director Yancey
220740	7/13/2018	SCOTT A BALCH	350.00	Reimb ACLS/PALS Recertification
220686	6/29/2018	SCOTT SAUVE	700.00	Reimb Education Asst-Collapsed Structure Rescue
	6/29/2018	SCOTT SAUVE	75.00	Reimb Education Asst-RIO Class
07/13/18-53	7/13/2018	SCOTTS PPE RECON INC	7,427.46	PPE Repairs/Maintenance-June 2018
220741	7/13/2018	SEEVER AND SONS TIRE	1,445.60	New Tires (2)-Unit 500
220634	6/21/2018	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
220687	6/29/2018	SHAMROCK OFFICE SOLUTIONS INC	208.32	Admin Copier Overage Charge 6/1/18-6/30/18
220742	7/13/2018	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
220785	7/20/2018	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
220877	8/3/2018	SHAMROCK OFFICE SOLUTIONS INC	58.61	Admin Copier Overage Charge 7/1/18-7/31/18
220688	6/29/2018	SHANE SMITH	245.00	Reimb PHTLS Recertification
220824	7/26/2018	SHANE SMITH	89.00	Reimb-DMV Physical Test Fee
220878	8/3/2018	SHIELDS HARPER AND COMPANY INC	457.30	Diagnostic To Repair Fuel System Chip Reader-Stn 34
220635	6/21/2018	SILVERADO AVIONICS, INC.	6,475.34	Bendix King Radios (3)
220689	6/29/2018	SKYHAWK PHOTOGRAPHY	650.00	Preplan-Cantera at Gale Ranch (Billed to Toll Brothers)
220786	7/20/2018	SKYHAWK PHOTOGRAPHY	650.00	Preplan-Blackhawk Fitness Center
220787	7/20/2018	SMILE BUSINESS PRODUCTS INC	289.71	FY 17/18 Training Copier Maintenance Agreement
220788	7/20/2018	SOLAR WINDS	3,500.00	SolarWinds Network Monitoring Software Maint-FY 2018/19
220789	7/20/2018	SPARTAN MOTORS USA INC	820.21	Gauge Cluster-Unit 508
220743	7/13/2018	SPRINT	1,481.61	Mobile Data Wireless Access Fee 5/26/18-6/25/18
220790	7/20/2018	SPRINT	763.74	T1 Port Access Bundle-6/18/18
220825	7/26/2018	SPRINT	762.45	T1 Port Access Bundle-7/18/18
220636	6/21/2018	STERLING COMPUTERS CORPORATI...	2,345.38	Computer-Media Communications Public Ed Specialist
220826	7/26/2018	STERLING COMPUTERS CORPORATI...	1,735.66	Dell Latitude 5490 XCTO Laptop/Docking Station-Parsons
220744	7/13/2018	STEVE AND SUE SPRINGER	2,300.00	Engine Storage Rent Fee 7/1/18-12/31/18
220745	7/13/2018	SUN LIFE FINANCIAL	25,915.09	Dental Insurance-7/18

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	7/13/2018	SUN LIFE FINANCIAL	19,047.57	Dental Insurance-Retirees 7/18
220791	7/20/2018	SUPERIOR AUTO PARTS WAREHOUSE	21.15	Antique Engine Rear End Treatment-Unit 899
220879	8/3/2018	SUPERIOR AUTO PARTS WAREHOUSE	25.94	Mobil 5W30 Motor Oil (4)-Unit 344
220637	6/21/2018	SUPPLYWORKS	183.28	Janitorial Supplies-Stn 32
220792	7/20/2018	SUPPLYWORKS	114.17	Janitorial/Household Supplies-New Stn 32
220880	8/3/2018	SUPPLYWORKS	173.09	Janitorial/Household Supplies-New Stn 32
220827	7/26/2018	TARGET SOLUTIONS	17,475.00	TargetSolutions Membership/Maintenance Fee-7/1/18-6/30/19
220638	6/21/2018	TEAMVIEWER	1,194.00	Teamviewer Subscription (13)
220690	6/29/2018	TELECOMMUNICATIONS ENG. ASSOC.	5,711.64	Fire Station Speaker/Installation-Stn 31
220746	7/13/2018	THE HARTFORD PRIORITY ACCOUNTS	1,833.00	Life/AD&D Insurance-7/18
220639	6/21/2018	THOMAS MAHONEY	2,850.80	Mutual Aid Tubbs Fire #CA-LNU-010045-Oct 2017
220640	6/21/2018	TRAVERSOS WORK SHOE HEADQUA...	447.93	Wildland Boots-Terres
220641	6/21/2018	TREDENT DATA SYSTEMS INC	8,289.00	Network Switches-Comm Ctr
220828	7/26/2018	TREDENT DATA SYSTEMS INC	1,222.00	Annual 24x7 NetSupport Maint-3 Network Switches
	7/26/2018	TREDENT DATA SYSTEMS INC	1,215.60	Cisco WAN Network Interface Module
220691	6/29/2018	TRITECH SOFTWARE SYSTEMS	103,701.59	Software Maintenance 5/17/18-5/16/19
220793	7/20/2018	TRITECH SOFTWARE SYSTEMS	242.60	Reimb-GIS Training Travel Expense-April 2018
	7/20/2018	TRITECH SOFTWARE SYSTEMS	1,451.62	Reimb-GIS Training Travel Expense-May 2018
220642	6/21/2018	UNITED PARCEL SERVICE	49.80	Delivery Charges-6/16/18
220747	7/13/2018	UNITED PARCEL SERVICE	77.61	Delivery Charges-6/30/18
220829	7/26/2018	UNITED PARCEL SERVICE	48.40	Delivery Charges-7/21/18
220881	8/3/2018	UNITED PARCEL SERVICE	23.08	Delivery Charges-7/28/18
BS 05/18-1	6/22/2018	US BANK	169.99	Wall Mount Garden Hose Reel-Stn 30
BS 05/18-2	6/22/2018	US BANK	121.76	Plastic Totes/Drawers-Meds Storage Project
BS 05/18-3	6/22/2018	US BANK	57.75	Garden Hose/Mounting Supplies-Stn 30
BS 05/18-4	6/22/2018	US BANK	324.70	Aluminum Clipboards (10)-HazMat
BW 05/18-1	6/22/2018	US BANK	90.08	Misc. Kitchen Supplies-Stn 31
BW 05/18-2	6/22/2018	US BANK	66.01	Pans/Skillets-Stn 31
DB 05/18-1	6/22/2018	US BANK	45.00	Constant Contact-CERT Renewal Email System
DB 05/18-2	6/22/2018	US BANK	129.87	Misc. Giveaway-Emergency Prep Fair 9/29/18
DF 05/18-1	6/22/2018	US BANK	715.11	Admin/Stn 31 Documents Shredding Service-4/17,5/3/18
DF 05/18-2	6/22/2018	US BANK	928.58	Stn 35 New Dishwasher/Installation/Haul Away
DF 05/18-3	6/22/2018	US BANK	94.15	Label Machine Tapes (3)-Stn 30 Fleet Shop
DF 05/18-4	6/22/2018	US BANK	8.62	5-Gal Buckets (2)-Admin Battery Recycling Program
DF 05/18-5	6/22/2018	US BANK	35.00	Broken Furnitures Dump Run
DF 05/18-6	6/22/2018	US BANK	20.65	Lightbulbs (12)-Stn 31
DF 05/18-7	6/22/2018	US BANK	8.63	EZ Screw/Screw Pack-Faria's Office Lock Box Installation
DH 05/18	6/22/2018	US BANK	35.31	Business Luncheon Meeting-District System Inquiry
DM 05/18-1	6/22/2018	US BANK	92.02	Business Cards-Marhenke
DM 05/18-2	6/22/2018	US BANK	114.73	Uniform Boots-Marhenke

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
DMc 05/18-1	6/22/2018	US BANK	537.05	CalCard Statement-D.McNamara
DMc 05/18-2	6/22/2018	US BANK	140.26	Unleaded Fuel
DP 05/18-1	6/22/2018	US BANK	726.95	Lodging-Navigator Conf-Pangelinan 4/23-4/26/18
DP 05/18-2	6/22/2018	US BANK	78.97	Meals/Taxi-Navigator Conf-Pangelinan/Drayton/Stamey
DP 05/18-3	6/22/2018	US BANK	776.95	Lodging-Navigator Conf-Williams 4/23-4/26/18
DP 05/18-4	6/22/2018	US BANK	885.00	Public Safety Design Conf-Meyer/Pangelinan/Drayton 5/9-5/11
DP 05/18-5	6/22/2018	US BANK	51.35	Baggage Fee/Taxi-Public Safety Design Conf-Pangelinan
DP 05/18-6	6/22/2018	US BANK	384.76	Lodging-Public Safety Design Conf-Pangelinan 5/9-5/11/18
DP 05/18-7	6/22/2018	US BANK	199.06	Office Supplies-Comm Center
DV 05/18	6/22/2018	US BANK	40.03	CalCard Statement-D.Vanek
EK 05/18	6/22/2018	US BANK	97.37	Jack Repair Kit (5)-Stn 33
FD 05/18-1	6/22/2018	US BANK	49.55	Unleaded Gasoline
FD 05/18-2	6/22/2018	US BANK	80.65	Meals/Taxi/Parking-Navigator Conf-Drayton
FD 05/18-3	6/22/2018	US BANK	1,274.10	Airfare-Public Safety Conf-Drayton/Meyer/Pangelinan 5/9-5/11
FD 05/18-4	6/22/2018	US BANK	726.95	Lodging-Navigator Conf-Drayton 4/23-4/26/18
FD 05/18-5	6/22/2018	US BANK	68.89	Business Luncheon Meeting-Drayton
FD 05/18-6	6/22/2018	US BANK	631.31	Lodging-Public Safety Design Conf-Drayton 5/9-5/11/18
JA 05/18-1	6/22/2018	US BANK	99.00	Training Website Storage Program
JA 05/18-2	6/22/2018	US BANK	140.67	Video Assistance Device
JA 05/18-3	6/22/2018	US BANK	750.00	HazMat Training 5/14-5/17/2018-D.Curtis
JA 05/18-4	6/22/2018	US BANK	54.09	Misc. Office Supplies-SRV Website
JB 05/18	6/22/2018	US BANK	180.46	Tires Emergency Repair-Unit 733
JC 05/18-1	6/22/2018	US BANK	123.41	Lunch-HeartSafe Comm Retreat
JC 05/18-2	6/22/2018	US BANK	42.26	Snacks-HeartSafe Retreat
JC 05/18-3	6/22/2018	US BANK	30.00	NorCal FPO Monthly Meeting Fee-Castro 05/18
JC 05/18-4	6/22/2018	US BANK	112.36	Lunch-HeartSafe Crew-7th Grade CPR Training
JL 05/18-1	6/22/2018	US BANK	33.65	Coffee/Refreshments-Training Mtg w/ Chief Sprague
JL 05/18-2	6/22/2018	US BANK	866.52	Training Site Construction Fence-Trench Rescue
JL 05/18-3	6/22/2018	US BANK	75.71	Coffee/Refreshments-5/17/18 Officers Meeting
JV 05/18-1	6/22/2018	US BANK	147.57	Breakfast-5/15/18 Officers Meeting
JV 05/18-2	6/22/2018	US BANK	33.90	Coffee-5/15/18 Officers Meeting
KS 05/18-1	6/22/2018	US BANK	923.15	Drinking Water/Laundry Detergent-Stn 33 Stock
KS 05/18-2	6/22/2018	US BANK	478.81	Household Supplies-Stn 33 Stock
LP 05/18	6/22/2018	US BANK	53.27	Lunch-Anti Harrasment Training-Phares/Korthamar
MO 05/18-1	6/22/2018	US BANK	325.00	Instructor 1 Class Fee-O'Connor
MO 05/18-2	6/22/2018	US BANK	345.00	Instructor 2 Class Fee-O'Connor
MR 05/18	6/22/2018	US BANK	93.66	Temporary Apparatus Identifiers
NK 05/18-1	6/22/2018	US BANK	2,025.17	Meals/Refreshments-Firefighter Interviews
NK 05/18-2	6/22/2018	US BANK	348.90	Misc. Office Supplies
NK 05/18-3	6/22/2018	US BANK	4,313.72	Lodging-Fire Captain Assessors (7) 5/5-5/11/18

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
NK 05/18-4	6/22/2018	US BANK	4.29	Photo Printing
NK 05/18-5	6/22/2018	US BANK	200.00	Account Replenishment-Employee ID Cards
NK 05/18-6	6/22/2018	US BANK	119.69	Camera/USB Flash Drive-Employee Photo Project
NK 05/18-7	6/22/2018	US BANK	1,390.00	CalPELRA Labor Relations Conf-Korthamar/Castanha 12/4-12/7
NK 05/18-8	6/22/2018	US BANK	700.00	CalPELRA Membership Dues-Korthamar/Castanha
PM 05/18-1	6/22/2018	US BANK	46.27	Business Luncheon Mtg-Chief Meyer/Director Yancey/P.Benson
PM 05/18-2	6/22/2018	US BANK	31.98	Parking-Public Safety Design Conf-Meyer 5/9-5/11/18
PM 05/18-3	6/22/2018	US BANK	74.41	Meals-Public Safety Design Conf-Meyer/Drayton/Pangelinan
PM 05/18-4	6/22/2018	US BANK	205.32	Car Rental-Public Safety Design Conf-Meyer 5/9-5/11/18
PM 05/18-5	6/22/2018	US BANK	677.26	Lodging-Public Safety Design Conf-Meyer 5/9-5/11/18
RE 05/18-1	6/22/2018	US BANK	105.09	Transportation-NorCal FPO Code Hearings-Evitt 4/19-4/24/18
RE 05/18-2	6/22/2018	US BANK	30.16	Meals-NorCal FPO Code Hearings-Evitt 4/19-4/24/18
RE 05/18-3	6/22/2018	US BANK	816.65	Lodging-NorCal FPO Code Hearings-Evitt 4/19-4/24/18
RH 05/18	6/22/2018	US BANK	115.87	Rescue Systems Reading Materials
RW 05/18	6/22/2018	US BANK	19.18	Coffee Supplies-FLSD OTC Waiting Room
SB 05/18-1	6/22/2018	US BANK	37.87	SRV Leadership Event Fee-P.Meyer 4/27/2018
SB 05/18-2	6/22/2018	US BANK	6.99	Refreshments-4/30/18 Board Meeting
SB 05/18-3	6/22/2018	US BANK	295.00	2018 EERI Membership Dues-Director Parker
SB 05/18-4	6/22/2018	US BANK	31.23	Board Sub-Committee Lunch-4/30/2018
SB 05/18-5	6/22/2018	US BANK	86.60	Refreshments-5/23/18 Board Meeting
SC 05/18-1	6/22/2018	US BANK	214.34	Magenta Toner Cartridge (1)-Dispatch
SC 05/18-10	6/22/2018	US BANK	348.00	SSL Certificate (1)-Exchange Server
SC 05/18-11	6/22/2018	US BANK	438.41	HP LaserJet Color Printer (1)-Stn 38
SC 05/18-12	6/22/2018	US BANK	162.36	Back-Up Hard Drive (1)-IT
SC 05/18-13	6/22/2018	US BANK	59.99	Laptop Backpack (1)-Call
SC 05/18-14	6/22/2018	US BANK	9.99	iPhone Screen Protectors (3)-Korthamar/Call/Spare
SC 05/18-15	6/22/2018	US BANK	1,035.52	iPad Pro (1)/iPad Apple Care-Drayton
SC 05/18-16	6/22/2018	US BANK	86.18	iPad Case (1)-Drayton
SC 05/18-17	6/22/2018	US BANK	24.95	iPhone Case Warranty Replacement-Meyer
SC 05/18-18	6/22/2018	US BANK	25.97	Bluetooth Headphones (1)-Meyer
SC 05/18-19	6/22/2018	US BANK	96.34	Apple Pencil (1)-Drayton
SC 05/18-2	6/22/2018	US BANK	32.46	Monitor Mount (1)-Duncan
SC 05/18-3	6/22/2018	US BANK	144.90	iPhone Case/Charger (1)-Hatfield
SC 05/18-4	6/22/2018	US BANK	125.00	T-Cards (1000)-Comm. Volunteers
SC 05/18-5	6/22/2018	US BANK	151.54	Black Toner Cartridge (1)-Stn 30
SC 05/18-6	6/22/2018	US BANK	79.00	Cisco VoIP Phone Repairs (1)-Pangelinan
SC 05/18-7	6/22/2018	US BANK	214.34	Yellow Toner Cartridge (1)-Stn 36
SC 05/18-8	6/22/2018	US BANK	428.68	Yellow/Cyan Toner Cartridges (2)-Stn 30
SC 05/18-9	6/22/2018	US BANK	330.54	Radio Antennas (3)-Comm. Reserves
TW 05/18-1	6/22/2018	US BANK	338.15	HazMat Tool Calibration Fee

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
TW 05/18-2	6/22/2018	US BANK	99.00	Collapsible Utility Wagon-HazMat
	6/22/2018	US BANK	338.39	Nitrile Gloves/Work Gloves-HazMat Stock
Wire 7/27/18	7/27/2018	US BANK CORPORATE TRUST SVCS	223,775.00	2015 COP Interest Payment FY 2018/19
	7/27/2018	US BANK CORPORATE TRUST SVCS	155,000.00	2015 COP Principal Payment FY 2018/19
220692	6/29/2018	US BANK EQUIPMENT FINANCE	1,154.51	Admin Ricoh Copiers Lease (2) 6/1/18-7/1/18
220794	7/20/2018	US BANK EQUIPMENT FINANCE	1,154.51	Admin Ricoh Copiers Lease (2) 7/1/18-8/1/18
220748	7/13/2018	US HEALTHWORKS MEDICAL GROUP..	440.00	Drug/PT Testing-FF Reserves (4)
	7/13/2018	US HEALTHWORKS MEDICAL GROUP..	2,713.12	Drug/PT Testing-FF/Reserves
	7/13/2018	US HEALTHWORKS MEDICAL GROUP..	160.00	Drug/PT Testing-Volunteer Comm Reserves (2)
220795	7/20/2018	US HEALTHWORKS MEDICAL GROUP..	2,558.12	Drug/PT Testing-FF PM/Reserves
220830	7/26/2018	US HEALTHWORKS MEDICAL GROUP..	1,992.08	Drug/PT Testing-FF PM/Reserves Candidates
06/29/18-30	6/29/2018	VALBRIDGE PROPERTY ADVISORS	2,500.00	Deposit-Appraisal of Old Station 32
220831	7/26/2018	VALLEJO FIRE EXTINGUISHER INC	986.60	SCBA Cylinders Hydro Test (20)/Parts
220749	7/13/2018	VALLEY PLUMBING HOME CTR INC	298.00	Annual Backflow Testing-Stn 30
	7/13/2018	VALLEY PLUMBING HOME CTR INC	154.50	Clear Clog-Women's Locker Room Shower
	7/13/2018	VALLEY PLUMBING HOME CTR INC	201.20	Replaced Parts/Repair Leak-Stn 34
220750	7/13/2018	VERITIV OPERATING COMPANY	450.71	Foam Hand Soap-Admin
220643	6/21/2018	VERIZON WIRELESS	406.14	Cell Phone Charges 5/4/18-6/3/18
220796	7/20/2018	VERIZON WIRELESS	251.96	Physio-Control Heart Monitor Modems 5/24/18-6/23/18
220832	7/26/2018	VERIZON WIRELESS	415.43	Cell Phone Charges 6/4/18-7/3/18
220833	7/26/2018	VICKI GRANT	900.00	2018 Medical Plan Opt Out 7/18-9/18
220693	6/29/2018	VICKIE CALLAHAN	1,041.89	Job Shirts/Polo/Uniform-Stock
220797	7/20/2018	VICKIE CALLAHAN	486.53	Polo Shirts (15)-Comm. Reserves
	7/20/2018	VICKIE CALLAHAN	543.59	Polo Shirts/Job Shirts/Jackets-Dispatch/Suppression
	7/20/2018	VICKIE CALLAHAN	6,771.53	Stock Uniforms-Shirts/Caps/Shorts/Sweats
220751	7/13/2018	VISION SERVICE PLAN	4,940.66	Vision Insurance-7/18
	7/13/2018	VISION SERVICE PLAN	4,346.53	Vision Insurance-Retirees 7/18
220694	6/29/2018	WASTE MANAGEMENT OF ALAMED...	210.59	Stn 30 Garbage Recycling Service-6/18
	6/29/2018	WASTE MANAGEMENT OF ALAMED...	90.00	Stn 34 Garbage Recycling Service-6/18
	6/29/2018	WASTE MANAGEMENT OF ALAMED...	179.15	Stn 38 Garbage Recycling Service-6/18
	6/29/2018	WASTE MANAGEMENT OF ALAMED...	90.00	Stn 39 Garbage Recycling Service-6/18
220834	7/26/2018	WASTE MANAGEMENT OF ALAMED...	210.59	Stn 30 Garbage Recycling Service-7/18
	7/26/2018	WASTE MANAGEMENT OF ALAMED...	90.00	Stn 34 Garbage Recycling Service-7/18
	7/26/2018	WASTE MANAGEMENT OF ALAMED...	179.15	Stn 38 Garbage Recycling Service-7/18
	7/26/2018	WASTE MANAGEMENT OF ALAMED...	90.00	Stn 39 Garbage Recycling Service-7/18
08/03/18-25	8/3/2018	WATTCO EQUIPMENT INC.	777.00	Strip Out Old Chevy Tahoe-Unit 344
07/13/18-54	7/13/2018	WESTERN MACHINERY ELECTRIC INC	764.03	Generator Repair-Replaced Battery/Coolant Temp Sensor-Stn 38
07/13/18-55	7/13/2018	WESTERN MACHINERY ELECTRIC INC	263.08	Generator Repair-Replaced GFI Outlet Stn 30
07/13/18-56	7/13/2018	WESTERN MACHINERY ELECTRIC INC	653.79	New Drop Hitch for Portable Generator-Stn 31
08/03/18-26	8/3/2018	WESTERN MACHINERY ELECTRIC INC	426.01	Faulted Gentraker During Weekly Test/Diagnostic Fee-Stn 39

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 6/16/2018 Through 8/8/2018

Check Number	Check Date	Payee	Check Amount	Transaction Description
07/13/18-57	7/13/2018	WILLIAM D ROSS ESQ	6,130.50	Legal Services-General Matters 6/18
07/13/18-58	7/13/2018	WILLIAM D ROSS ESQ	673.75	Legal Services-Personnel Matters 6/18
06/29/18-31	6/29/2018	WITTMAN ENTERPRISES LLC	18,042.89	Ambulance Collection Fees-5/18
07/26/18-23	7/26/2018	WITTMAN ENTERPRISES LLC	14,174.24	Ambulance Collection Fees-6/18
220882	8/3/2018	WORLDPOINT ECC INC	34.44	EMS-AHA eBook BLS Instructor Manual (1)
	8/3/2018	WORLDPOINT ECC INC	135.40	EMS-AHA HeartCode BLS Online Keys (5)
220695	6/29/2018	ZBATTERY COM INC	584.88	Batteries-Stn 33
220798	7/20/2018	ZBATTERY COM INC	647.48	Batteries-Stn 33 Stock
Report Total			20,890,008.91	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS BOARD BUDGET WORKSHOP
Minutes –June 18, 2018**

Board of Directors Budget Workshop

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Vice-President Kerr, Directors Campbell, Parker and Yancey

Board Members Absent: Board President Stamey

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Controller Hatfield, Director of Emergency Communications Pangelinan, Director of HR Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, Interim Chief Selover, District Clerk Brooks.

1. CALL TO ORDER

Vice-President Kerr chaired the meeting and called the meeting to order at 10:00 a.m.

2. PLEDGE OF ALLEGIANCE

Vice-President Kerr led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes were made to the agenda.

4. PUBLIC COMMENT

None.

5. BUDGET WORKSHOP

5.1 Review and discussion of proposed Annual Operating and Capital Budgets for Fiscal Year 2018/19.

Chief Meyer provided an overview of the 28/19 proposed budget stating that our District's demographics are changing, i.e., the new City Center and that we have to adapt to change.

Director Kerr stated that a Finance Committee meeting was held last week where he and Director Yancey met with staff to review the preliminary budget.

At this time in the meeting, Financial Consultant Campo thanked Controller Hatfield for her assistance in developing the budget, and then proceeded to provide an overview of the operating and capital budget for 2018/19.

Director Kerr asked about workers compensation liability and our work with the City of San Ramon on some asphalt issues, as well as Disaster Preparedness in the District.

The Board and staff took a short recess at 11:15 a.m.

Chief Meyer discussed the pending District deployment changes contained in the budget and how those changes would benefit the community.

Director Parker stated that our Thermal Imaging tools are a great resource for the District and also discussed the need for active shooter training. Task Force 4 was discussed as well as Haz Mat and Rescue Training.

Discussion followed regarding the need to transition to a form of electronic billing for ambulance transports to facilitate the cost recovery process.

Director Yancey discussed fleet maintenance and inspection schedules. Chief Meyer responded with a discussion of our joint effort with Alameda County regarding maintenance and inspections.

Director Parker asked about inspections in units above four stories. Chief Meyer responded by stating that we are in compliance and these inspections are state mandated.

Board Vice-President Kerr asked if new Media Specialist would be full time or part time. Staff responded it was full time.

Chief Meyer asked for direction from the Board regarding our connectivity issue stating that a contract with Definitive Networks will be coming before the Board at the June 27th Board meeting. The Board gave direction for staff to proceed with this item.

Each manager then reviewed their department budgets and answered questions when needed.

Chief Meyer thanked all of the staff for their work in assembling this budget. The Board then thanked everyone for their hard work.

6. ADJOURNMENT

The meeting was adjourned by Vice-President Kerr at 1:00 p.m.

Prepared by: _____
Susan F. Brooks, District Clerk

Approved by: _____
Jay Kerr, Board Vice-President

William D. Ross
Karin A. Briggs
David Schwarz

Kypros G. Hostetter
Of Counsel

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
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11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 45/3

June 29, 2018

VIA ELECTRONIC TRANSMISSION

sbrooks@srvfire.ca.gov

The Honorable Matthew Stamey, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, California 94583

Re: Report Upon Return from Closed Session; Regular Meeting of the San Ramon Valley Fire Protection District Board of Directors; June 27, 2018

Dear President Stamey and Members of the District Board of Directors:

This communication sets forth reportable action, if any, of the Board of Directors (“Board”) of the San Ramon Valley Fire Protection District (“District”) consistent with provisions of the Ralph M. Brown Open Meeting Act (Government Code section 54950 *et seq.*), resulting from the Closed Session of the June 27, 2018 Regular District Board Meeting.

The Open Session convened at 1:04 p.m. to address matters agendized for Board consideration. The Open Session concluded at 2:49 p.m. and your Board adjourned into Closed Session at 3:03 p.m.

There were two items agendized for Closed Session consideration:

- 13.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed; and,
- 13.2 Annual Fire Chief Evaluation and Discussion of mutual goals, pursuant to Government Code Section 54957.

The Honorable Matthew Stamey, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
June 29, 2018
Page 2

With respect to the both of the matters considered under Agenda Item No. 13.1, there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2).

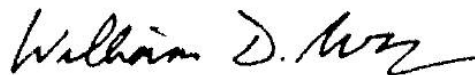
With respect to Agenda Item No. 13.2, there was reportable action in the form of the approval of the Third Amendment to Employment Agreement between the San Ramon Valley Fire Protection District and Paige Meyer. The Board vote for approval of the Agreement, which was announced upon return to Open Session, was 4-0 with Director Campbell not participating.

The Closed Session concluded at 3:53 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendized for Closed Session consideration.

This communication should be added to the Agenda for review under the Consent Calendar of your next Regular or Special Meeting.

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,



William D. Ross

WDR:bk

cc: Paige Meyer, District Chief

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
Minutes – July 13, 2018 Minutes**

Board of Directors Special Meeting

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
San Ramon, CA 94583

Board Members Present: Board President Stamey, Directors Kerr, Parker and Yancey

Absent: Director Campbell

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Drayton, Controller Hatfield, District Legal Counsel Ross and District Clerk Brooks

1. CALL TO ORDER

Board President Stamey chaired the meeting and called for order at 10:00 a.m.

2. PLEDGE OF ALLEGIANCE

Chief Meyer led those present in the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes to the agenda.

4. PUBLIC COMMENT

None.

5. NEW BUSINESS

5.1 Consideration of approval of contract with Garland/DBS, Inc., for replacement of roof at Station 31 in the amount not to exceed \$450,000 and to allocate an additional \$140,000 of CIP funds for the project.

Representatives from both Garland (Joe Salazar) and Platinum Roofing (Tom Blalock) were present at the meeting.

Chief Meyer explained the need for the new roof at Station 31 stating that it has been patched many times and due to the fact that our Communications Center, as well as Firefighters being housed in that facility it is urgent that a new roof be installed.

Lengthy discussion took place regarding the high cost of the project, consortium type bidding that took place, the 30-year warranty that is included and the general scope of the

project, as well as the security of the project while construction is taking place. The Board reviewed the photo of the top of the roof showing all the detail of what has to be removed and replaced during construction. Chief Meyer explained the reason for this special meeting for this item was so that once approved the project could get started due to the fact that the rainy season would be a difficult time for construction.

District Counsel Ross stated that he would like included in the contract (1) time is of the essence, (2) Hazardous Materials found will be disposed of properly; and (3) warranty regarding the scope of work to be included in the contract.

Motion by Director Yancey to approve the contract (as amended by District Counsel Ross) with Garland/DBS, Inc., for the replacement of roof at Station 31 in the amount of \$450,000 and to allocate an additional \$140,000 of CIP funds for the project. Motion seconded by Director Parker. Motion carried. Ayes: 3 – Board President Stamey, Directors Parker and Yancey, Noes: 1 – Director Kerr, Absent: 1- Director Campbell

Board President Stamey thanked the Board for their attendance at the special meeting, and thanked the representatives from Platinum and Garland for their attendance.

Director Yancey thanked Deputy Chief Drayton and Financial Consultant Campo for their hard work and asked that the Board receive periodic updates on the roof project at Station 31.

Chief Meyer stated that Acting Interim Chief Selover would be the lead contact for this project.

The meeting adjourned at 11:05 a.m.

6. ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED BOARD MEETING AT 1:00 P.M. WEDNESDAY, AUGUST 22, 2018 IN THE BOARDROOM.

Prepared by: _____
Susan F. Brooks
District Clerk

Approved by: _____
Matthew Stamey
Board President

9/1-10 OH
7/16/18 OAH

**San Ramon Valley Fire Protection District
Salaries, Payroll Taxes & Retirement Contributions**

For the Month of: June 2018

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	1,560.00	119.34	-	1,679.34	0.04%
Fire Chief	1	28,531.26	656.45	18,571.89	47,759.60	1.14%
Personnel	3	32,608.07	544.96	11,710.67	44,863.70	1.07%
Finance	3	29,962.04	425.69	10,122.50	40,510.23	0.97%
Fire Life & Safety	10	115,904.10	2,291.69	44,034.68	162,230.47	3.88%
Technology	2	30,816.51	788.42	8,006.56	39,611.49	0.95%
Facilities	1	11,289.92	804.31	2,526.65	14,620.88	0.35%
Fire Suppression	121	2,259,785.52	31,915.33	1,186,501.16	3,478,202.01	83.28%
Communication Center	12	171,838.27	2,964.55	45,465.02	220,267.84	5.27%
Fleet	1	9,884.81	143.33	3,091.92	13,120.06	0.31%
Training	1	6,108.00	86.46	2,219.65	8,414.11	0.20%
EMS	2	32,180.16	672.65	24,340.82	57,193.63	1.37%
Rescue		16,167.00	-	12,228.59	28,395.59	0.68%
HazMat		11,316.00	-	8,559.33	19,875.33	0.48%
TOTALS	162	2,757,951.66	41,413.18	1,377,379.44	4,176,744.28	100.00%

8/13/10 DH

**San Ramon Valley Fire Protection District
Salaries, Payroll Taxes & Retirement Contributions**

For the Month of: July 2018

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	4	615.00	47.05	-	662.05	0.02%
Fire Chief	1	28,737.03	672.34	18,080.36	47,489.73	1.10%
Personnel	3	33,983.58	567.55	11,350.64	45,901.77	1.06%
Finance	3	29,530.63	419.45	9,820.51	39,770.59	0.92%
Fire Life & Safety	10	101,112.71	1,816.44	42,942.65	145,871.80	3.38%
Technology	2	26,618.73	346.81	7,968.05	34,933.59	0.81%
Facilities	1	12,004.00	784.99	2,942.47	15,731.46	0.36%
Fire Suppression	121	2,376,343.53	33,738.96	1,192,473.06	3,602,555.55	83.57%
Communication Center	13	199,455.35	3,244.55	41,487.95	244,187.85	5.66%
Fleet	1	8,989.64	130.35	3,031.36	12,151.35	0.28%
Training	1	6,108.00	86.45	2,125.58	8,320.03	0.19%
EMS	3	40,237.71	727.90	24,083.68	65,049.29	1.51%
Rescue		16,788.00	-	11,906.03	28,694.03	0.67%
HazMat		11,316.00	-	8,333.56	19,649.56	0.46%
TOTALS	163	2,891,839.91	42,582.84	1,376,545.90	4,310,968.65	100.00%



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Susan F. Brooks – District Clerk
Subject: LAFCO FY 2018-19 Billing

Background:

In accordance with the Cortese Knox Hertzberg Act, (Government Code Section 56000 et seq.), the Local Area Formation Commission (LAFCO) adopts an annual budget. Following adoption, the County Auditor apportions the net operating costs in equal thirds to the County, cities and Independent Special Districts. The Districts portion for FY 2018-19 is \$39,714.45.

Recommended Board Action:

Staff recommends that the Board approve the annual LAFCO billing for FY 2018-19 in the amount of \$39,714.45.

Financial Impacts:

Funds are allocated in the Annual Budget for Fiscal Year 2018-2019.

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 335-8600
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

Date: June 25, 2018

To: Finance Managers and Directors
Contra Costa Cities and Independent Special Districts

From: Robert Campbell, Auditor-Controller
By: Analiza Pinlac, Acting AC Division Manager *AP*

Subject: Billing for FY 2018-19 LAFCO Budget (Net Cost)

In accordance with Cortese Knox Hertzberg Act (Government Code Section 56000 et seq.), Local Agency Formation Commission (LAFCO) adopts an annual budget. Following adoption, the County Auditor apportions the net operating costs in equal thirds to the County, the cities, and the independent special districts. The FY 2018-19 LAFCO net operating cost is \$796,415.

The cost is apportioned using the most recent editions of the State Controller's Cities and Special Districts Annual Reports. In calculating the FY 2018-19 cost allocations, our office relied on the FY 2015-16 Cities Annual Report and the FY 2015-16 Special Districts Annual Report.

Enclosed please find your invoice for FY 2018-19. Please send your payment to the following address by August 31, 2018:

Auditor-Controller's Office
625 Court Street, Room 103
Martinez, CA 94553

Attention: Special Accounting

If you have any questions, please contact LAFCO Executive Officer Lou Ann Texeira at (925)335-1094 or e-mail at LouAnn.Teixeira@lafco.cccounty.us

cc: David Twa, County Administrator
Lou Ann Texeira, LAFCO Executive Officer

100-5274
-10-10

Office of
CONTRA COSTA COUNTY AUDITOR-CONTROLLER
625 COURT STREET, ROOM 103
Martinez, CA 94553
(925) 335-8630

I N V O I C E

SAN RAMON VALLEY
FIRE PROTECTION DISTRICT
Attn: PAIGE MEYER, FIRE CHIEF
1500 BOLLINGER CANYON RD
SAN RAMON CA 94583

Invoice Date: 6/20/2018

Transaction Date	Description of Charges	Amount
6/20/2018	<u>Invoice 1819-0059</u> LAFCO Net Cost Appt. For Fiscal Year 2018-19	\$39,714.45
If you have any questions Please contact Analiza Pinlac at (925) 335-8632 - THANK YOU		
Total Invoice		\$39,714.45

PAYMENT DUE IN FULL 08/31/17

Remit to: **CONTRA COSTA CO AUDITOR-CONTROLLER**
ATTN: Special Accounting
625 COURT STREET, ROOM 103
MARTINEZ, CA 94553-1282

Note: Please include invoice number on payment



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018

To: Board of Directors

From: Paige Meyer, Fire Chief
Stephen Healy, Interim Fire Marshal

Subject: On-demand Predictive Artificial Intelligence Earthquake Software

Background:

Staff has negotiated a 3-year service agreement with *One Concern*, a state-of-the-art, predictive artificial intelligence (AI) software company. The software can be used to provide preparation, response, mitigation, recovery, and critical infrastructure prioritization strategies. The software provides layered maps with projected and real-time damage within each parcel based on AI, current and historical data, and inputs from the District. The negotiated agreement also provides for use at bi-annual integrated drills in the Emergency Operations Center (EOC).

This project supports the District's goal of enhancing its emergency preparedness and response capabilities.

Staff interviewed One Concern and found that they are currently monitoring 12,076,661 residential and 651,917 commercial buildings for over 36 Million people in San Francisco, San Mateo County, and Los Angeles. Current clients were interviewed with positive recommendations.

The typical cost for use of the software is over \$100K per year. Staff negotiated a 3-year agreement for \$20K the first year and \$126K in years two and three. The agreement allows the District to test and use the software for a period of one year with the option to terminate the agreement at any time without cause.

Staff has already directly applied for a DHS/FEMA grant in the amount of \$290K, which was denied. Staff will subsequently apply for additional grant(s) through the County and State later this summer.

Recommended Board Action:

Approve the service agreement and budgeted amount of \$20,000 during FY 2018-19.

Financial Impacts:

\$20,000 in FY 2018-19



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1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018

To: Board of Directors

From: Paige Meyer, Fire Chief
Stephen Healy, Interim Fire Marshal

Subject: Emergency Operation Plan Update

Background:

The District's Emergency Operations Plan (EOP) was last updated in 2011. In an effort to achieve the disaster preparedness goals set forth in the Board's 2018/19 strategic plan, staff will be updating the EOP with the goal of aligning the District, City of San Ramon, Town of Danville and Contra Costa County EOP's.

Staff has solicited the services of Mr. Duncan Seibert to assist with this project. Mr. Seibert is the Program Manager of *Lamorinda* CERT, a well-established and organized CERT program like the San Ramon Valley CERT, and is considered a subject matter expert in emergency and disaster preparation, response, mitigation, and recovery. He wrote the EOP's for Lafayette, Moraga, and Orinda, which were coalesced into one well-written and user-friendly document. This document is deemed to be current "best practice" and is recommended as a template for the District going forward.

This project supports the District's strategic initiative of enhancing emergency preparedness and response capabilities.

Staff met with Mr. Seibert and agreed to the scope of work shown in Attachment-1, at a cost of \$7,500.

This project can be expanded to a second phase later this fall to include integration of the Earthquake software, EOC drills and training, WEB EOC, and District-wide evacuation zones.

Recommended Board Action:

Approve the Consultant Service Agreement with Mr. Duncan Seibert in the amount of \$7,500 .

Financial Impacts:

Sufficient funding was included in the FY 2018-19 Fire & Life Safety Division budget for this project.

Attachments:

1. Consultant Service Agreement with Mr. Duncan Seibert

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
STANDARD AGREEMENT
FOR INDEPENDENT CONTRACTOR SERVICES**

THIS AGREEMENT (hereinafter referred to as "Agreement") is made and entered into this 9th day of July, 2018, by and between the San Ramon Valley Fire Protection District ("District"), a California special district organized and existing under the Fire Protection District Law of 1987 (Health and Safety Code section 13800 *et seq.*) and (Duncan Seibert) ("CONTRACTOR"), who agree as follows:

RECITALS

WHEREAS, District desires to have certain services provided as set forth in Exhibit A, attached and incorporated by this reference; and,

WHEREAS, Contractor represents that it is qualified and able to perform services; and,

WHEREAS, Health and Safety Code section 13861(f) authorizes the District to enter into contracts under Public Contract Code section 20810 *et seq.*

NOW THEREFORE, the parties agree as follows:

1. **Term of Agreement**: The Term of this Agreement shall extend from July 1, 2018 ("Commencement Date") to December 31, 2018 (the "Termination Date").
2. **Contractors Services**. Contractor shall perform the services described in Exhibit A ("Scope of Work" and/or "Services") to the full satisfaction of District.
3. **Time of Performance**. Contractor shall perform the Services on or by the Termination Date set forth in Agreement section 1, unless extended in writing by the parties pursuant to the terms of this Agreement.
4. **Compensation**. District agrees to compensate Contractor, and Contractor agrees to accept in full satisfaction for the Services required by this Agreement the Consideration set forth in Exhibit B, attached and incorporated by this reference ("Payment"). District shall pay Contractor in accordance with the schedule of payment set forth in Exhibit B.
5. **Independent Contractor**. Contractor is and shall at all times remain, as to District, a wholly independent contractor. Neither District nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of District.

6. **Assignment.** Contractor shall not assign or attempt to assign any portion of this Agreement without prior written approval by District.
7. **Responsible Principal of Contractor:** The Responsible Principal of the Contractor is Duncan Seibert who shall be the individual responsible for Contractor's obligations under this Agreement and shall service as principal liaison between District and Contractor. Designation of another Responsible Principal by Contractor shall not be made without the prior written consent of District.
8. **Personnel.** Contractor represents that it has, or shall secure at its own expense, all personnel required to the perform Contractor's services under this Agreement. Contractor shall assign only competent personnel. In the event that District, in its sole discretion, at any time during the term of this Agreement, desires the removal of any such persons, Contractor shall, immediately upon receiving notice from District of such desire of District, cause the removal of such person or persons.
 - a. **Employment Eligibility.** Contractor shall ensure that all employees of Contractor and any subcontractor retained by Contractor in connection with this Agreement have provided the necessary documentation to establish identity and employment eligibility as required by the Immigration Reform and Control Act of 1986, any amendments thereto and all applicable labor laws in effect at the time of this Agreement. Failure to provide the necessary documentation will result in the termination of the Agreement as required by the Immigration Reform and Control Act of 1986.
9. **Changes to Scope of Work.** District may, by written notice, initiate any change to the Scope of Work. A corresponding equitable change in the Payment of this Agreement will be made for each change ordered as mutually agreed upon by the parties in writing.
10. **Interests of Contractor.** Contractor affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the Services contemplated by this Agreement.
11. **Responsibility of Contractor.** Contractor shall take all responsibility for the work, shall bear all losses and damages directly or indirectly resulting to Contractor or any subcontractor, to the District, its elected and appointed officials, officers, attorneys, agents, employees, volunteers and each of them from any and all loss or damage on account of the performance or character of the work, unforeseen difficulties, accidents, occurrences or other causes predicated on active or passive negligence of the Contractor or of any subcontractors.
12. **Insurance.** Contractor agrees to have and maintain the policies set forth in Exhibit C entitled "INSURANCE REQUIREMENTS," which is attached and incorporated by this reference. All policies, endorsements, certificates, and/or binders shall be subject

to approval by the District as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the District. A lapse in any required insurance coverage during this Agreement shall be a breach of this Agreement.

- a. Contractor shall procure and maintain for the duration of this Agreement insurance as set forth in Exhibit C, attached and incorporated by this reference. The cost of such insurance shall be included in the Contractor's bid.
- b. Contractor agrees to maintain in force at all times during the performance of the Scope of Work under this Agreement, workers' compensation insurance as required by law.
- c. Contractor shall require each of its sub-consultants or subcontractors to maintain insurance coverage which meets all of the requirements of this Agreement.
- d. The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California.
- e. Contractor agrees that if it does not keep the aforesaid insurance in full force and effect, District may terminate this Agreement.
- f. At all times during the term of this Agreement, Contractor shall maintain on file with the District a certificate or certificates of the required insurance as set forth in Exhibit C showing that the required insurance policies are in effect in the required amounts.

13. **Indemnification.** To the fullest extent permitted by law Contractor agrees to defend (with legal counsel selected by the District), including, without limitation, cost and fees of litigation, to defend, indemnify and hold harmless District, its elected and appointed officials, officers, attorneys, agents, employees, volunteers and each of them from and against any and all liability, loss, damage, expense, costs of every nature arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which was caused by the sole negligence or willful misconduct of the District.

- a. **General.** This obligation to indemnify and defend District as set forth herein is binding on the successors, assigns, or heirs of Contractor and shall survive the termination of this Agreement or this section. By execution of this Agreement, Contractor acknowledges and agrees that it has read and understands the provisions hereof and that this section is a material element of consideration. The parties agree that if any part of this Indemnification is found to conflict with applicable laws, such part shall

be unenforceable only insofar as it conflicts with said laws, and that this indemnification shall be judicially interpreted and rewritten to provide the broadest possible indemnification legally allowed and shall be legally binding upon Contractor.

14. Termination.

- a. In addition to any other rights of termination and suspension set forth in this Agreement or at law, either party may terminate this Agreement with or without cause by providing ten (10) days' notice in writing to the other party.
- b. The District may terminate this Agreement at any time without prior notice in the event that Contractor commits a material breach of the terms of this Agreement.
- c. In the event of termination of this Agreement by District, due to no fault or failure of performance by Contractor, Contractor shall be paid full compensation for all services performed by Contractor, in an amount to be determined as follows: For work done in accordance with the terms and provisions of this Agreement, Contractor shall be paid an amount equal to the amount of services performed prior to the effective date of termination or cancellation; provided, in no event shall the amount of money paid under the foregoing provisions of this paragraph exceed the amount which would be paid to Contractor for the full performance of the Scope of Work under this Agreement.
- d. Upon termination, this Agreement shall become of no further force or effect and all parties shall be discharged from their duties and obligations under this Agreement. Notwithstanding, the provisions of this Agreement concerning retention of records, District's rights to material produced, confidential information, Contractor's responsibility, indemnification, insurance, dispute resolution, litigation, and jurisdiction and severability shall survive termination of this Agreement.

15. **Notice.** All notices that are required either expressly or by implication to be given by one party to the other under this Agreement shall be signed for Contractor by its Responsible Principal and for District by the Fire Chief, or, for either party, by such officer as it may, from time to time, be authorized to so act. All such notices shall be deemed to have been given if delivered personally or if enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail or overnight express carrier. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their addresses as follows:

Contractor shall address notices to:

District Chief
1500 Bollinger Canyon Road
San Ramon, CA 94583
T: (925) 838-6600
F: (925) 406-0807

District shall address notices to:

Duncan Seibert
3355 Betty Lane
Lafayette, CA 94549

16. **Prevailing Wages.** In accordance with the provisions of sections 1770 *et seq.* of the California Labor Code, the Director of Industrial Relations of the State of California has determined the general prevailing rate of wages applicable to the work to be done. Contractor will be required to pay all persons employed on the project by the Contractor's sums not less than the sums set forth in the documents entitled "General Prevailing Wage Determination made by the Director of Industrial Relations pursuant to California Labor Code, part 7, Chapter 1, Article 2, sections 1770, 1773, 1773.1." These documents may be obtained from the State of California.

17. **Compliance with Laws.**

- a. **In General.** Contractor shall observe and comply with all laws, policies, general rules and regulations established by District and shall comply with the common law and all laws, ordinances, codes and regulations of governmental agencies, (including federal, state, municipal and local governing bodies) applicable to the performance of the Scope of Work hereunder, including, but not limited to, all provisions of the Occupational Safety and Health Act of 1979 as amended.
- b. **Labor Laws:** Contractor shall comply with and adhere to all applicable labor laws, including, but not limited to, alien labor, prevailing wages, etc. Contractor shall comply with all applicable provisions of the California Labor Code.
- c. **Drug-free Workplace.** Contractor's employees and subcontractors shall comply with the District's policy of maintaining a drug-free workplace. Neither Contractor nor Contractor's employees and/or subcontractors shall unlawfully manufacture, distribute, dispense, possess or use controlled substances, as defined in 21 U.S. Code section 812, including marijuana, heroin, cocaine, and amphetamines, at any facility, premises or worksite used in any manner in connection with performing services pursuant to this Agreement. If Contractor or any employee or subcontractor is convicted or pleads *nolo contendere* to a criminal drug

statute violation occurring at such a facility, premises, or worksite, the Contractor shall notify the District within five (5) days.

- d. Discrimination Prohibited. During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Contractor and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 *et seq.*) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 *et seq.*). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)–(f), are incorporated into this Agreement by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 *et seq.*). Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- e. Harassment Prohibited. Contractor and Contractor’s employees and subcontractors shall comply with the District's Workplace Harassment and Discrimination Policy.

18. **Facilities and Equipment:** Except as set forth in Exhibit D (“Facilities and Equipment”), Contractor shall, at its sole cost and expense, furnish all facilities and equipment, which may be required for completing the Scope of Work pursuant to this Agreement. District shall furnish to Contractor only the facilities and equipment listed in Exhibit D according to the terms and conditions set forth in Exhibit D.

19. **Special Conditions.**

N/A

20. **Exhibits.** All exhibits referred to in this Agreement are attached and incorporated by this reference.

21. **Benefits and Taxes.** Contractor shall not have any claim under this Agreement or otherwise against District for seniority, vacation time, vacation pay, sick leave, personal time off, overtime, health insurance, medical care, hospital care, insurance benefits, social security, disability, unemployment, workers compensation or

employee benefits of any kind. Contractor shall be solely liable for and obligated to pay directly all applicable taxes, including, but not limited to, federal and state income taxes, for which Contractor shall indemnify and hold District harmless from any and all liability that District may incur because of Contractor's failure to pay such taxes. District shall have no obligation whatsoever to pay or withhold any taxes on behalf of Contractor.

22. **Dispute Resolution.** Should any dispute arise concerning any provisions of this Agreement, or the parties' rights and obligations hereunder, the parties shall meet and confer in an attempt to resolve the dispute. Prior to commencing any legal action, the complaining party shall provide to the other party thirty (30) days' written notice of the intent to take such action; provided that such notice shall not be required where a delay in commencing an action would prejudice the interests of the party that intends to file suit. During the thirty (30) day notice period, the parties shall meet and confer in an attempt to resolve the dispute. Except as specifically provided, nothing herein is intended to waive or abridge any right or remedy that either party may have.

23. **Default and Remedies.**

- a. **Events of Default.** Each of the following shall constitute an event of default hereunder:
 - i. Failure to perform any obligation under this Agreement and failure to cure such breach immediately upon receiving notice of such breach, if the breach is such that the District determines the health, welfare, or safety of the public is immediately endangered; or
 - ii. Failure to perform any obligation under this Agreement and failure to cure such breach within fifteen (15) days of receiving notice of such breach, if the breach is such that the District determines that the health, welfare, or safety of the public is not immediately endangered, provided that if the nature of the breach is such that the District determines it will reasonably require more than fifteen (15) days to cure, Contractor shall not be in default if Contractor promptly commences the cure and diligently proceeds to completion of the cure.
- b. **Remedies upon Default.** Upon any Contractor default, District shall have the right to immediately suspend or terminate the Agreement, seek specific performance, contract with another party to perform this Agreement and/or seek damages including incidental, consequential and/or special damages to the full extent allowed by law.

24. **Attorneys' Fees.** In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.

25. **Documents and Records.**

- a. **Property of District.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda or other written documents or materials prepared by Contractor pursuant to this Agreement shall become the property of District upon completion of the work to be performed hereunder or upon termination of this Agreement.
- b. **Retention of Records.** Until the expiration of five (5) years after the furnishing of any services pursuant to this Agreement, Contractor shall retain and, upon written request by District, make available to the District or any party designated by the District this Agreement, and such books, documents and records of Contractor and subcontractor that are necessary or convenient for audit purposes to certify the nature and extent of the reasonable cost of services to District.

26. **Inspection of Books and Records.** During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and make copies of any books, records, or reports of the other party pertaining to this Agreement or matters related hereto. Each of the parties hereto shall maintain and make available for such inspection accurate records of all of its costs, disbursements and receipts with respect to its activities under this Agreement.

27. **Confidential Information.** Contractor shall hold any confidential information received from District in the course of performing this Agreement in trust and confidence and will not reveal such confidential information to any person or entity, either during the term of the Agreement or at any time thereafter. Upon expiration of this Agreement, or termination as provided herein, Contractor shall return materials which contain any confidential information to District. Contractor may keep one copy for its confidential file. For purposes of this paragraph, confidential information is defined as all information disclosed to Contractor which relates to District's past, present, and future activities, as well as activities under this Agreement, which information is not otherwise of public record under California law.

28. **Successors and Assigns.** This Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties hereto.

29. **Waiver.** Any waiver at any time by either party hereto of its rights with respect to a default or any other matter arising in connection with this Agreement shall not be deemed to be a waiver with respect to any other default or matter.

30. **Modifications.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.

- 31. **Agreement Interpretation.** Each party to this Agreement has had an opportunity to review the Agreement, confer with legal counsel regarding the meaning of the Agreement, and negotiate revisions to the Agreement. Accordingly, neither party shall rely upon Civil Code section 1654 in order to interpret any uncertainty in the meaning of the Agreement.
- 32. **Entire Agreement.** This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the subject matter described herein.
- 33. **Jurisdiction and Severability.** This Agreement shall be governed and construed in accordance with California law. Jurisdiction of litigation arising from this Agreement shall be in California and venue shall be in Contra Costa County, California. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.
- 34. **Signatures.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of Contractor and District.

IN WITNESS WHEREOF, San Ramon Valley Fire Protection District and Contractor do hereby agree to the full performance of the terms set forth herein.

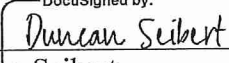
Executed the ____ day of ____, 2018 at San Ramon, California

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

CONTRACTOR

BY: DocuSigned by:

 Paige Meyer CC8122F442487...
 District Chief

By: DocuSigned by:

 Duncan Seibert 53C843F...

DATE: 7/20/2018

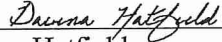
APPROVED AS TO FORM:

BY: DocuSigned by:

 William D. Ross 53C843F...
 District Counsel

DATE: 7/20/2018

**APPROVED AS TO BUDGET
AUTHORITY AND INSURANCE**

BY: ^{DocuSigned by:}


Davina Hatfield
Controller

DATE: 7/16/2018 10:34:32 AM PDT

Attachments:

- Exhibit A – Scope of Work
- Exhibit B – Payment and Schedule of Payments
- Exhibit C – Insurance Requirements
- Exhibit D – Facilities and Equipment

EXHIBIT A
SCOPE OF WORK

Contractor shall complete the attached Scope of Work.

- 1) Evaluate SRVFPD EOP; 2) update plan to include base plan and specific Emergency Support Functions; 3) reformat plan to allow reasonable alignment and synergy with County, City and Town Plans; and 4) provide technical support during two (2) EOC exercises with updated plan (optional).

Update SRVFPD Emergency Operations Plan (EOP) and provide technical support during two (2) EOC exercises.

EXHIBIT B
PAYMENT AND SCHEDULE OF PAYMENTS

1. TOTAL COMPENSATION

District shall compensate Contractor for the satisfactory performance of the work described in this Agreement to not exceed the amount of \$60 per hour.

2. Contractor shall submit an itemized statement to District on a District approved form for its services performed, which shall include documentation setting forth in detail a description of the services rendered, and the hours of service, if appropriate. District shall compensate Contractor the amount of such billing within thirty (30) days receipt of same.
3. There shall be no right to reimbursement of expenses incurred by Contractor except as specified in Exhibit A to this Agreement.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018

To: Board of Directors

From: Natalie Korthamar Wong, Director of Human Resources

Subject: Property and Liability Insurance – FY 2018-2019

Background:

The San Ramon Valley Fire Protection District participates in the Fire Agencies Insurance Risk Authority for liability and property insurance. This JPA is comprised of over one hundred fire districts in California and Nevada.

The FY 2018-19 charges represent a 15.3% increase in property and liability insurance costs (\$18,183) from the prior fiscal year. The proposed total property and liability insurance expense is above the approved budget for FY 2018-19 by \$15,229. The District budgeted \$121,524. Part of this increase is that the District added 6 new vehicles and the annual Firefighter count increased by 10, from 136 to 146. FAIRA provided the explanation that after 10 years of rate reductions the markets could no longer maintain the low premiums. The past few years FAIRA has seen an uptick in Employment Practice Liability claims that are very expensive, in conjunction with numerous wildfires and mudslides that resulted in over \$9 Billion in claimed losses to the insurance industry. (While few of these were FAIRA claims, the losses to all major insurers adversely affects all insureds.) FAIRA conducted an exhaustive marketing effort which ultimately reduced the final premiums. In addition, the FAIRA board authorized the use of surplus dollars left over from when the pool was last self-insured that reduced the premium increase by over ten percent – that was applied to all FAIRA members.

Recommended Board Action:

Authorize staff to pay \$136,753 to the Fire Agencies Insurance Risk Authority for property and liability insurance for FY 2018-19.

Financial Impacts:

The premium amount is above the \$121,524 budgeted for FY 2018-19. It appears at this time the additional \$15,229 in premium cost will be offset by savings in other areas within the HR budget; if this turns out not to be the case, staff will recommend a mid-year budget adjustment.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: 8/22/2018

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: Contra Costa County Radio Services Agreement

Background

The District utilizes emergency communications radio equipment located at four hilltop sites owned or leased by Contra Costa County. The District has an agreement with Contra Costa County to lease space at each of the radio sites to house the District's emergency communications equipment. The agreement allows for ingress or egress and the rights to install equipment, antennas, cables, conduits and wires as necessary to support the needs of the District. Contra Costa County charges the District per rack unit to lease space at each of the hilltop sites.

The radio services fees for FY 2018-2019 total \$36,984.00.

Recommendation

Authorize staff to make a payment to the Contra Costa County Department of Information Technology (DoIT) in the amount of \$36,984.00.

Financial Impacts:

None. Budgeted expense for FY 2018-2019.



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Date: 8/22/2018

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: First OnScene Software Maintenance

Background:

The District utilizes First OnScene software products for fire incident, hydrant inspection, hose testing, controlled substance, pre-incident aerial survey, Fire and Life Safety (FLSD) and Exterior

Hazard Abatement (EHA) records management and reporting.

First OnScene software maintenance for the period 8/1/2018 – 7/31/2019 totals \$37,500.00 and is now due.

Recommended Board Action:

Authorize staff to make a payment to First OnScene, LLC, in the amount of \$37,500.

Financial Impacts:

None. Funds are allocated in the Annual Budget Fiscal Year 2018-2019.

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

SAN RAMON VALLEY

FIRE PROTECTION DISTRICT

A PROCLAMATION OF THE BOARD OF DIRECTORS

***WHEREAS**, on September 11, 2001, terrorists hijacked four civilian aircraft, crashing two of them into the towers of the World Trade Center in New York City, and a third into the Pentagon outside Washington, D.C.; and*

***WHEREAS**, the fourth hijacked aircraft crashed in southwestern Pennsylvania after passengers tried to take control of the aircraft in order to prevent the hijackers from crashing the aircraft into an important symbol of democracy and freedom; and*

***WHEREAS**, these attacks were by far the deadliest terrorist attacks ever launched against the United States, killing thousands of innocent people; and*

***WHEREAS**, in the aftermath of the attacks the people of the United States stood united in providing support for those in need; and*

***WHEREAS**, the Senate and House of Representatives of the United States of America in Congress assembled and designated September 11 as Patriot Day; and*

***WHEREAS**, the flag of the United States will be displayed at half-staff on Patriot Day; and a moment of silence will be observed on Patriot Day in honor of the individuals who lost their lives as a result of the terrorist attacks against the United States that occurred on September 11, 2001; and*

***WHEREAS**, the President has requested that each year, state and local governments and the people of the United States observe Patriot Day;*

***WHEREAS**, on August 24, 2011, recognizing the ten-year anniversary, the Board of Directors of the San Ramon Valley Fire Protection District officially retired badge number 343 in solemn tribute to the 343 firefighters who lost their lives in the World Trade Center attacks;*

***NOW, THEREFORE**, be it resolved that the Board of Directors of the San Ramon Valley Fire Protection District proclaim September 11 as Patriot Day, and shall be so designated each year thereafter.*

***Date:** August 22, 2018*

Matthew Stamey, Board President

OLD BUSINESS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018

To: Board of Directors

From: Paige Meyer, Fire Chief
Jim Selover, Interim Deputy Chief, Logistics

Subject: Approval of Contract Joint Use Public Safety Facility Space Needs Assessment & Concept Plan

Background:

As discussed during the Board Retreat in April, and again during budget meetings in June, the District has an opportunity to partner with the City of San Ramon in the development of a joint use public safety facility that would house the Fire District headquarters, City Police Department and headquarters, regional emergency operations center and consolidated dispatch operations. Evaluating the feasibility of such a project was included in the Fire Chief's Goals & Objectives for the current fiscal year.

The initial step in determining the feasibility of this project is to assess the space requirements for the various functions contemplated for the site, and then to prepare a preliminary concept plan based on the space needs. This assessment will also involve a structural evaluation of the existing City owned building.

The District has identified the firm of Jeff Katz Architecture (JKA) as having the relevant expertise and experience with public safety facilities of this nature to provide the initial assessment. Staff has negotiated the attached contract which includes the space needs assessment for a fixed fee of \$50,000, and a structural engineering assessment of the existing building for a fixed fee of \$15,000.

Recommended Board Action:

Approve the Consulting Services Agreement with Jeff Katz Architecture in the amount of \$65,000.

Financial Impacts:

Sufficient funding was included in the FY 2018-19 Facilities Division budget for this project.

Attachments:

1. Consultant Service Agreement with Jeff Katz Architecture.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
STANDARD AGREEMENT
FOR DESIGN PROFESSIONAL SERVICES**

THIS AGREEMENT (hereinafter referred to as "Agreement") is made and entered into this 1st day of August, 2018, by and between the San Ramon Valley Fire Protection District ("District"), a California special district organized and existing under the Fire Protection District Law of 1987 (Health and Safety Code section 13800 *et seq.*) and Jeff Katz Architectural Corp. ("CONSULTANT"), who agree as follows:

RECITALS

WHEREAS, District desires to have certain services provided as set forth in Exhibit A, attached and incorporated by this reference; and,

WHEREAS, Consultant represents that it is qualified and able to perform services; and,

WHEREAS, Health and Safety Code section 13861(f) authorizes the District to enter into contracts under Public Contract Code section 20810 *et seq.*

NOW THEREFORE, the parties agree as follows:

1. **Term of Agreement**: The Term of this Agreement shall extend from August 1, 2018 ("Commencement Date") to December 31, 2018 (the "Termination Date").
2. **Consultants Services**. Consultant shall perform the services described in Exhibit A ("Scope of Work" and/or "Services") to the full satisfaction of District.
3. **Time of Performance**. Consultant shall perform the Services on or by the Termination Date set forth in Agreement section 1, unless extended in writing by the parties pursuant to the terms of this Agreement.
4. **Compensation**. District agrees to compensate Consultant, and Consultant agrees to accept in full satisfaction for the Services required by this Agreement the Consideration set forth in Exhibit B, attached and incorporated by this reference ("Payment"). District shall pay Consultant in accordance with the schedule of payment set forth in Exhibit B.
5. **Independent Contractor**. Consultant is and shall at all times remain, as to District, a wholly independent contractor. Neither District nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of District.
6. **Assignment**. Consultant shall not assign or attempt to assign any portion of this Agreement without prior written approval by District.
7. **Responsible Principal of Consultant**: The Responsible Principal of the Consultant is Jeff Katz who shall be the individual responsible for Consultant's obligations under this Agreement and shall service as principal liaison between District and Consultant.

Designation of another Responsible Principal by Consultant shall not be made without the prior written consent of District.

8. **Personnel.** Consultant represents that it has, or shall secure at its own expense, all personnel required to perform Consultant's services under this Agreement. Consultant shall assign only competent personnel. In the event that District, in its sole discretion, at any time during the term of this Agreement, desires the removal of any such persons, Consultant shall, immediately upon receiving notice from District of such desire of District, cause the removal of such person or persons.
 - a. **Employment Eligibility.** Consultant shall ensure that all employees of Consultant and any sub-consultant or subcontractor retained by Consultant in connection with this Agreement have provided the necessary documentation to establish identity and employment eligibility as required by the Immigration Reform and Control Act of 1986, any amendments thereto and all applicable labor laws in effect at the time of this Agreement. Failure to provide the necessary documentation will result in the termination of the Agreement as required by the Immigration Reform and Control Act of 1986.
9. **Changes to Scope of Work.** District may, by written notice, initiate any change to the Scope of Work. A corresponding equitable change in the Payment of this Agreement will be made for each change ordered as mutually agreed upon by the parties in writing.
10. **Interests of Consultant.** Consultant affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the Services contemplated by this Agreement.
11. **Responsibility of Consultant.** Consultant shall take all responsibility for the work, shall bear all losses and damages directly or indirectly resulting to Consultant or any sub-consultant or subcontractor, to the District, its elected and appointed officials, officers, attorneys, agents, employees, volunteers and each of them from any and all loss or damage on account of the performance or character of the work, unforeseen difficulties, accidents, occurrences or other causes predicated on active or passive negligence of the Consultant or of any sub-consultants or subcontractors.
12. **Insurance.** Consultant agrees to have and maintain the policies set forth in Exhibit C entitled "INSURANCE REQUIREMENTS," which is attached and incorporated by this reference. All policies, endorsements, certificates, and/or binders shall be subject to approval by the District as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the District. A lapse in any required insurance coverage during this Agreement shall be a breach of this Agreement.
 - a. Consultant shall procure and maintain for the duration of this Agreement insurance as set forth in Exhibit C, attached and incorporated by this reference. The cost of such insurance shall be included in the Consultant's bid.

- b. Consultant agrees to maintain in force at all times during the performance of the Scope of Work under this Agreement, workers' compensation insurance as required by law.
- c. Consultant shall require each of its sub-consultants or subcontractors to maintain insurance coverage which meets all of the requirements of this Agreement.
- d. The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California.
- e. Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, District may terminate this Agreement.
- f. At all times during the term of this Agreement, Consultant shall maintain on file with the District a certificate or certificates of the required insurance as set forth in Exhibit C showing that the required insurance policies are in effect in the required amounts.

13. **Indemnification.** Consistent with Civil Code section 2782.8, Consultant shall defend (with legal counsel selected by the District), and indemnify District, its elected and appointed officials, officers, directors, attorneys, agents, employees, volunteers and each of them from and against any and all claims, demands, costs or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant and its employees or agents arising out of Consultant's performance of any task or service for or on behalf of District under this Agreement. Consultant acknowledges that District would not enter into this Agreement in the absence of the commitment of Consultant to indemnify and protect District as set forth in this section. This indemnity does not apply to liability for damages arising from the sole negligence, active negligence, or willful acts of the District.

- a. **General.** This obligation to indemnify and defend District as set forth herein is binding on the successors, assigns, or heirs of Consultant and shall survive the termination of this Agreement or this section. By execution of this Agreement, Consultant acknowledges and agrees that it has read and understands the provisions hereof and that this section is a material element of consideration. The parties agree that if any part of this Indemnification is found to conflict with applicable laws, such part shall be unenforceable only insofar as it conflicts with said laws, and that this indemnification shall be judicially interpreted and rewritten to provide the broadest possible indemnification legally allowed and shall be legally binding upon Consultant.

14. **Termination.**

- a. In addition to any other rights of termination and suspension set forth in this Agreement or at law, either party may terminate this Agreement with or without cause by providing ten (10) days' notice in writing to the other party.

- b. The District may terminate this Agreement at any time without prior notice in the event that Consultant commits a material breach of the terms of this Agreement.
- c. In the event of termination of this Agreement by District, due to no fault or failure of performance by Consultant, Consultant shall be paid full compensation for all services performed by Consultant, in an amount to be determined as follows: For work done in accordance with the terms and provisions of this Agreement, Consultant shall be paid an amount equal to the amount of services performed prior to the effective date of termination or cancellation; provided, in no event shall the amount of money paid under the foregoing provisions of this paragraph exceed the amount which would be paid to Consultant for the full performance of the Scope of Work under this Agreement.
- d. Upon termination, this Agreement shall become of no further force or effect and all parties shall be discharged from their duties and obligations under this Agreement. Notwithstanding, the provisions of this Agreement concerning retention of records, District's rights to material produced, confidential information, Consultant's responsibility, indemnification, insurance, dispute resolution, litigation, and jurisdiction and severability shall survive termination of this Agreement.

15. **Notice.** All notices that are required either expressly or by implication to be given by one party to the other under this Agreement shall be signed for Consultant by its Responsible Principal and for District by Fire Chief or, for either party, by such officer as it may, from time to time, be authorized to so act. All such notices shall be deemed to have been given if delivered personally or if enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail or overnight express carrier. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their addresses as follows:

Consultant shall address notices to:

District Chief
1500 Bollinger Canyon Road
San Ramon, CA 94583
T: (925) 838-6600
F: (925) 406-0807

District shall address notices to:

Jeff Katz Architectural Corp-Jeff Katz
280 Bettencourt Street
Sonoma, CA 95476

16. **Prevailing Wages.** In accordance with the provisions of section 1770 *et seq.* of the California Labor Code, the Director of Industrial Relations of the State of California has determined the general prevailing rate of wages applicable to the work to be done. Consultant will be required to pay all persons employed on the project by the Consultant's sums not less than the sums set forth in the documents entitled "General

Prevailing Wage Determination made by the Director of Industrial Relations pursuant to California Labor Code, part 7, Chapter 1, Article 2, sections 1770, 1773, 1773.1.” These documents may be obtained from the State of California.

17. **Compliance with Laws.**

- a. **In General.** Consultant shall observe and comply with all laws, policies, general rules and regulations established by District and shall comply with the common law and all laws, ordinances, codes and regulations of governmental agencies, (including federal, state, municipal and local governing bodies) applicable to the performance of the Scope of Work hereunder, including, but not limited to, all provisions of the Occupational Safety and Health Act of 1979 as amended.
- b. **Labor Laws:** Consultant shall comply with and adhere to all applicable labor laws, including, but not limited to, alien labor, prevailing wages, etc. Consultant shall comply with all applicable provisions of the California Labor Code.
- c. **Drug-free Workplace.** Consultant’s employees and sub-consultants or subcontractors shall comply with the District’s policy of maintaining a drug-free workplace. Neither Consultant nor Consultant’s employees and/or subcontractors shall unlawfully manufacture, distribute, dispense, possess or use controlled substances, as defined in 21 U.S. Code section 812, including marijuana, heroin, cocaine, and amphetamines, at any facility, premises or worksite used in any manner in connection with performing services pursuant to this Agreement. If Consultant or any employee or sub-consultant or subcontractor is convicted or pleads *nolo contendere* to a criminal drug statute violation occurring at such a facility, premises, or worksite, the Consultant shall notify the District within five (5) days.
- d. **Discrimination Prohibited.** During the performance of this Agreement, Consultant and its sub-consultants or subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Consultant and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 *et seq.*) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 *et seq.*). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)–(f), are incorporated into this Agreement by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 *et seq.*). Consultant and its sub-consultants or subcontractors shall give written

notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

- e. Harassment Prohibited. Consultant and Consultant's employees and sub-consultants or subcontractors shall comply with the District's Workplace Harassment and Discrimination Policy.

18. **Facilities and Equipment:** Except as set forth in Exhibit D ("Facilities and Equipment"), Consultant shall, at its sole cost and expense, furnish all facilities and equipment, which may be required for completing the Scope of Work pursuant to this Agreement. District shall furnish to Consultant only the facilities and equipment listed in Exhibit D according to the terms and conditions set forth in Exhibit D.

19. **Special Conditions.**

N/A

20. **Exhibits.** All exhibits referred to in this Agreement are attached and incorporated by this reference.

21. **Benefits and Taxes.** Consultant shall not have any claim under this Agreement or otherwise against District for seniority, vacation time, vacation pay, sick leave, personal time off, overtime, health insurance, medical care, hospital care, insurance benefits, social security, disability, unemployment, workers compensation or employee benefits of any kind. Consultant shall be solely liable for and obligated to pay directly all applicable taxes, including, but not limited to, federal and state income taxes, for which Consultant shall indemnify and hold District harmless from any and all liability that District may incur because of Consultant's failure to pay such taxes. District shall have no obligation whatsoever to pay or withhold any taxes on behalf of Consultant.

22. **Dispute Resolution.** Should any dispute arise concerning any provisions of this Agreement, or the parties' rights and obligations hereunder, the parties shall meet and confer in an attempt to resolve the dispute. Prior to commencing any legal action, the complaining party shall provide to the other party thirty (30) days' written notice of the intent to take such action; provided that such notice shall not be required where a delay in commencing an action would prejudice the interests of the party that intends to file suit. During the thirty (30) day notice period, the parties shall meet and confer in an attempt to resolve the dispute. Except as specifically provided, nothing herein is intended to waive or abridge any right or remedy that either party may have.

23. **Default and Remedies.**

- a. Events of Default. Each of the following shall constitute an event of default hereunder:

- i. Failure to perform any obligation under this Agreement and failure to cure such breach immediately upon receiving notice of such breach, if the breach is such that the District determines the health, welfare, or safety of the public is immediately endangered; or

ii. Failure to perform any obligation under this Agreement and failure to cure such breach within fifteen (15) days of receiving notice of such breach, if the breach is such that the District determines that the health, welfare, or safety of the public is not immediately endangered, provided that if the nature of the breach is such that the District determines it will reasonably require more than fifteen (15) days to cure, Consultant shall not be in default if Consultant promptly commences the cure and diligently proceeds to completion of the cure.

b. Remedies upon Default. Upon any Consultant default, District shall have the right to immediately suspend or terminate the Agreement, seek specific performance, contract with another party to perform this Agreement and/or seek damages including incidental, consequential and/or special damages to the full extent allowed by law.

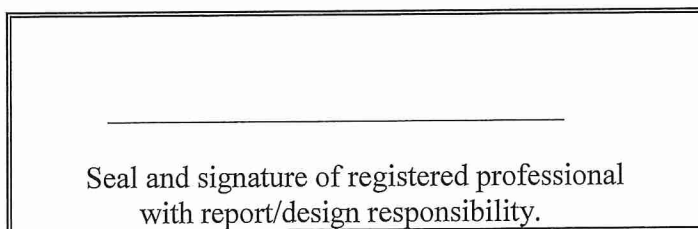
24. Attorneys' Fees. In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.

25. Documents and Records.

a. Property of District. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda or other written documents or materials prepared by Consultant pursuant to this Agreement shall become the property of District upon completion of the work to be performed hereunder or upon termination of this Agreement.

b. Retention of Records. Until the expiration of five (5) years after the furnishing of any services pursuant to this Agreement, Consultant shall retain and, upon written request by District, make available to the District or any party designated by the District this Agreement, and such books, documents and records of Consultant and subcontractor that are necessary or convenient for audit purposes to certify the nature and extent of the reasonable cost of services to District.

c. Professional Seal. Where applicable in the determination of the contract administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility" as per the sample below:



26. **Inspection of Books and Records.** During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and make copies of any books, records, or reports of the other party pertaining to this Agreement or matters related hereto. Each of the parties hereto shall maintain and make available for such inspection accurate records of all of its costs, disbursements and receipts with respect to its activities under this Agreement.
27. **Confidential Information.** Consultant shall hold any confidential information received from District in the course of performing this Agreement in trust and confidence and will not reveal such confidential information to any person or entity, either during the term of the Agreement or at any time thereafter. Upon expiration of this Agreement, or termination as provided herein, Consultant shall return materials which contain any confidential information to District. Consultant may keep one copy for its confidential file. For purposes of this paragraph, confidential information is defined as all information disclosed to Consultant which relates to District's past, present, and future activities, as well as activities under this Agreement, which information is not otherwise of public record under California law.
28. **Successors and Assigns.** This Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties hereto.
29. **Waiver.** Any waiver at any time by either party hereto of its rights with respect to a default or any other matter arising in connection with this Agreement shall not be deemed to be a waiver with respect to any other default or matter.
30. **Modifications.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.
31. **Agreement Interpretation.** Each party to this Agreement has had an opportunity to review the Agreement, confer with legal counsel regarding the meaning of the Agreement, and negotiate revisions to the Agreement. Accordingly, neither party shall rely upon Civil Code section 1654 in order to interpret any uncertainty in the meaning of the Agreement.
32. **Entire Agreement.** This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the subject matter described herein.
33. **Jurisdiction and Severability.** This Agreement shall be governed and construed in accordance with California law. Jurisdiction of litigation arising from this Agreement shall be in California and venue shall be in Contra Costa County, California. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.
34. **Signatures.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of Consultant and District.

IN WITNESS WHEREOF, San Ramon Valley Fire Protection District and Consultant do hereby agree to the full performance of the terms set forth herein.

Executed the 1st day of August, 2018 at San Ramon, California

**SAN RAMON VALLEY FIRE
PROTECTION DISTRICT**

DocuSigned by:
BY: Paige Meyer
Paige Meyer 122F442487...
District Chief

DATE: 8/8/2018

CONSULTANT

DocuSigned by:
BY: Jeff Katz
Jeff Katz 4ECE0F8EE9CD443...
Jeff Katz Architecture

APPROVED AS TO FORM:

DocuSigned by:
BY: William Ross
William D. Ross, District Counsel

DATE: 8/8/2018

**APPROVED AS TO BUDGET
AUTHORITY AND INSURANCE**

DocuSigned by:
BY: Davina Hatfield
Davina Hatfield 144FC14F5...
Controller

DATE: 8/2/2018

Attachments:

- Exhibit A – Scope of Work
- Exhibit B – Payment and Schedule of Payments
- Exhibit C – Insurance Requirements
- Exhibit D – Facilities and Equipment

EXHIBIT A
SCOPE OF WORK

See Attached Proposal re: Architectural Services – San Ramon Joint Use
Fire/Police/Comm. Facility Space Needs Assessment dated July 31, 2018.

EXHIBIT B
PAYMENT AND SCHEDULE OF PAYMENTS

1. TOTAL COMPENSATION

District shall compensate Consultant for the satisfactory performance of the work described in this Agreement to not exceed the amount of sixty-five thousand (\$65,000) unless otherwise agreed to by the parties and as provided for in the attached proposal.

2. Consultant shall submit an itemized statement to District on a District approved form for its services performed, which shall include documentation setting forth in detail a description of the services rendered, and the hours of service, if appropriate. District shall compensate Consultant the amount of such billing within thirty (30) days receipt of same.
3. There shall be no right to reimbursement of expenses incurred by Consultant except as specified in Exhibit A to this Agreement.

EXHIBIT C
INSURANCE REQUIREMENTS

Please refer to the insurance requirements listed below. Those that have an "X" indicated in the space before the requirement apply to Contractor's or Consultant's Agreement.

Contractor or Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor or Consultant, its agents, representatives, employees or subcontractors.

Contractor or Consultant shall provide its insurance broker(s)/agent(s) with a copy of these requirements and request that they provide Certificates of Insurance complete with copies of all required endorsements.

Contractor or Consultant shall furnish District with copies of original endorsements affecting coverage required by this Exhibit C. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements and certificates are to be received and approved by District before work commences. District has the right to require Contractor's or Consultant's insurer to provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

Commercial General Liability (CGL):

Insurance Services Office ("ISO") Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

ISO Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

ISO Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than **\$5,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

Automobile Liability:

- ISO Form Number CA 0001 covering, Code 1 (any auto), of if Contractor or Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than **\$1,000,000** per accident for bodily injury and property damage.
- ISO Form Number CA 0001 covering, Code 1 (any auto), with limits no less than **\$5,000,000** per accident for bodily injury and property damage.
- Garage keepers' extra liability endorsement to extend coverage to all vehicles in the care, custody and control of the Contractor or Consultant, regardless of where the vehicles are kept or driven.

Professional Liability (Errors and Omissions):

The Employer's Liability policy shall be endorsed to waive any right of subrogation as respects the District, its elected and appointed officials, officers, attorneys, agents, employees and volunteers.

- Insurance appropriate to the Contractor's or Consultant's profession, with limit no less than **\$1,000,000** per occurrence or claim, **\$2,000,000** aggregate
- (if Design/Build), with limits no less than **\$1,000,000** per occurrence or claim, and **\$2,000,000** policy aggregate.
- Insurance appropriate to the Contractor's or Consultant's profession, with limit no less than _____ per occurrence or claim, _____ aggregate

Workers' Compensation Insurance:

- Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. *(Not required if Contractor or Consultant provides written verification it has no employees)*

The Contractor or Consultant makes the following certification, required by section 1861 of the California Labor Code:

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Contractor/Consultant Signature

Builder's Risk (Course of Construction):

____ Insurance utilizing an "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

Surety Bonds:

____ Contractor shall provide the following Surety Bonds:

1. Bid Bond
2. Performance Bond
3. Payment Bond
4. Maintenance Bond

The Payment Bond and Performance Bond shall be in a sum equal to the contract price. If the Performance Bond provides for a one-year warranty a separate Maintenance Bond is not necessary. If the warranty period specified in the contracts is for longer than one (1) year a Maintenance Bond equal to ten percent (10%) of the contract price is required. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of California and secured through an authorized agent with an office in California.

Contractor's or Consultant's Pollution Legal Liability:

____ Contractor's or Consultant's pollution legal liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than \$1,000,000 per occurrence or claim and \$2,000,000 policy aggregate.

If the Contractor or Consultant maintains higher limits than the minimums shown above, the District requires and shall be entitled to coverage for the higher limits maintained by the Contractor or Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to District.

Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain the following provisions:

Additional Insured Status:

The insurance policies are to contain, or be endorsed to contain the following provision:

The District, its elected and appointed officials, officers, attorneys, agents, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor or Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's or Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used).

Primary Coverage:

The insurance policies are to contain, or be endorsed to contain the following provision:

For any claims related to this contract, the **Contractor's or Consultant's insurance coverage shall be primary insurance** as respects the District, its elected and appointed officials, officers, attorneys, agents, employees and volunteers. Any insurance or self insurance maintained by the District its elected and appointed officials, officers, attorneys, agents, employees and volunteers shall be in excess of the Contractor's or Consultant's insurance and shall not contribute with it.

Builder's Risk (Course of Construction Insurance) (applicable to Construction Contracts only)

Contractor may submit evidence of Builder's Risk insurance in the form of Course of Construction coverage. Such coverage **shall name the District as a loss payee** as their interest may appear.

If the project does not involve new or major reconstruction, at the option of the District, an Installation Floater may be acceptable. For such projects, a Property Installation Floater shall be obtained that provides for the improvement, remodel, modification, alteration, conversion or adjustment to existing buildings, structures, processes, machinery and equipment. The Property Installation Floater shall provide property damage coverage for any building, structure, machinery or equipment damaged, impaired, broken, or destroyed during the performance of the Work, including during transit, installation, and testing at the District's site.

Notice of Cancellation, Suspension or Otherwise Voiding Policies:

Each insurance policy required above shall contain, or be endorsed to contain **that coverage shall not be suspended, voided, canceled or reduced in coverage or in limits except with thirty (30) days' prior written notice** by certified mail, return receipt requested to the District.

Waiver of Subrogation:

Contractor or Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Contractor or Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Contractor or Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer. **The Workers' Compensation Policy shall be endorsed with a waiver of subrogation** in favor of the District for all work performed by Contractor or Consultant, its employees, agents and subcontractors.

Deductibles and Self-Insured Retentions:

Any deductibles or self-insured retentions must be declared to an approved by District. The District may require the Contractor or Consultant to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. At the option of the District, either (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its elected and appointed officials, officers, attorneys, agents, employees and volunteers; or (2) the Contractor or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Acceptability of Insurers:

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to District.

Claims Made Policies: (note - should be applicable only to professional liability, see below)

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of contract of work.**
3. If coverage is canceled or non-renewed, and not replaced **with another claims-made policy form with a Retroactive Date prior** to the contract effective date, the Contractor or Consultant must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of work.

4. A copy of the claims reporting requirements must be submitted to the District for review.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor's Pollution Liability Policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractors Pollution Liability Policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Subcontractors:

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that District is an additional insured on insurance required from subcontractors. For CGL coverage, subcontractors shall provide coverage with a format at least as broad as CG 20 38 04 13.

Verification of Coverage:

Contractor or Consultant shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's or Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Special Risks or Circumstances

District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

Failure to Comply:

Each insurance policy required above shall contain or be endorsed to contain that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the District, its elected and appointed officials, officers, attorneys, agents, employees and volunteers.

Applicability of Coverage:

Each insurance policy required above shall contain or be endorsed to contain that the Contractor's or Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

EXHIBIT D
FACILITIES AND EQUIPMENT

District shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with District employees and reviewing records and the information in possession of District. The location, quantity, and time of furnishing said physical facilities shall be in the sole discretion of District. In no event shall District be obligated to furnish any facility which may involve incurring any direct expense, including, but not limiting the generality of this exclusion, long-distance telephone or other communication charges, vehicles, and reproduction facilities. Consultant shall not use such services, premises, facilities, supplies or equipment for any purpose other than in the performance of Consultant's obligations under this Agreement.



July 31, 2018

Paige Meyer, Fire Chief
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Rd,
San Ramon, CA 94583

**RE: Architectural Services – San Ramon Joint Use Fire/Police/Comm
Facility Space Needs Assessment**

Dear Chief,

I am pleased that the District has selected us to work with you on the preliminary planning of the Fire Admin / City of San Ramon Police / Comm/Dispatch/EOC joint use facility project, and I am pleased to offer this proposal for initial space needs assessment services. Once the space needs assessment is complete, an additional proposal can be provided for the final design and construction administration services.

I have based this proposal on our conversations regarding the project. At this time it is my understanding that the focus of the current scope is to determine the current and future space needs for the operational police station, Fire Admin and Communications/Dispatch/EOC. The intent of the study will be to determine how to best utilize the existing PD space, relocate Fire Admin into the existing City Permit facility, and construct a new Comm Center/EOC. The intended scope of work under this proposal includes a structural observation and report of the existing structural deficiencies at the PD facility, user group meetings and field investigation to determine the feasibility of the intended design, and to ultimately provide a concept design report to be presented to the Fire District Board and/or San Ramon City Council. Additionally, the scope will include potential floor plan schematic layouts for Fire/Comm, and phasing recommendations.

This proposal assumes that the existing PD operations is contained within a building that was not upgraded to Essential Service requirements, and that the proposed structural repairs and non-structural Tenant Improvements proposed for that space will not trigger any change of occupancy that would necessitate such an upgrade. The proposed Fire Admin move will similarly be considered to be office functions not requiring an Essential Service upgrade. The proposed stand-alone EOC/Communications center will be designed as an Essential Service Facility.

The proposed scope of services is further defined below.

Please note that this proposal is based on the scope of services that we believe is necessary to successfully complete this project. If there are scope items that are not included, or that are not necessary, we would be pleased to adjust the scope and fee to meet your needs.

We are proposing to offer the following scope of services:

SPACE NEEDS ASSESSMENT PHASE

- ≡ Meet with Project Team to discuss budget, program and design issues. This meeting will include meeting with a small Design Committee to gather input for required improvements. Meeting will include analysis of all existing operations for all 3 entities (Fire, Police, Communications), as well as potential future changes in operations. Discussion will focus on requirements for each entity, as well as where overlap or joint use may occur (conference/meeting rooms, etc.).
- ≡ Perform a site review to assess existing structural deficiencies and develop a report identifying issues and potential repair options. Specifically the work will include:
 - Review of all original and renovation structural drawings and reports
 - Site visit for field investigation of existing conditions
 - ASCE41 based Benchmark building review for structural systems and associated deficiencies
 - General ASCE41 Tier 1 based structural assessment (not a full seismic evaluation)
 - Written report with findings and recommendations mitigating deficiencies or additional analysis
 - Conceptual structural plans and or details illustrating proposed modifications or improvements.
 - Basis of design narrative and concept plan sketches for new Dispatch/EOC addition
- ≡ Provide a questionnaire to each user group to document current and project staffing and facility needs.
- ≡ Perform a site review to assess and verify space dimensions and use of each of the existing facilities.
- ≡ Prepare a draft study and accompanying options matrix for each facility (Police, Fire Admin and Communications) identifying:
 - Activities to be conducted in each space.
 - Number and types of persons that will use each space.

- Size of each space.
 - Functional and physical relationships of elements that are included within each space.
 - Functional and physical relationships of each space to other spaces.
 - Fixed and movable equipment/furnishing that will be present in each space and their physical, functional, and utility characteristics.
 - Special characteristics of each space required for the function.
- ≡ Attend up to two public or Board meetings.
- ≡ Using the developed interior space needs assessment we will generate conceptual building floor plans for each use. The drawings provided at this stage will be conceptual in nature, identifying the general square foot and use requirements of the internal spaces and exterior site elements. Detailed building massing or designs are not included at this phase and will be further developed during the succeeding Schematic Design Phase. However, we will provide rendered views (3D) of a potential design for the EOC/Comm building to show how the proposed addition will integrate with the existing building.
- ≡ Develop preliminary Cost Estimates based upon building systems. The estimates prepared at this phase will be generally square foot cost estimates for the various building and site components, and will include a design development contingency (to allow for potential increases as the design is refined further in the later stages of the project). It should be noted that the current scope does not include specific project analysis by our consulting engineering team (civil, landscape, MEP) so the estimates developed at this stage will include assumptions from past project experience for related cost data.
- ≡ Prepare a design narrative describing the feasibility of the design approach for the improvements, including potential phasing options.
- ≡ Make required submissions to Fire District for preliminary report review and comments.
- ≡ Make corrections and adjustments to incorporate District comments and make final presentation to District Board to present report findings.
- ≡ For the Space Needs Assessment Phase we have included three coordination meetings at a desired location with selected staff and stakeholders.

- ≡ At the conclusion of the Space Needs Assessment Phase a proposal will be provided for the additional services required to provide complete construction documents for the approved improvements.

ADDITIONAL SERVICES TO BE PROVIDED ON AN HOURLY BASIS

The following items are not included in the Basic Services for this phase, and will be provided as additional services only after written authorization is received. Unless a subsequent fixed fee proposal is provided, the work will be done on an hourly basis per the attached Hourly Rate Schedule.

Additional Services not included in our basic scope of work include:

- ≡ Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration services.
- ≡ Geotechnical Engineering Services. These may be required to fully assess the cause of the existing structural deficiencies. At this time we suggest holding off on any geotechnical information until the Structural Engineer has had an opportunity to begin his analysis.
- ≡ Topographic surveys.
- ≡ Civil, Structural (other than assessment report), Mechanical, Plumbing, Electrical engineering and Landscape Architecture design services.
- ≡ Revisions to Needs Assessment Report resulting from Owner requested changes to documents previously approved by the Owner, or due to code or zoning changes made subsequent to Owner approval.
- ≡ Services required because of significant changes in the project (not due to the design team's acts or omissions) including, but not limited to, size, quality, complexity, schedule, or the method for bidding and contracting for construction.
- ≡ Processing change requests for Owner requested changes, and for unforeseen site conditions, after bid, including revisions to Contract Documents, processing approval of revisions through the Building Department, and Change Order negotiation.
- ≡ Services in conjunction with any required discretionary approvals.

- ≡ Preparation of Boundary Surveys, ALTA Surveys, Title Reports, Deeds, construction staking or other documents in conjunction with the project site.
- ≡ Providing Phase One Environmental services for Soils, Asbestos or Lead contamination survey and remediation.
- ≡ Plan check and permit fees (if paid by the consultant) will be a reimbursable expense, charged at 1.1 times the Consultant's cost.
- ≡ All delivery, printing and reproduction costs will be a reimbursable expense, charged at 1.1 times the Consultant's cost.

I propose to provide the stated basic services for a fixed fee as follows:

Structural Engineering Assessment	\$15,000.00
Space Needs Assessment and Report	\$50,000.00
<u>Total</u>	<u>\$65,000.00</u>

For this phase of the project we should include a reimbursable expense line item not to exceed \$1,000.00. Fees for the remaining scope of work will be accounted for in future project cost estimates, and a formal proposal for those phases will be provided when the scope is more clearly defined.

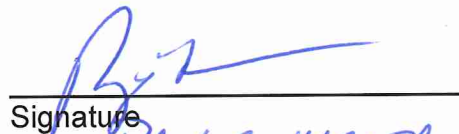
Presently our firm maintains General Liability and Errors and Omissions Insurance with nationally recognized insurers. We carry a \$1,000,000 limit for our General Liability and auto, and a \$2,000,000 limit for our Professional E&O insurance. I appreciate the opportunity to present this proposal. I am available to meet with you at any time to review and discuss the proposed scope of services and fee proposal. I am excited about the opportunity to work with you on this project. If you have any questions regarding this scope of work please do not hesitate to contact me at (619) 698-9177.

Respectfully,



Jeff Katz, AIA
Principal

ACCEPTED BY:



Signature
PAIGE MEYER

Name (Printed)
CHIEF

Title
8/1/18

Date

Exhibit "A"

HOURLY RATE SCHEDULE

The following rates apply to work performed on an hourly basis.

Principal Architect	\$ 220.00 per hour
Project Executive	\$ 195.00 per hour
Project Manager	\$ 175.00 per hour
Job Captain	\$ 135.00 per hour
Specification Writer	\$ 165.00 per hour
Construction Administrator	\$ 155.00 per hour
Drafter	\$ 110.00 per hour
Secretarial	\$ 90.00 per hour
Structural Engineer.....	\$ 190.00 per hour
Civil Engineer	\$ 190.00 per hour
Mechanical Engineer	\$ 180.00 per hour
Electrical Engineer	\$ 170.00 per hour
Landscape Architect	\$ 170.00 per hour

Reimbursable Expenses will be charged at 1.1 times the direct cost.

Note: These rates will remain in effect until December 31, 2018, at which time they may be adjusted as a result of salary reviews

NEW BUSINESS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018

To: Board of Directors

From: Paige Meyer, Fire Chief

Subject: Approval of Contract Extension Agreement (Emergency Ambulance Services-Response Area 4) with Contra Costa County

Background:

As discussed previously with the Board, the District made a request to the Contra Costa County Board of Directors for a one year extension in the current emergency ambulance service agreement between the County and the District set to expire on October 31, 2018. The request was made in order to grant more time for the District to establish its rights as an exclusive provider of emergency ambulance service within the District under the State of California Emergency Medical Services Law; Health & Safety Code Division 2.5 Chapter 4, Section 1797.201 or Section 1797.224, and thus forgoing a competitive proposal process to provide such services. Also, the issue of “201/224 rights” could be settled by an appellate court decision in the case AMERICARE MEDSERVICES, INC., Plaintiff and Appellant, vs. CITY OF ANAHEIM, ET AL., Defendants and Appellees.

In January 2018, the County Board of Supervisors directed the Contra Costa County EMS Agency to grant the one year extension. In June 2018, the Director of Emergency Medical Services for the County, Pat Frost, sent a Contract Extension Agreement extending the emergency ambulance service contract to October 31, 2019.

Recommended Board Action:

Approve the attached Contract Extension Agreement with Contra Costa County for emergency ambulance services and authorize the Fire Chief to execute the Contract Extension Agreement.

Attachments:

Contract Extension Agreement
Documentation from CCCEMSA

CONTRACT EXTENSION AGREEMENT
 (Purchase of Services - Long Form)

Number 23-055-20
 Fund/Org # As Coded
 Account # As Coded
 Other # _____

1. **Identification of Contract to be Extended.**

Number: 23-055-19
 Effective Date: November 3, 2008
 Department: Health Services – Emergency Medical Services (EMS) Division
 Subject: Emergency Ambulance Services (Emergency Response Area 4)

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: **SAN RAMON VALLEY FIRE PROTECTION DISTRICT**
 Capacity: Independent Fire Protection District
 Address: 1500 Bollinger Canyon Road, San Ramon, California 94583

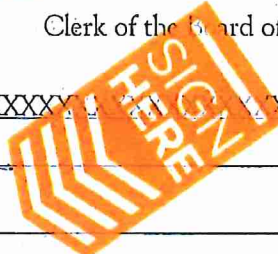
3. **Extension of Term.** The termination date of the above described contract is hereby extended from October 31, 2018 to the new termination date of October 31, 2019, unless sooner terminated as provided in said contract.

4. **Payment Limit.** The maximum amount payable by the County under this Contract is unchanged.

5. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS By _____ <p style="text-align: right;">Chairman/Designee</p>	ATTEST: Clerk of the Board of Supervisors By <u>XXXXXXXXXX</u> _____ <p style="text-align: right;">Deputy</p>
---	---



CONTRACTOR

Signature A Name of business entity <u>San Ramon Valley Fire Protection District,</u> <u>an independent fire protection district</u> _____ By _____ <p style="text-align: center;">(Signature of individual or officer)</p> _____ <p style="text-align: center;">(Print name and title A, if applicable)</p>	Signature B Name of business entity <u>San Ramon Valley Fire Protection District,</u> <u>an independent fire protection district</u> _____ By _____ <p style="text-align: center;">(Signature of individual or officer)</p> _____ <p style="text-align: center;">(Print name and title B, if applicable)</p>
---	---

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on form L-2.

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

PATRICIA FROST, RN, MS, PNP
DIRECTOR OF EMERGENCY MEDICAL SERVICES

DAVID GOLDSTEIN, MD
MEDICAL DIRECTOR



CONTRA COSTA
EMERGENCY
MEDICAL SERVICES

1340 Arnold Drive, Suite 126
Martinez, California 94553

Ph (925) 646-4690
Fax (925) 646-4379

June 14, 2018

Paige Meyer, Fire Chief
San Ramon Valley Fire Protection District

Dear Chief Meyer,

This is to inform the San Ramon Valley Fire Protection District (SRVFPD) that the one year extension of the current emergency ambulance agreement between Contra Costa County and the SRVFPD authorizing emergency ambulance services in Emergency Response Area (ERA) 4 was approved by the Board of Supervisors (BOS) on June 5th. The agreement will become finalized upon receipt of signed extension agreement and the San Ramon Fire District approval.

Background: In January of 2018 the Contra Costa Board of Supervisor's (BOS) directed the Contra Costa EMS Agency (CCEMSA) to grant a one year extension to the competitively bid emergency ambulance services agreement for ERA 4. The board action was granted to allow SRVFPD to research exclusivity rights under the State of California Emergency Medical Services Law; Health & Safety Code Division 2.5 Chapter 4, 1797.224 (Creation of Exclusive Operating Zone). The BOS agreed to delay the competitive process acknowledging that if the fire district could establish 224 rights a competitive process for exclusivity would no longer be required.

All parties were informed at that time the one year extension would designate the ERA 4 as "non-exclusive" after October 31, 2018 by the California State EMS Authority and become subject of legal inquiries from other parties who may have an interest in the area. BOS was advised that a SRVFPD legal opinion would be available sometime after April 2018 addressing:

1. Evidence that the district has provided emergency ambulance services in the same "manner and scope" since 1981 OR
2. Other legal qualification or precedent supporting the District's 224 exclusivity claim.

Due to timelines involved in competitive processes **SRVFPD is asked to submit the legal opinion by November 15, 2018.** Upon receipt, it will be forwarded to Contra Costa County counsel for review and the findings scheduled as a deliberation item with the BOS. That Board discussion would likely be scheduled prior to January 31st, 2019. The EMS Agency will be prepared with an RFP to be approved in the event San Ramon Fire Protection 224 right are unable to be determined.

In the event that San Ramon is successful in establishing 224 rights for ERA 4, the County and SRVFPD have mutually acknowledged that parties will enter a performance focused agreement protecting 224 rights and supporting federal, state and local EMS System statutory and local medical and quality oversight requirements. Please reach out to me if you or your fire district board members have any questions.

Regards,

Patricia Frost, RN, MS, PNP

cc: Anna Roth, RN, MS, MPH, Health Services Director
David Goldstein MD, Medical Director
David Twa, Contra Costa County Administrator
Matthew J. Stamey, President San Ramon Valley Fire Protection District Board
Candace Anderson, Supervisor District II





Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: June 5, 2018

Subject: Contract Extension #23-055-20 with San Ramon Valley Fire Protection District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract Extension Agreement #23-055-20 with San Ramon Fire Protection District, an Independent Fire Protection District, to extend the termination date from October 31, 2018 to October 31, 2019, to continue to provide emergency ambulance services in County's Emergency Response Area 4, including mutual indemnification for both parties for any claims arising out of the performance of this contract.

FISCAL IMPACT:

There is no fiscal impact as this is a non-financial agreement.

BACKGROUND:

On December 9, 2008, the Board of Supervisors approved Ambulance Service Agreement #23-055-19 with San Ramon Fire Protection District for the provision of emergency ambulance services in County's Emergency Response Area 4 for the period of November 3, 2008 through October 31, 2018.

Approval of Contract #23-055-20 will allow the Fire District to continue to provide

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 06/05/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 5, 2018

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Patricia Frost,
925-646-4690

Emergency Ambulance Service through October 31, 2019. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CHILDREN'S IMPACT STATEMENT:

If this contract is not approved, emergency ambulance services in County's Emergency Response Area 4 will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: January 23, 2018

Subject: Draft Emergency Ambulance Request for Proposal (RFP) for Exclusive Response Areas (ERA) IV

RECOMMENDATION(S):

CONSIDER approving the Draft Emergency Ambulance Request for Proposal (RFP) for emergency ambulance services for Emergency Response Area (ERA) IV from EMS Agency Staff (EMS Director Pat Frost); and

DIRECT the Emergency Medical Services (EMS) Agency to submit to the California State EMS Authority and conduct the competitive procurement.

FISCAL IMPACT:

No County General Fund impact.

BACKGROUND:

The RFP sets general standards for service, specific response time and staffing standards, and provisions for scoring and selection. The RFP performance requirements reflect uniform standards consistent with the recent Contra Costa Fire Protection District contract and is subject to Health and Safety Code 13862 and 1797 et.seq.; California Government Code 26227 and 31000 County Ordinance Code, Division 48; and all legal authorities associated with HIPAA.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 01/23/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes: See Addendum

VOTE OF SUPERVISORS

- AYE: John Gioia, District I Supervisor
- Candace Andersen, District II Supervisor
- Diane Burgis, District III Supervisor
- Karen Mitchoff, District IV Supervisor
- Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 23, 2018

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Patricia Frost,
925-646-4690

cc: Tasha Scott, Marcy Wilhelm, Rachel Morris

The draft RFP for ERA IV reflects modifications in high and low-density emergency ambulance response requirements associated with population growth and demand for EMS services.

BACKGROUND: (CONT'D)

The current exclusive operating area agreement for ERA IV will expire on October 31, 2018. The draft RFP and the resulting emergency ambulance contract language is responsive to the findings of the 2014 EMS System Modernization Report and is structured to enhance EMS System service delivery and improve the quality of pre-hospital care.

San Ramon Valley Fire Protection District has been the legacy 9-1-1 ambulance provider subsequent to consecutive competitive bids since 1983. In October of 2017, San Ramon Valley Fire Protection District approached the Local EMS Agency (LEMSA) to explore the appropriateness of reinstating their 201/224 rights. An exhaustive records review and information exchange resulted to determine if there was a basis for this to be considered. The result of the extensive document review was inconclusive. In response, the LEMSA then submitted a request to the California Emergency Medical Services Authority (EMSA) on November 16, 2017 seeking further records prior to 1985 and a twelve-month RFP extension to review the many complex legal issues and EMS system impacts involved.

On December 13, 2017, the EMSA responded with RFP documents associated with the 2008 procurement process and denied the LEMSA request, advising that ERA IV has been well served by being exclusive through a competitive process and there was no mechanism to re-establish exclusivity under another basis (e.g. 201/224). The EMSA response (attached) puts the decision in front of the Board. The LEMSA recommends that an ERA IV RFP competitive procurement be conducted.

Proposed RFP Timeline (subject to change)

Date Action Item:

January 23, 2018 Board approval of RFP

March 27, 2018 EMSA Review of RFP Completed

All Dates below are TBD pending timing of EMSA approval

April 9, 2018 RFP Released

April 16, 2018 RFP Questions/Clarification Due

April 23, 2018 Proposer's Conference

June 21, 2018 Proposals Due at 4 pm - Public Proposal Opening

July 10, 2018 Notice of Intent to Award-Protest Period Begins

August 6, 2018 Presentation to Board: Authorization to Proceed

August 30, 2018 Contract Finalized

September 11, 2018 Board approval of Contract

November 1, 2018 Start-up of New Contract

CONSEQUENCE OF NEGATIVE ACTION:

The RFP for ERA IV would be delayed and ERA IV would be designated by the EMSA as non-exclusive after October 31, 2018. Under Title 22, competitive agreements that provide exclusivity must be “periodically” put out for RFP. The EMSA defines periodic as not more than every 10 years.

If a competitive process is not conducted for ERA IV by October 31, 2018, it is recommended that the current agreement with San Ramon Valley Fire be extended by not more than 18 months to assure no disruption in emergency ambulance services or the coordinated county EMS System.

Emergency ambulance providers are required to enter written agreements with the County to not only memorialize exclusivity to provide services in a designated community, but to comply with statutory requirements associated with county emergency ambulance service performance requirements, Title 22 medical control and patient safety and quality improvement supporting Contra Costa’s high performance EMS system.

ERA non-exclusivity has the ability to create an opportunity for other non-emergency ambulance service providers to participate in the EMS system in ERA IV.

There is a risk to the County that establishing a “non-exclusive” ERA may disrupt the coordination of EMS System Services for ERA IV. This may become a source of ongoing litigation for the County as it has been in other counties throughout the state.

CHILDREN'S IMPACT STATEMENT:

Approximately 8-10% of EMS system services are provided to children.

CLERK'S ADDENDUM

Speaker: Chief Paige Meyer, San Ramon Valley Fire Protection District. The EMS agency received a letter from the Emergency Medical Services Authority denying the request for an extension of exclusive operating area of ERA IV (San Ramon). Letter is attached. AUTHORIZED the EMS Director to negotiate an agreement extension to October 2019 with San Ramon Valley Fire Protections District; and DIRECTED the EMS Director to continue working on the issue of an exclusive operating area extension with the Emergency Medical Service Authority and San Ramon Valley FPD.

ATTACHMENTS

Draft Emergency Ambulance Request for Proposal (RFP) for Exclusive Response Areas (ERA) IV



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Jim Selover, Interim Deputy Chief, Logistics
Subject: Approval of Landscape Projects: Stations 33, 35, 39

Background:

As discussed previously with the Board, included in the District's Capital Improvement Plan (CIP) for 2018-19 is funding to convert the landscaping at three of the District's fire stations (Stations 33, 35 and 39) to one that requires less maintenance and less water usage.

Pursuant to the District's Purchasing Policy, staff solicited bids from four local landscape maintenance contractors. The scope of work included repairs/upgrades to the irrigation systems; "soft-scape" improvements with low maintenance requirements; and adherence to "Bay Friendly" specifications. The low bid for Station 35 was from Jannisse Landscaping at \$32,250; the low bid for Station 39 was from Del Conte's Landscaping at \$25,145; and the low bid for Station 33 was from Jannisse Landscaping at \$7,875.

All projects should be completed by November 30, 2018.

Recommended Board Action:

Staff recommends approval of the following landscape improvement contracts:

Station 35	Jannisse Landscaping	Amount not to exceed \$32,250
Station 39	Del Conte's Landscaping	Amount not to exceed \$25,150
Station 33	Jannisse Landscaping	Amount not to exceed \$7,875

Fiscal Impact:

Funds are currently available for these projects in the 2018-19 CIP.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: 8/22/2018

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: East Bay Regional Communications System (EBRCS) Radio Upgrade

Background

The East Bay Regional Communications System (EBRCS) was designed according to the Association of Public Safety Communications Officials (APCO) Project 25 (P25) suite of standards. Since its inception, the system has used Phase I Frequency Division Multiple Access (FDMA) technology that allows one Public Safety user to operate on a single 12.5 MHz radio channel.

Given the current number of radios on the system, Public Safety users are starting to experience “busies” when transmitting. When the system is busy, a transmission from a Public Safety user may be queued in the system for a short duration; fortunately, because the transmissions are often queued for only milliseconds, personnel are generally unaware of the system busies.

To meet the demands of the approximate 18,500 users in Alameda and Contra Costa Counties, as well as 2,500 mutual aid responders from adjoining counties, and avoid the potential for longer delays, the East Bay Regional Communications System Authority (EBRCSA) is in the process of upgrading EBRCS to a Phase II Time Division Multiple Access (TDMA) radio system. TDMA allows for two Public Safety users to operate on a single 12.5 MHz radio channel at the same time, thereby doubling the available bandwidth of the system.

To ensure compatibility, EBRCS is requiring participating agencies to upgrade their radios to be TDMA operational no later than June 30, 2020. After this date, Phase I radios will no longer be allowed on EBRCS. The District’s radios are capable of TDMA operation, but one upgrade per radio must be purchased from Motorola to enable the TDMA feature. Motorola is offering a price to EBRCS subscribers of \$248.00 plus tax per TDMA upgrade if the order is placed prior to September 21, 2018. After this date, the price per TDMA upgrade will increase to the standard price of \$388.50 plus tax.

By placing the order prior to September 21, 2018, the District will save \$37,654.00 plus tax on the purchase of the TDMA upgrades.

Financial Impacts

Funding for the upgrades are currently budgeted in the District's FY 2019-20 CIP Budget. Funding could be accelerated to FY 2018/19 via a mid-year budget adjustment.

Recommended Board Action

Authorize staff to place an order with Motorola for the purchase of the required TDMA upgrades in an amount not to exceed \$71,947.28.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Natalie Korthamar Wong, Director of Human Resources
Subject: Alternative Retirement System (ARS) for Temporary Employees

Background:

The United States Congress adopted the Omnibus Budget Reconciliation Act (OBRA) in 1990. OBRA mandates that employees not covered by their employer's retirement program be enrolled in Social Security, *or an alternate retirement system*, effective January 1, 1992. Currently, in compliance with the OBRA requirement, the San Ramon Valley Fire Protection District and eligible employees, each contribute an amount equal to 6.2% of salary to Social Security (12.4% in total). Contributing to Social Security is an option that complies with OBRA, however, other alternative systems that meet OBRA minimum requirements, such as the Public Agency Retirement Services (PARS) ARS plan satisfy the OBRA mandate and provide a cost savings to the District.

PARS has specialized exclusively in retirement plan consulting and administration for public agencies since 1984. They assist in plan design and implementation and perform ongoing "turn-key" plan administration. Over 850 public agencies, including special districts, cities, counties, school districts, community college districts, and county offices of education, are enrolled in the PARS alternative to Social Security for their part time, seasonal and temporary employees.

PARS ARS reduces payroll costs by replacing the mandatory contribution of 12.4% (6.2% split by the employee and the District) for employees otherwise subject to Social Security with an approved alternative retirement system that provides a total contribution rate of only 7.5% to a fully vested retirement account, with the contribution split determined by the District. The staff recommendation is (1) for the employee contribution to be set at 7.5% and 0% contribution by the District, and (2) for the District to pay the annual administration fee (initially \$300 per month). Contributions at this level provide for savings equal to \$10,000 annually based on an assumption of approximately 29 part-time, temporary employees.

PARS ARS retirement programs currently cover over 400,000 participants. Benefits to the plan participants include pre-tax dollar contributions, thereby having the potential to increase employee take-home pay, immediate vesting from the first day of ARS participation, portability

by means of cash payout or rollover upon separation of employment, expedient monthly distributions, and toll-free customer services line, among other benefits.

Financial Impacts:

The anticipated initial annual cost savings of approximately \$10,000 would be offset by \$3,600 in administrative fees resulting in a net savings of around \$6,400.

Recommended Board Action:

1) A motion to adopt a Resolution authorizing an Alternative Retirement System provided by Public Agency Retirement Services (PARS) in lieu of Social Security for employees not eligible for enrollment in the Contra Costa County Employee Retirement Association (CCCERA and 2) Authorize the Fire Chief to execute the trust agreement and all related documents.

Attachment:

Resolution 2018-10

RESOLUTION NO. 2018-10

**A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT
AUTHORIZING AN ALTERNATIVE RETIREMENT SYSTEMS (ARS) FOR
TEMPORARY EMPLOYEES**

WHEREAS, it is determined to be in the best interest of the San Ramon Valley Fire Protection District (“District”) and its employees to provide a qualifying retirement system for its employees not currently eligible for such a qualifying retirement system, thereby meeting the requirements of Section 11332 of the Omnibus Budget Reconciliation Act (OBRA ‘90) and Section 3121(b)(7)(F) of the Internal Revenue Code;

WHEREAS, PARS has made such a system available to the District and its eligible employees and qualifies under OBRA 90 Section 11332, Internal Revenue Code Sections 3121(b)(7)(F) and 457(b), and meets the meaning of the term “retirement system” as given by Section 218(b)(4) of the Federal Social Security Act.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Board of Directors hereby adopts the PARS Trust, including the PARS Section 457(b) Alternative Retirement Plan, effective August 22, 2018; and
2. The Board of Directors hereby appoints the Fire Chief or his/her successor or his/her designee as the District’s Plan Administrator for the PARS Section 457(b) Alternative Retirement Plan/Trust; and
3. The District’s Plan Administrator is hereby authorized to implement the plan(s), execute the PARS legal and administrative documents on behalf of the District and to take whatever additional actions are necessary to maintain the District’s participation in PARS and to maintain PARS compliance of any relevant regulation issued or as may be issued; therefore, authorizing him/her to take whatever additional actions are required to administer the District’s PARS plan(s).

PASSED, APPROVED, AND ADOPTED on this 22nd day of August, 2018 at a regular meeting of the District Board of Directors at San Ramon, California on a motion made by Director _____, seconded by Director _____ and duly carried by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**STATE OF CALIFORNIA
COUNTY OF CONTRA COSTA**

_____, the Clerk of the San Ramon Valley Fire Protection District hereby certifies that the above foregoing Resolution was duly and regularly adopted by said District at a regular meeting thereof held on the _____, and passed by a _____ vote of said Board.

IN WITNESS WHEREOF I have hereunto set my hand and seal this _____, 2018.

Susan F. Brooks
District Clerk

CORRESPONDENCE

Brooks, Sue

From: Phares, Lon
Sent: Wednesday, June 27, 2018 9:49 AM
To: Brooks, Sue
Subject: FW: East Contra Costa FPD Engineer Exam

FYI

From: Craig Auzenne [mailto:CAuzenne@eccfpd.org]
Sent: Tuesday, June 26, 2018 2:45 PM
To: Huettis, Richard <RHuettis@srvfire.ca.gov>; Phares, Lon <LPhares@srvfire.ca.gov>; fnasca@lpfire.org; JSolak@lpfire.org; Bob May <BMay@eccfpd.org>; Gilbert Guerrero <GGuerrero@eccfpd.org>; Ryan Rose <rrose@frcfire.com>; 'fmanding@frcfire.com' <fmanding@frcfire.com>; Sam Somerhalder <SSomerhalder@eccfpd.org>
Subject: East Contra Costa FPD Engineer Exam

On behalf of Chief Brian Helmick, myself and the East Contra Costa FPD, we thank you for sparing your precious time for our Engineer Promotional Exam on Monday June 11, 2018, at La Paloma High School. Your participation gave us the opportunity to establish an eligibility list and an acting list that we have been without for almost 10 years. Your presence, enthusiasm, and positive attitude helped to make this exam a great success. Please keep us in mind when you need assistance in the future.

Thank you!

Craig Auzenne
Battalion Chief
East Contra Costa Fire Protection District
925-584-6351
cauzenne@eccfpd.org

Hi Joyce,

Thank you so much for hosting
our ice cream social last week.

I heard you were great and
I really appreciate your talk
fire and fall prevention.

Sorry I missed you.

Thank you,

Kellie Schuyler

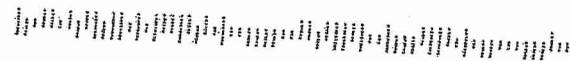
Town of Danville
510 La Gonda Way
Danville, California 94526

OAKLAND
CA 945
20 JUL '18
PM 7 L



Joyce Castro
1500 Bollinger Canyon Rd
San Ramon CA 94583

1583-175500



Brooks, Sue

Subject: FW: Carr Fire Deployment

From: Randall Smith
Sent: Tuesday, August 07, 2018 12:09 PM
To: Shafer, Bryan
Cc: Meyer, Paige; Tippin, Barry; Cullen Kreider; Julie Winter; Keith Alvord
Subject: Carr Fire Deployment

Dear Captain,

As your five engine Bay Area strike team's time in and near Redding draws closer to the end of your two week tour, I offer a few thoughts. First, is appreciation and admiration that you and your twenty men would leave home and relative safety to fight against the Carr Monster. Eventually, this almost animate, evil circumstance will enter the history books as serious trouble which was fought and defeated. Those of us living here have no meaningful way of expressing our feelings, of thanking you for doing your duty against horrible odds of high temperatures, long days and nights, enormous fuel loads, steep terrain, inadequate rest and countless minor irritations and substantive risks. Hopefully, the rest of this long fire season will leave you alone and tax you no further. Promise is made to organize and deliver a genuine effort at doing better locally in restoring and protecting our precious open spaces. They require regular maintenance by everyone. Hopefully, the lasting effect of this recent unpleasantness and loss is a better tomorrow. For certain, Engine #31 and its company from San Ramon Valley Fire Protection District will be remembered and cherished always.

Thank you for coming and leading the charge, for being part of the solution to our summer nightmare. Please share the quote below with your valiant men and do not allow them for a second to return home with anything less than a "job well done" feeling.

Very gratefully yours,

Randall R. Smith
Redding

Satisfaction lies in the effort, not in the attainment, full effort is full victory.

Mahatma Gandhi



Alameda County Fire Department

6363 Clark Avenue · Dublin, CA 94568

Tel (925) 833-3473 · (510) 632-3473 · Fax (925) 875-9387

www.acgov.org/fire

DAVID A. ROCHA
Fire Chief

SERVING:

City of Dublin

City of Emeryville

City of Newark

City of San Leandro

City of Union City

Lawrence Berkeley
National Laboratory

Lawrence Livermore
National Laboratory

Unincorporated Areas
of Alameda County

Alameda County
Regional Emergency
Communications Center
"Accredited Center
of Excellence"

July 2, 2018

Fire Chief Paige Meyer
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Chief Meyer:

On behalf of the Alameda County Fire Department, I want to thank you for permitting Chief Stephen Healy to participate in our Battalion Chief's Exam process last week.

Your agency continues to participate in our exam processes, and we appreciate your support of this examination process. Without the assistance of agencies, such as yours, the exam process would not be possible.

Please pass on my and the Department's appreciation to Chief Healy for his participation. If we can reciprocate, please let me know.

Sincerely,

David A. Rocha
Fire Chief

cc: Chief Stephen Healy

595 Silver Lake Dr
Sanville, Ca 94526
June 24 2018

Dear Chief Meyer,

I hope I've spelled your name correctly!

I sincerely thank you & the fire-departments who have ALWAYS been so kind to me. I had to call for help last night as I live alone & can not reach my fire alarms on the ceilings. Sometimes I believe firemen have come from Alcosta Blvd & last night they told me they were from the Bolinger Station.

I am so very grateful for all the help & for their warm good personalities. I don't like bothering them & I wanted to pay, but they "refused".

It means so much to me

to know (at times) I have their help. I try so hard not to bother them, but living alone is difficult at times.

I, again, want to say "Many Thanks" to you and to the great service I have received & needed.

My Best to you!

Very Sincerely,
Jean McEntush



CITY OF MILPITAS
OFFICE OF THE CITY COUNCIL

455 EAST CALAVERAS BOULEVARD, MILPITAS, CALIFORNIA 95035-5479
PHONE: 408-586-3050, FAX: 408-586-3056, www.ci.milpitas.ca.gov

July 30, 2018

San Ramon Valley Fire Protection District
Fire Chief Paige Meyer
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Fire Chief Meyer:

We write to express our deep appreciation for the successful collaboration among many fire response agencies that combined to fight and control the Country Fire in the hills above Milpitas this past week. This coordinated response was an outstanding example of the strong mutual commitment to regional emergency planning, training, and preparation that serves and protects all our communities.

The Country Fire grew fast and posed a significant potential threat to the people and property in and near Milpitas on Sunday and Monday, July 22-23. Fortunately, the swift and effective fire response and leadership from CalFire, the City of Milpitas, your department and others kept damage to a minimum, and there were no injuries or loss of life despite the rapid spread of the fire to more than 300 acres. Through mutual aid, the response at its peak involved some 250 fire personnel from throughout our region, a remarkable demonstration of the power of partnership.

We know that no community stands alone in our region, and we share many challenges together, whether it's housing, traffic, or public safety. Coordinated emergency response such as we experienced with the Country Fire provides a clear insight into the dedication, skill, and courage of all our employees working together. In a time when the value of public service is too often dismissed, and the competence of public agencies at all levels questioned, the men and women who responded so well to the Country Fire show that we are in good hands.

The Milpitas City Council will express our gratitude to these fire personnel and our partner agencies with a special presentation at the start of our Council meeting on Tuesday, August 7, at 7:00 p.m. We invite you to send key representatives from the San Ramon Valley Fire Protection District to receive our commendation from Milpitas on behalf of your entire team. The meeting will be held in our City Council Chambers in Milpitas City Hall, 455 East Calaveras Boulevard in Milpitas.

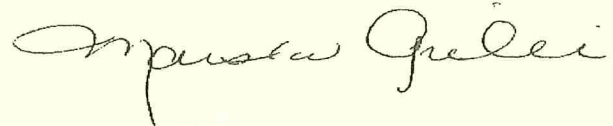
On behalf of the residents of Milpitas, we thank you for your help at a time of need. We hope to see your team members on August 7.

Sincerely,

Milpitas City Council



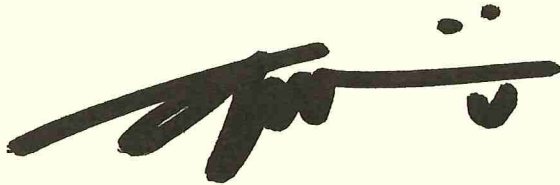
Rich Tran
Mayor



Marsha Grilli
Vice Mayor



Bob Nuñez
Councilmember



Garry Barbadillo
Councilmember



Anthony Phan
Councilmember

From: [Phares, Lon](#)
To: [Brooks, Sue](#)
Subject: Milpitas Vegetation Fire
Date: Thursday, August 09, 2018 3:39:12 PM

Sue,

Here is a short narrative relating to the Milpitas Council recognition. Lon

From: McNamara, Daniel
Sent: Thursday, August 09, 2018 8:31 AM
To: Phares, Lon <LPPhares@srvfire.ca.gov>
Subject: Milpitas Vegetation Fire

On the afternoon of July 22, I was in the area of Milpitas on I680 when I noticed a building column of smoke in the hills amongst some homes. I turned on Cal Fire local net and I heard the IC request an additional 10 engines and 4 more tankers for a structure threat. Due to a previous working relationship, I went to the Incident Command Post and offered my assistance. I was assigned to Division Z and put the heel of the fire out. Once that was secured I was asked to go to the head and see what was needed to be done to secure the Wheller Rd area. Once there we directed engines to aggressively attack the fire which prevented it from going over the ridge. Once the incident was mitigated I cleared the scene. The attached photo was from Wheller Rd looking at the fire. Please let me know if you have any questions.
Dan McNamara



Dan McNamara
B Shift Battalion Chief
XCC CIGCS Coordinator

Office-925-838-6604
Cell- 925-570-5288

OPERATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Monthly Operations Report for June & July 2018

Operations & Training

- Ambulance Strike Team – Paramedic 708, Mendocino Complex
- Ambulance Strike Team – Rescue Medic 708, Ranch/River Fire
- Strike Team Assignment – Strike Team Leader 3113 & E131, Carr Fire
- Intra County Mutual Aid – 3113, WT130, WT135, E331, Marsh Fire
- Working Vegetation Fire – Mornington Lane, San Ramon
- Working Vegetation Fire – Bruce Lane, Danville
- Working Vegetation Fire – Watermill Road, San Ramon
- Working Vegetation Fire – Albion Road, San Ramon
- Working Vegetation Fire – Montbretia Way, San Ramon
- Wildland Live Fire Training, Antioch
- Active Shooter Drill, Foothill High School
- Anti-Harassment Training
- Annual Wildland Season Refresher Training
- Multi-Company Drills, Old Blackhawk Rd
- Mt Diablo Rope Rescue Refresher Training
- Fire Trail Familiarization
- PG&E Fire Simulation Training, Richmond
- Water Shuttle Operations Training
- Annual Ladder Testing
- Tiller Training for Academy Class 2017-1
- Firefighter Reserve Training – Hose
- Station 37 Volunteer Auto Pulse Training
- Quarterly Officer Meetings
- Company Performance Standards
- Operational & Training Policy Updates
- Probationary Task Book Sign-offs for Captains (5), Engineers (7) & Firefighters (13)

Events Attended by Suppression

- Bay Area CPR Week, Danville
- Auction Winner Birthday Party, Danville
- Fallen Heroes Honor Guard Event, Diablo Country Club
- Summerfest, Danville
- Auction Winner Birthday Party, San Ramon
- July 4th Parade, Danville
- Operation Welcome Home, San Ramon
- Hot Summer Days, Danville

Special Teams

Hazardous Materials Team

- 3rd Quarter Training – Confidence Course w/ County Haz Mat Team, Richmond
- Dow Chemical Regional Drill, Pittsburg
- Haz Mat Technician Training

Technical Rescue Team

- 3rd Quarter Training – Trench Rescue Operations
- STARR1 & CHP H-30 Helicopter Operations Training
- County Drill @ Tesoro Refinery

Meetings

County Chiefs

Command Staff

County Operations

Training Division Meeting

County Training Officers

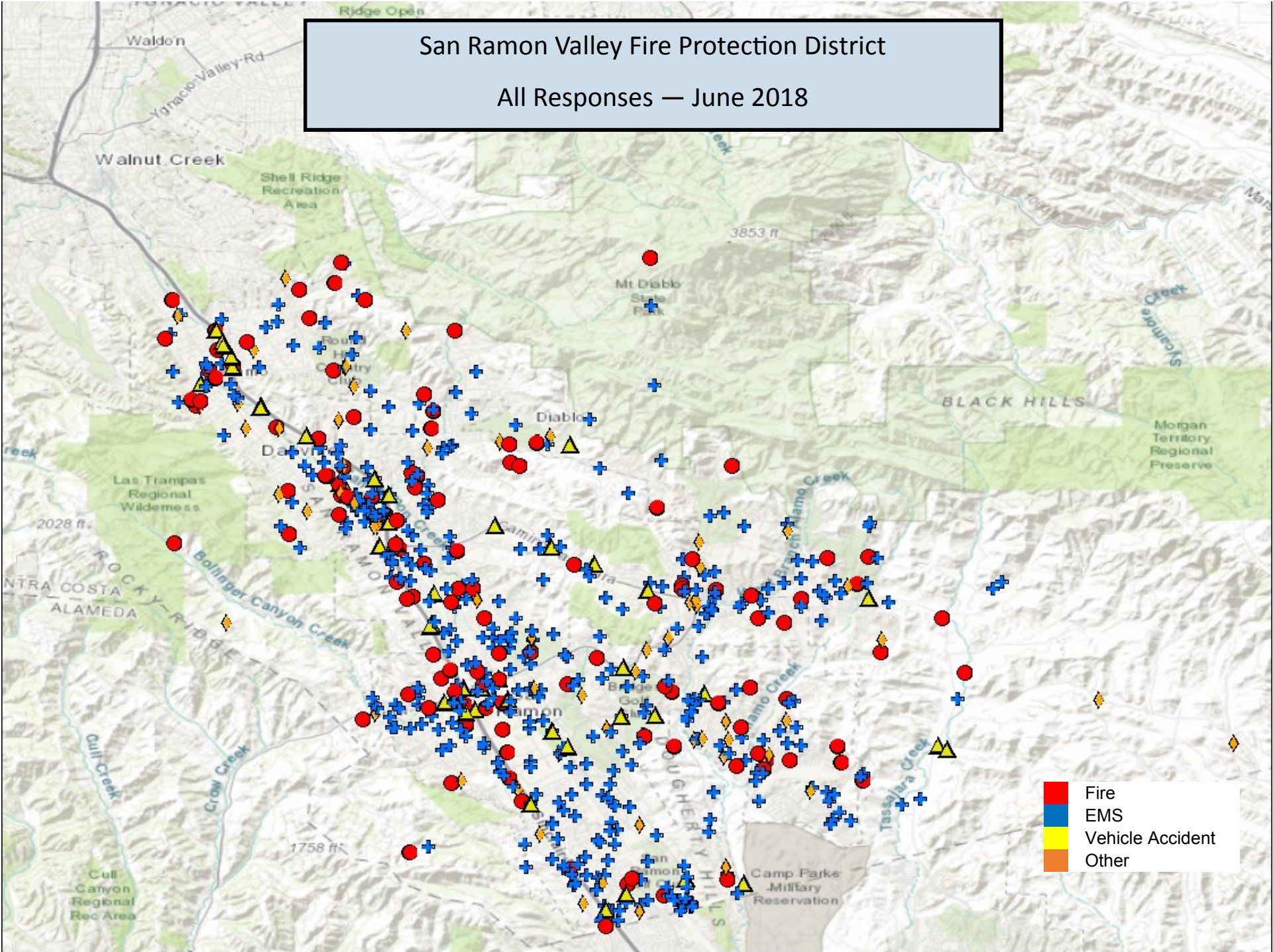
County Peer Support Meeting

Apparatus Committee Meeting

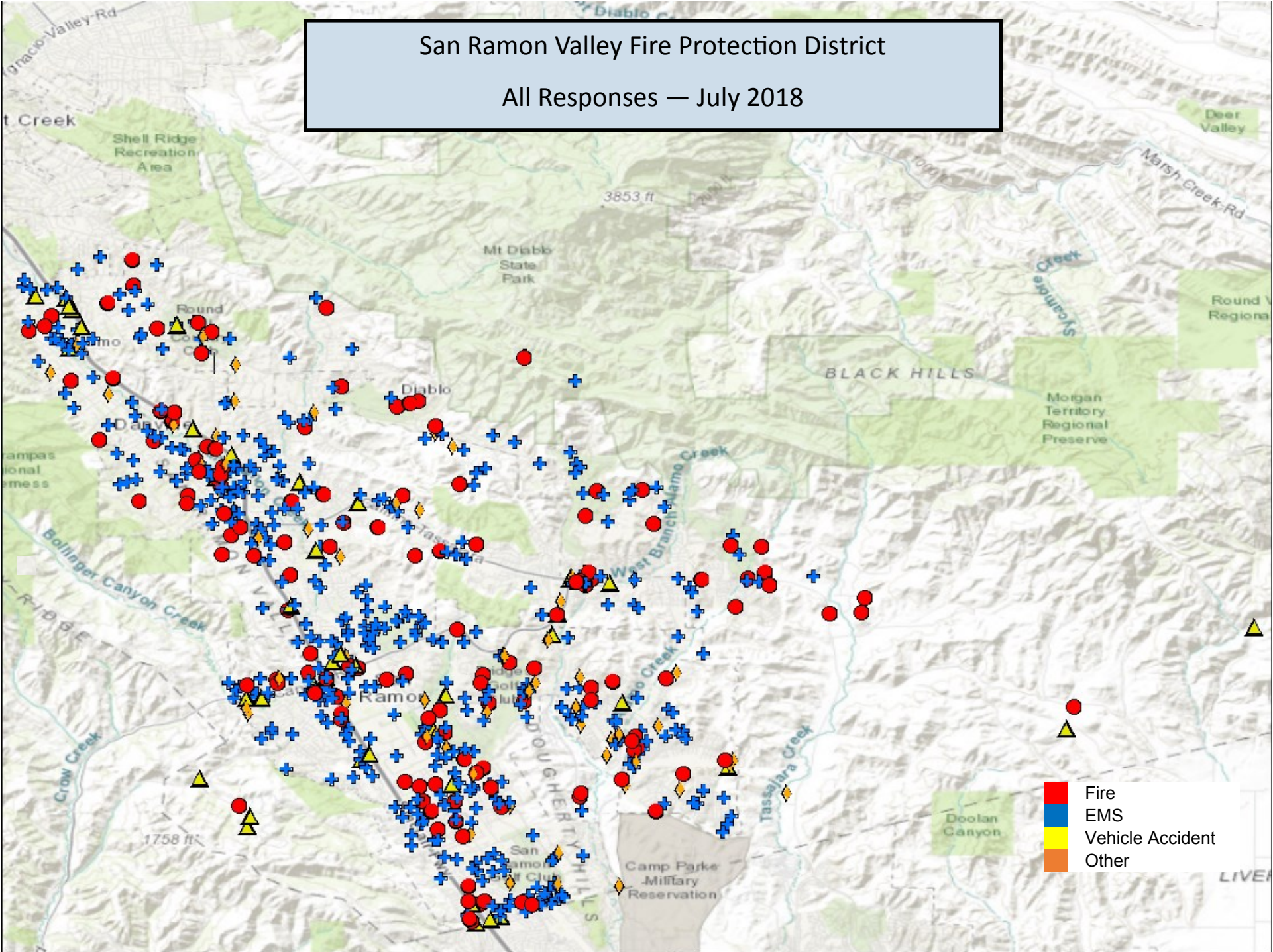
Danville Town Council Meeting

Coastal Regional Hazardous Materials Response Organization

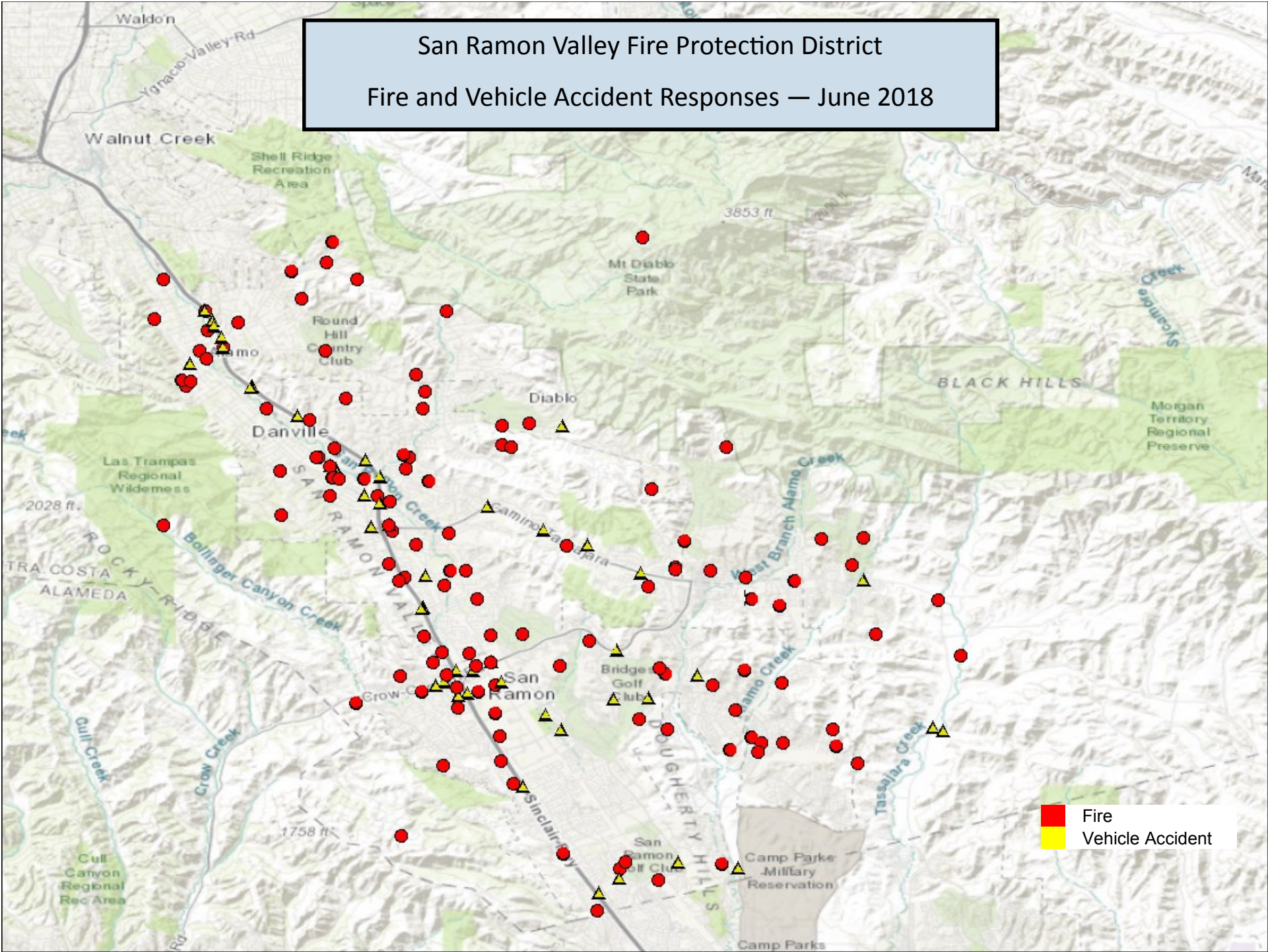
San Ramon Valley Fire Protection District
All Responses — June 2018



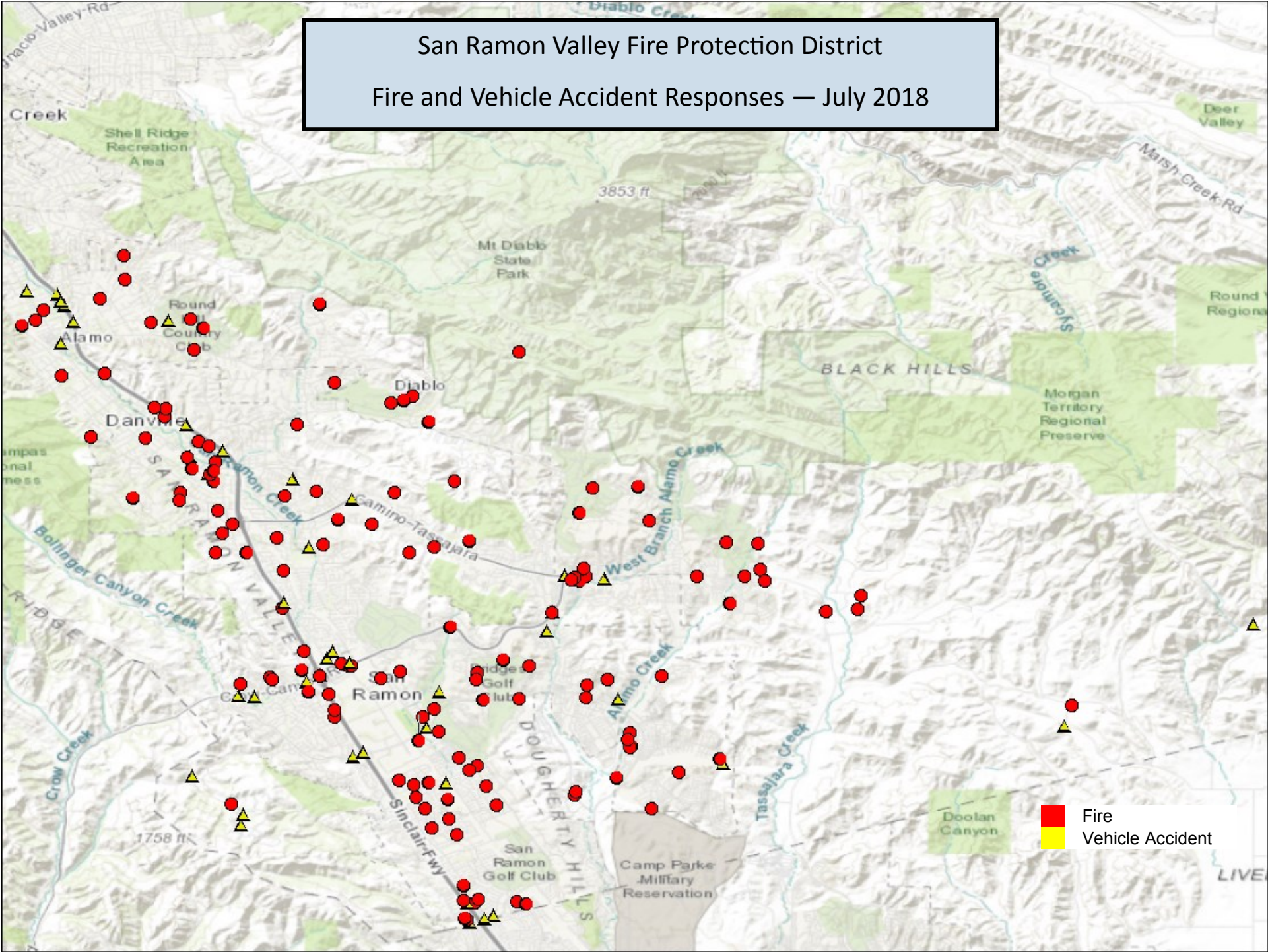
San Ramon Valley Fire Protection District
All Responses — July 2018



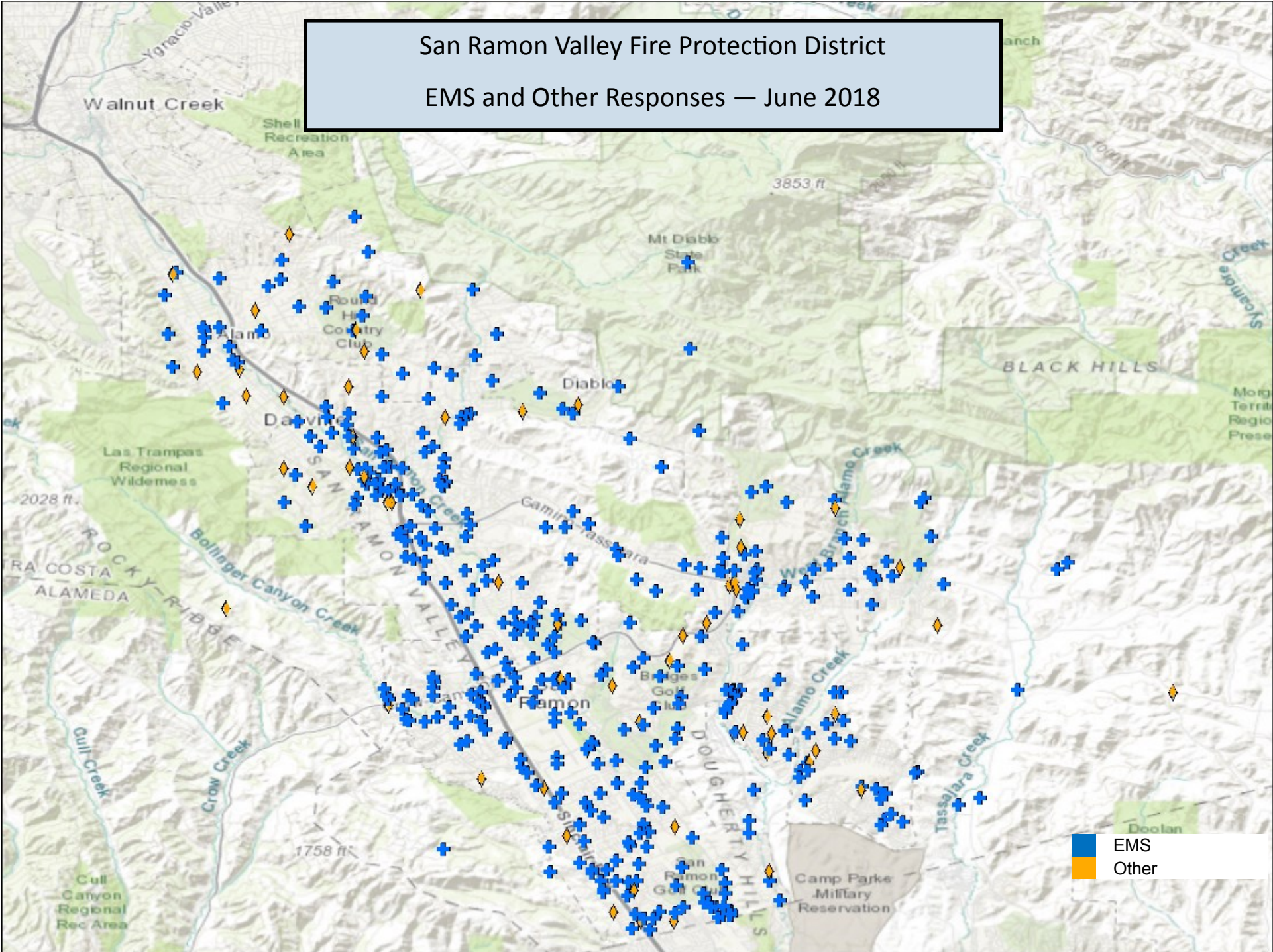
San Ramon Valley Fire Protection District
Fire and Vehicle Accident Responses — June 2018



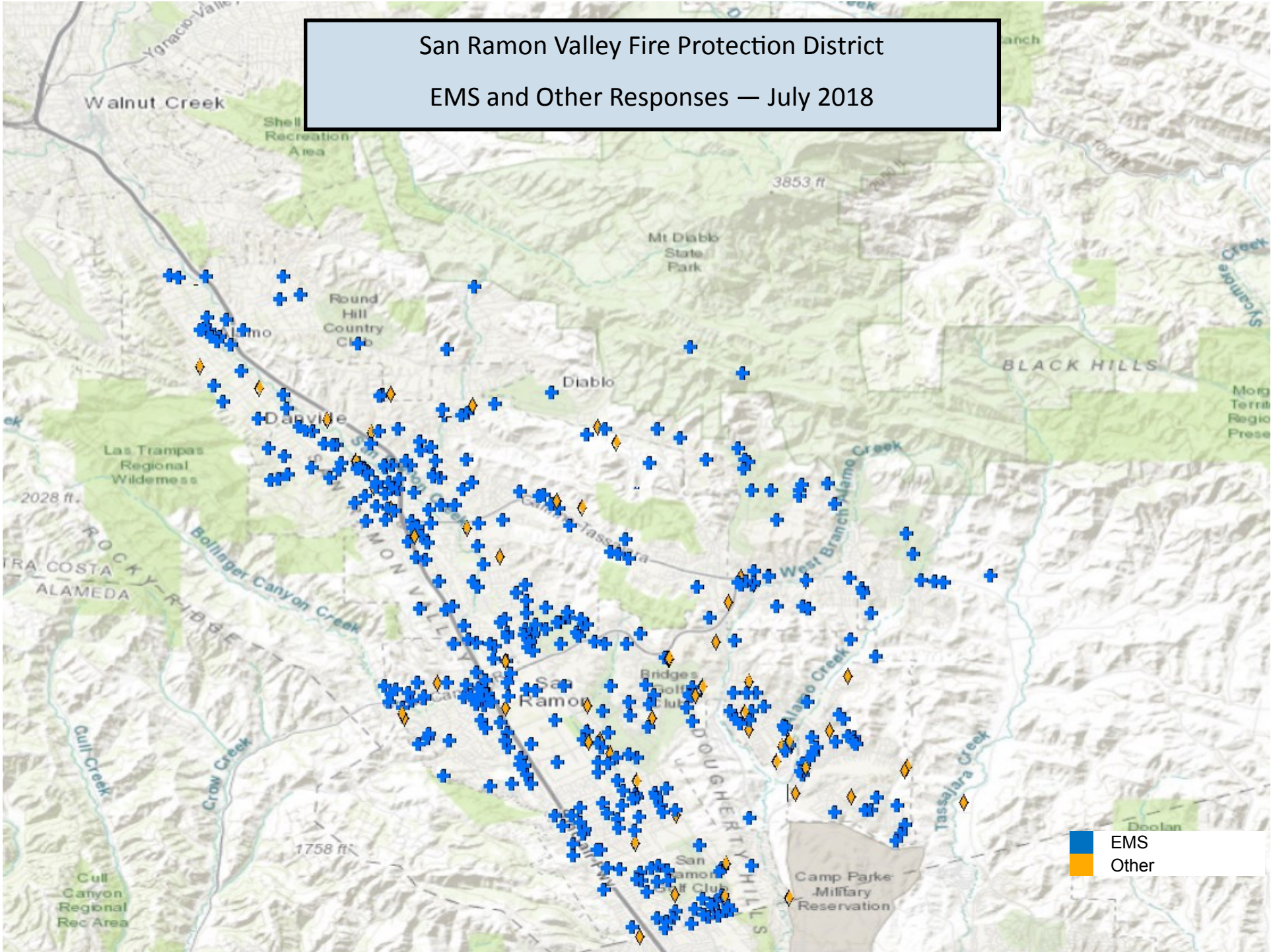
San Ramon Valley Fire Protection District
Fire and Vehicle Accident Responses — July 2018



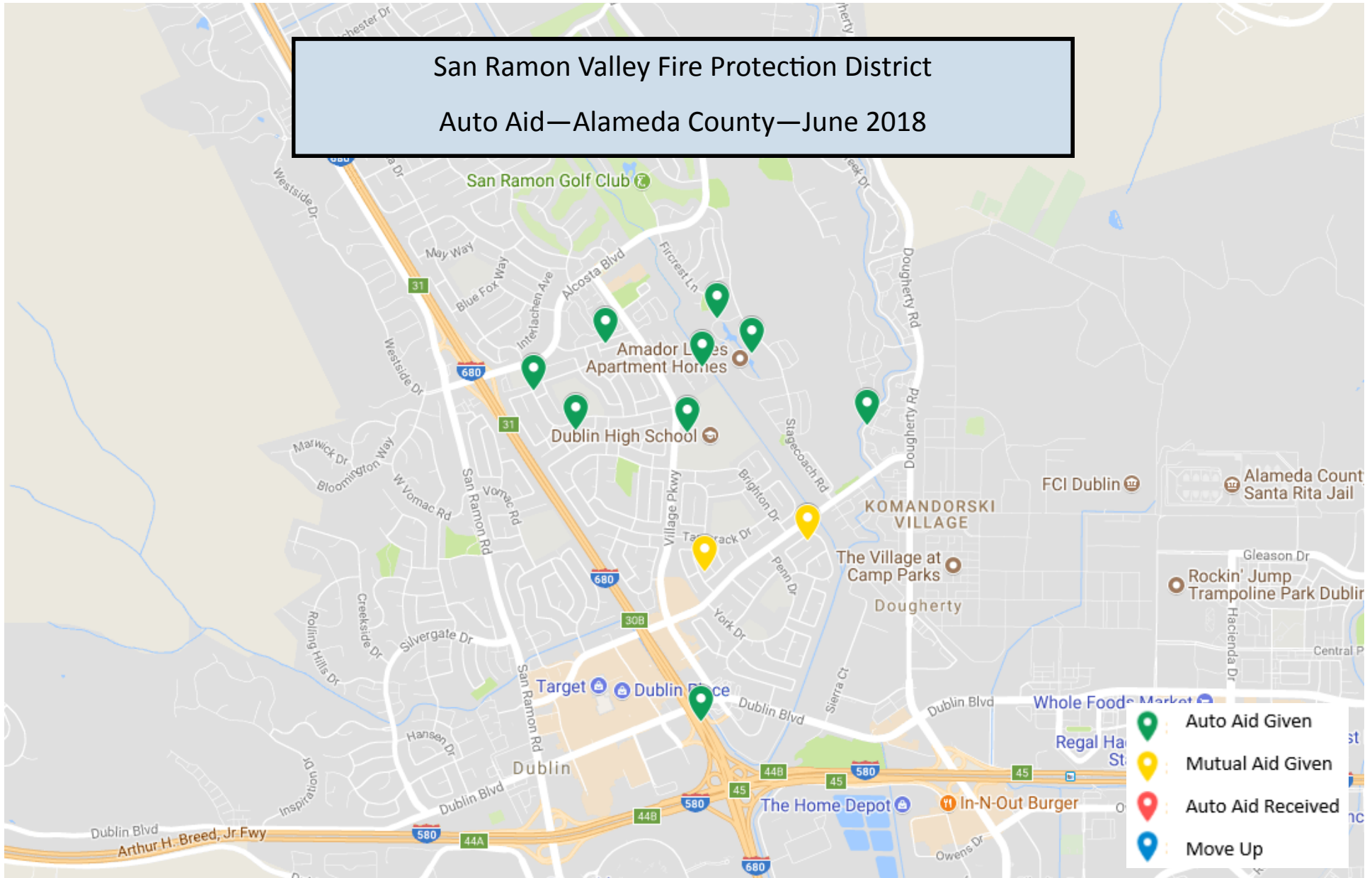
San Ramon Valley Fire Protection District
EMS and Other Responses — June 2018



San Ramon Valley Fire Protection District
EMS and Other Responses — July 2018



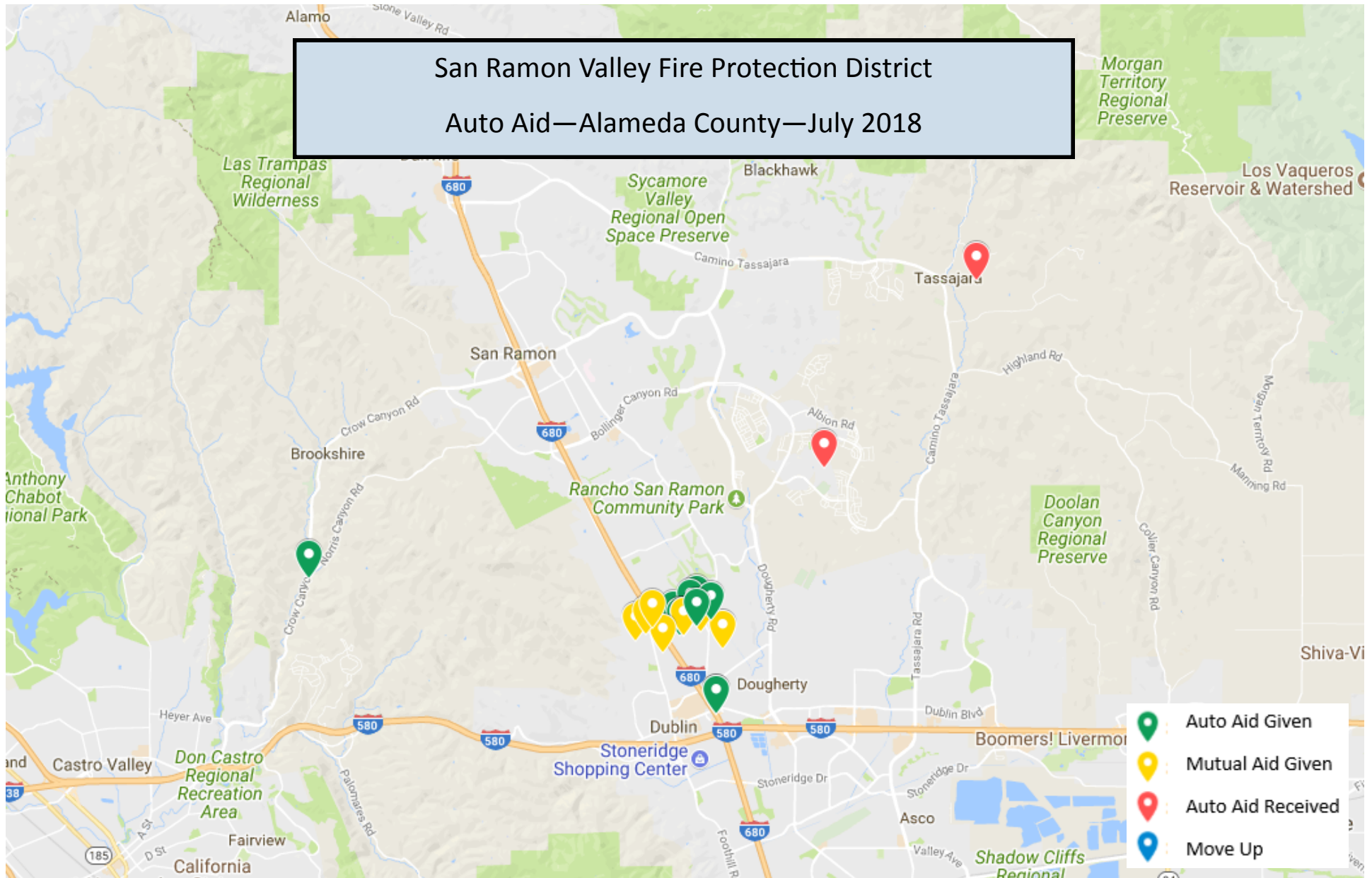
San Ramon Valley Fire Protection District
 Auto Aid—Alameda County—June 2018



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Auto Aid Given	8	16	7	11	17	10	11	10	13	11	14	9
Mutual Aid Given	13	9	10	9	5	4	3	10	2	4	6	2
Mutual Aid Received	1	1	0	2	0	0	1	0	0	0	1	0
Move-up	0	0	0	0	0	1	0	0	0	0	1	0

San Ramon Valley Fire Protection District

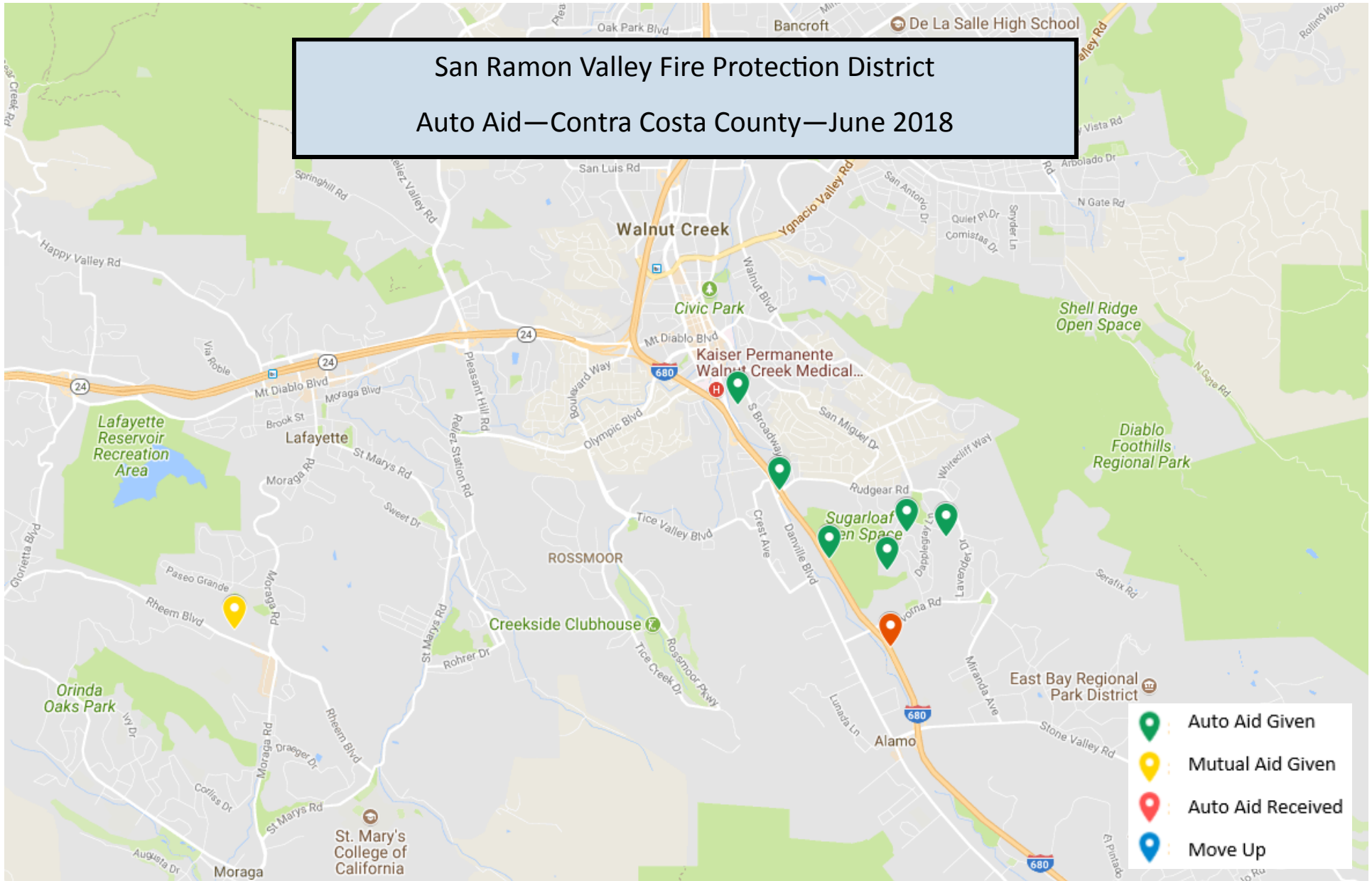
Auto Aid—Alameda County—July 2018



	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Auto Aid Given	16	7	11	17	10	11	10	13	11	14	9	10
Mutual Aid Given	9	10	9	5	4	3	10	2	4	6	2	7
Mutual Aid Received	1	0	2	0	0	1	0	0	0	1	0	2
Move-up	0	0	0	0	1	0	0	0	0	1	0	0

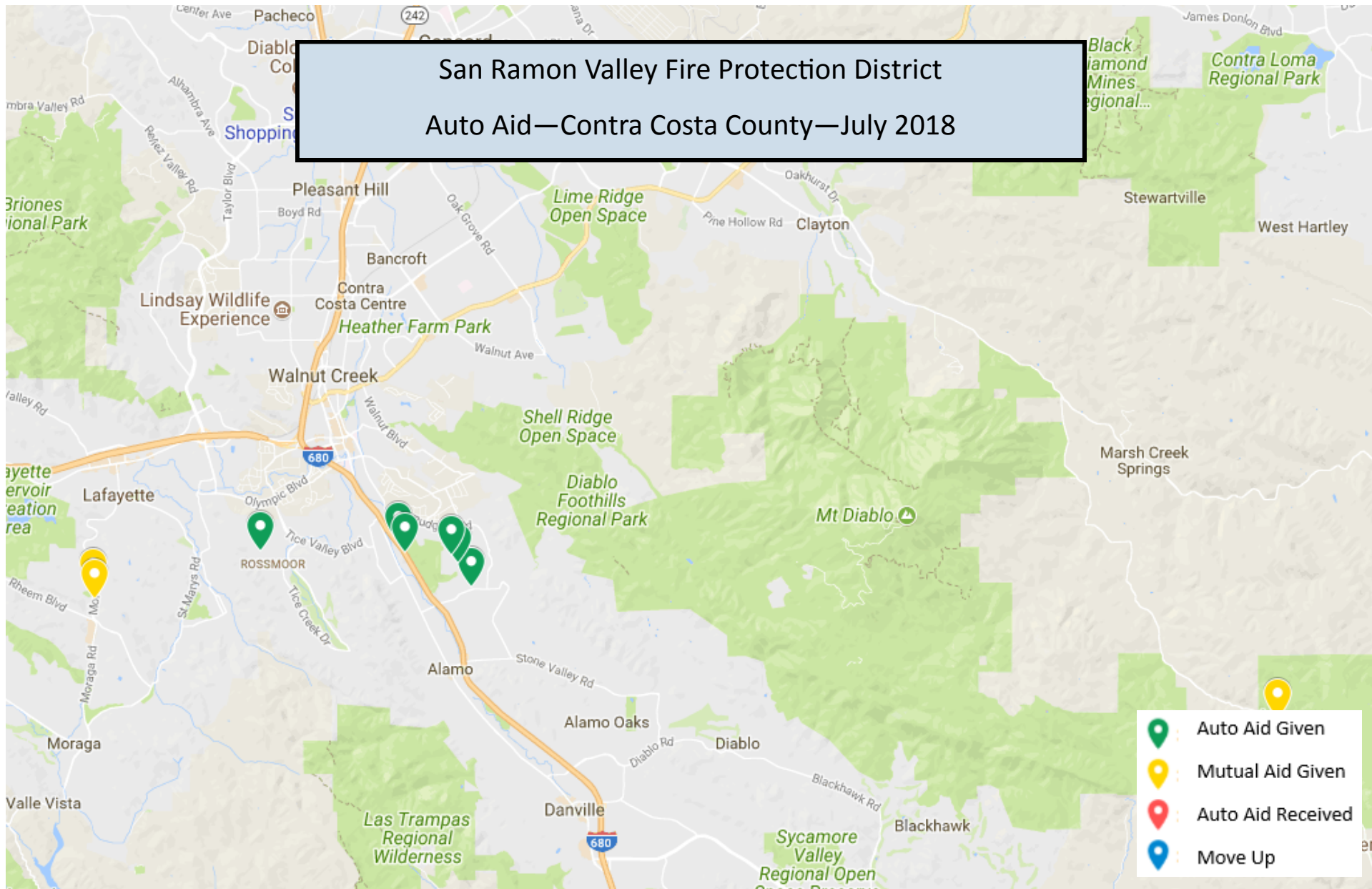
San Ramon Valley Fire Protection District

Auto Aid—Contra Costa County—June 2018



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Auto Aid Given	9	10	7	6	8	5	7	11	11	7	11	6
Mutual Aid Given	9	1	4	3	3	1	0	0	0	1	1	1
Auto Aid Received	2	1	1	4	1	1	0	0	1	0	1	1
Move-up	1	1	2	2	0	2	1	0	0	2	1	0

San Ramon Valley Fire Protection District Auto Aid—Contra Costa County—July 2018



	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Auto Aid Given	10	7	6	8	5	7	11	11	7	11	6	6
Mutual Aid Given	1	4	3	3	1	0	0	0	1	1	1	3
Auto Aid Received	1	1	4	1	1	0	0	1	0	1	1	0
Move-up	1	2	2	0	2	1	0	0	2	1	0	0

Standards of Cover Policy Compliance Report June 1, 2018 - June 30, 2018

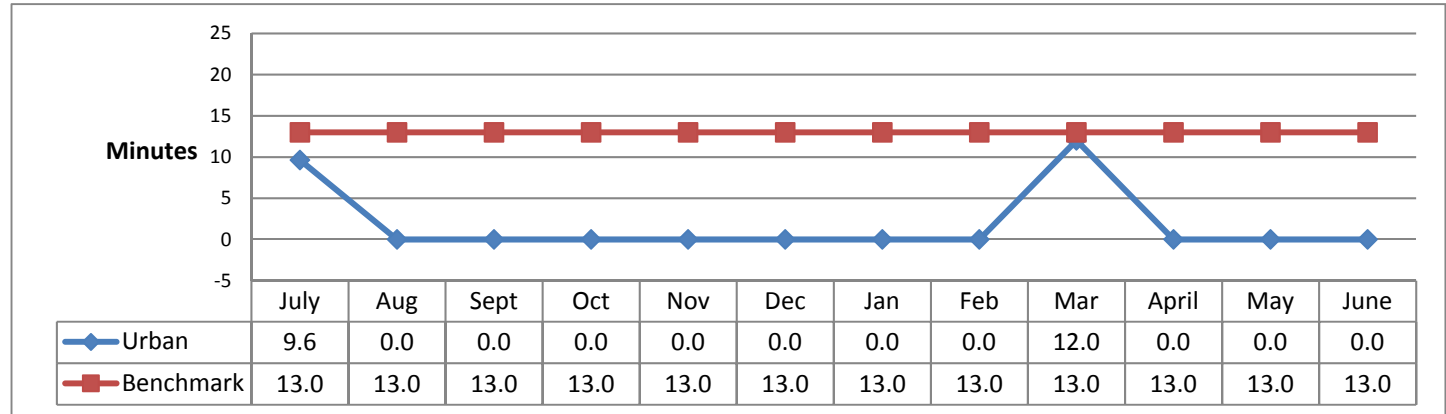
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 277)			Suburban (Count = 99)			Rural (Count = 4)			Wilderness (Count = 4)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:30	7:09	8:00	8:15	8:09	15:00	11:02	10:47	45:00	43:21	32:15
		95%	99%		97%	98%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	13:00	0:00	12:01	14:00	0:00	11:43	21:00	0:00	0:00	45:00	0:00	0:00
		0%	100%		0%	100%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 120)			Suburban (Count = 32)			Rural (Count = 1)			Wilderness (Count = 1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	9:00	10:06	9:22	10:00	10:10	10:04	21:00	8:14	20:48	45:00	30:06	30:06
		92%	97%		97%	99%		100%	100%		100%	100%

	SOC Goal 7								
	Call Processing EMS			Call Processing Fire/EMS			Turnout Time		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	1:00	1:04	1:01	1:00	1:57	1:17	2:00	2:04	1:55
		99%	99%		82%	94%		98%	100%

ERF Fire Response Urban



Goal 1

Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

Goal 2

Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

Goal 3

Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

Goal 4

Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

Goal 5

Hazardous Materials Response

Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the release of hazardous and toxic materials. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California OSHA First Responder Operations (FRO) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

Goal 6

Technical Rescue

Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California Rescue System 1 (RS1) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Rescue Team and/or other appropriate resources.

Goal 7

Call processing and turnout times

A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

Goal 8

Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time in urban areas and 7 minutes travel time in suburban areas, 90 percent of the time. For rural areas, excluding Mt. Diablo State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.

Standards of Cover Policy Compliance Report

July 1, 2018 - July 31, 2018

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 270)			Suburban (Count = 105)			Rural (Count = 2)			Wilderness (Count = 2)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:31	7:11	8:00	8:20	8:12	15:00	5:12	10:47	45:00	19:30	32:15
		92%	98%		93%	98%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 2)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	13:00	13:23	13:23	14:00	0:00	11:43	21:00	0:00	0:00	45:00	0:00	0:00
		50%	75%		0%	100%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 111)			Suburban (Count = 39)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	9:00	9:12	9:23	10:00	9:39	10:00	21:00	0:00	20:48	45:00	0:00	30:06
		96%	97%		100%	100%		0%	100%		0%	100%

	SOC Goal 7								
	Call Processing EMS			Call Processing Fire/EMS			Turnout Time		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	1:00	1:15	1:01	1:00	2:05	1:23	2:00	1:56	1:56
		97%	99%		80%	93%		100%	100%

ERF Fire Response Urban



Goal 1

Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

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Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

Goal 3

Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

Goal 4

Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

Goal 5

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Call processing and turnout times

A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

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EMS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: John Duggan, Battalion Chief
Subject: Monthly EMS Division Communications

EMS

- The District responded to approximately 1080 emergency medical incidents since the June Board of Directors Meeting. Six of these incidents were in response to patients who had experienced a cardiac arrest. Four of those incidents were in response to patients who had experienced a witnessed arrest, with bystander CPR having been performed. Three of those patients exhibited a return of spontaneous circulation (ROSC) in response to Advanced Life Support (ALS) interventions.

Ongoing Projects

- Delivered 2018-IA EMS Academy instruction to seven Recruit Firefighters
- Implemented enhanced security measures to Controlled Substance practices
- Initiated Provisional Assignments for seven 2018-IA Recruit Firefighters
- Formalized a one-year extension to the County Ambulance Service Agreement
- Began biennial American Heart Association CPR certification of District personnel
- Participated in local psychiatric patient assistance workshop
- Attended multiple meetings with local and state EMS stakeholder agencies
- Completed biennial ASHI Advanced First Aid certification of Station 37 personnel

LOGISTICS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Jim Selover, Interim Deputy Chief
Subject: Monthly Logistics Report for June/July 2018

Facilities

1. "Old" FS32: Continue soil testing based on direction from the San Francisco Bay Regional Water Quality Control Board's request for additional laboratory analysis. North side of the property specifically for a duration of one year.
2. Completed informal bid process for three Station Landscapes.
3. Initiated permit process for shared BC office/consolidating EMS offices project at Admin
4. Ongoing:
Conducted preventive maintenance and repairs to effectively manage costs and maintain service.

Fleet

1. Ambulance Final Inspection, Estimated delivery date is mid-September.
2. Finalized purchase of four Type 5 Engines.
3. Specification Overview/Modifications Completed for Type 1 Engines.
4. Ongoing:
 - a. Annual and quarterly inspections
 - b. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

Meetings

1. 06/05/2018- Ambulance Pre-Paint Inspection
2. 06/14/2018- Apparatus Committee Meeting
3. 06/14/2018- New Hire Interviews
4. 07/10//2018- Command Staff Meeting
5. 07/12/2018- California Task Force Four Meeting
6. 07/16/2018- "Station Check" Webinar
7. 07/23/2018- Anti Harassment Training
8. 07/26/2018- Walk through with architect, Station 31
9. 07/01/2018- Generator Test Admin
10. Various station visits to address Fleet and Facility issues and interface with personnel

FIRE & LIFE SAFETY



San Ramon Valley Fire Protection District

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Date: August 22, 2018
To: Board of Directors
From: Jim Selover, Interim Deputy Chief
Subject: Monthly Fire & Life Safety Division Report for June & July 2018

Inspections

Plan review and construction inspections continue to be a priority to support active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out re-inspections. The following inspections were accomplished year-to-date as of August 4, 2018:

NEW PROJECTS	473
PLAN REVIEWS SUBMITTED	853
PLAN REVIEWS COMPLETED	828
INSPECTIONS	823
PLAN REVIEW FEES	\$433,529.25

Year Review	<u>% of Year</u>	<u>% Complete</u>
Annual Compliance Inspections	58.3%	49.6%

Heart Safe Committee Activities

- 6/2 HeartSafe CPR/AED training Danville Farmers Market
- 6/14 HeartSafe CPR/AED training at Bishop Ranch Health Fair
- 6/20 HeartSafe CPR/AED training for Sons in Retirement at Bridges
- 7/18 2019 Teen Screening initial meeting with San Ramon Regional Medical Center
- July AB1719 preparations with SRVUSD

Residential Care Facility Work Group

- 7/10 RCF Working Group Training Workshop – 56 caregivers trained in Stroke Recognition, *What Happens When You Call 911*, body mechanics, and fire extinguisher usage.
- July Closed Caption grant project turned in to State OES and notified that the deliverable was met. (Residential Care Facility- Fire Safety Video)

Public Education

- 7/10 Fire Extinguisher Training – Residential Care Facility Workshop – 56 people Trained.

CERT/Emergency Preparedness Activities

- 6/3 CERT Refresher
- 6/4 CERT Meeting with Danville potential leadership
- 6/13 Personal Emergency Preparedness (PEP) class for Alamo Creek Homeowners
- 6/18 TAC meeting around Fair preparation
- 6/18 Personal Emergency Preparedness (PEP) class for Social Emotional Group
- 6/25 Personal Emergency Preparedness (PEP) class for Danville Mom’s Club
- 7/5 CERT UASI Green Command Exercise site visit
- 7/23 CERT UASI Green Command Exercise Comm. Unit meeting

Meetings

- 6/7 Meeting with Nick Rand for Earthquake Preparedness planning in Valley
- 6/15 PAC meeting
- 6/15 CERT Yellow Command Comm. Unit meeting
- 6/18 Attend SRV Prep Fair meeting
- 6/19 Meeting with Blackhawk HOA for CERT and emergency planning
- 6/21 CERT Meeting with Blackhawk HOA
- 6/21 Personal Emergency Preparedness (PEP) class for Vista Point Homeowners
- 7/1 Emergency Preparedness Fair Site meeting
- 7/30 Emergency Preparedness Fair Site meeting

Training

- 6/15 Conflagration webinar
- 6/19 New IT mobile platforms
- 6/28 Down Syndrome Danville – Access & Functional Needs presentation
- 7/12 Remembering When Fall Prevention – Danville Senior Center presentation
- 7/18 Earthquake AI Modeling Software indoctrination (OneConcern)

Weed Abatement

- 23,626 inspections completed – 100%
- Several follow-ups remain and complaints from neighbors continue

Upcoming Events

1. 8/7 FLSD Team meeting
2. 8/9 SF Bay Area Regional Workshop
3. 8/9 Active Shooter Drill- Del Amigo
4. 8/9 School District meeting
5. 8/14 Earthquake AI Modeling Software user training
6. 8/20 Emergency Preparedness Fair site meeting
7. 8/15 ECA Bay Area workshop
8. 8/17-8/18 CERT class

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FIRE PREVENTION DIVISION

MONTHLY PLAN REVIEW INTAKE REPORT

July 2018

PROJECT	PLAN REVIEW TYPE	SUBMITTAL	COMPLETED	FORMAT
316 Wingfield Ct Red Hawk Plan 3X Lot 4	Automatic fire-extinguishing systems	07/02/2018 09:52:42	07/02/2018 09:53:13	Digital
320 Wingfield Ct Red Hawk Plan 2 Lot 5	Automatic fire-extinguishing systems	07/02/2018 09:53:50	07/02/2018 09:54:29	Digital
315 Wingfield Ct Red Hawk Plan 3X Lot 9	Automatic fire-extinguishing systems	07/02/2018 09:55:04	07/02/2018 09:55:35	Digital
City Center Bishop Ranch - Athleta	Automatic fire-extinguishing systems	07/02/2018 12:00:00	07/06/2018 05:08:52	Digital
Chehrehgoshay Residence Remodel	Expedited Plan Review	07/02/2018 12:24:36	07/17/2018 10:56:31	Digital
WANDisco Suite 250	Construction, alteration, or renovation of a building	07/03/2018 12:00:00	07/24/2018 14:05:19	Digital
WANDisco Suite 250	Fire alarm and detection systems and related equipment	07/03/2018 12:00:00	07/24/2018 14:33:52	Digital
City Center Bishop Ranch - M & Trader	Automatic fire-extinguishing systems	07/03/2018 12:00:00	07/31/2018 09:19:56	Digital
City Center Bishop Ranch - Fieldwork Brewing	Construction, alteration, or renovation of a building	07/03/2018 12:00:00	07/06/2018 04:48:48	Digital
Archer Residence Parcel B	Automatic fire-extinguishing systems	07/03/2018 13:00:49	07/12/2018 15:58:27	Digital
City Center East Building @ 6000 Bollinger Canyon Rd	Fire alarm and detection systems and related equipment	07/03/2018 13:15:48	07/05/2018 15:45:34	Digital
City Center West Building @ 6000 Bollinger Canyon Rd	Fire alarm and detection systems and related equipment	07/03/2018 13:16:10	07/05/2018 15:54:17	Digital
City Center West Building Solar	Miscellaneous System Plans	07/03/2018 13:22:38	07/05/2018 15:58:16	Digital
City Center Bishop Ranch - Starbucks	Automatic fire-extinguishing systems	07/03/2018 14:17:00	07/06/2018 05:02:22	Digital
City Center Bishop Ranch - MIXT Greens	Construction, alteration, or renovation of a building	07/05/2018 05:44:42	07/06/2018 05:41:02	Digital
Galletly Residence	Automatic fire-extinguishing systems	07/05/2018 05:57:02		Digital
Foster Farms Suite 250	Construction, alteration, or renovation of a building	07/05/2018 15:08:07	07/24/2018 07:31:33	Digital
Foster Farms Suite 250	Fire alarm and detection systems and related equipment	07/05/2018 15:09:29	07/24/2018 07:53:51	Digital
Foster Farms Suite 250	Automatic fire-extinguishing systems	07/05/2018 15:10:07	07/24/2018 07:59:20	Digital
Vitale Residence	Automatic fire-extinguishing systems	07/05/2018 15:13:50		Digital
Basement Store Room TRCON - 150	Construction, alteration, or renovation of a building	07/05/2018 15:19:52	07/18/2018 15:59:31	Digital
Basement Store Room TRCON - 150	Automatic fire-extinguishing systems	07/05/2018 15:20:52	07/18/2018 16:00:49	Digital
Basement Store Room TRCON - 150	Fire alarm and detection systems and related equipment	07/05/2018 15:21:18	07/18/2018 16:08:24	Digital
Accessory Dwelling Unit	Construction, alteration, or renovation of a building	07/06/2018 10:55:15		Digital
WANDisco Suite 250	Automatic fire-extinguishing systems	07/06/2018 12:00:00	07/24/2018 14:37:53	Digital
2017 San Ramon Valley Boulevard Building 1	Fire alarm and detection systems and related equipment	07/06/2018 12:00:00		Paper
2017 San Ramon Valley Blvd Building 2	Fire alarm and detection systems and related equipment	07/06/2018 12:00:00		Paper
Huang Residence	Construction, alteration, or renovation of a building	07/06/2018 12:00:00		Paper
City Center Bishop Ranch - Roam Artisan Burgers	Construction, alteration, or renovation of a building	07/06/2018 12:00:00	07/18/2018 11:14:53	Digital
City Center Bishop Ranch - Mendocino Farms Sandwich Market	Construction, alteration, or renovation of a building	07/09/2018 12:00:00	07/18/2018 12:52:50	Digital
Blackhawk Plastic Surgery Suite Expansion	Construction, alteration, or renovation of a building	07/09/2018 12:00:00	07/26/2018 12:19:43	Digital
City Center Bishop Ranch - Fieldwork Brewing	Automatic fire-extinguishing systems	07/09/2018 12:00:00	07/18/2018 13:52:21	Digital
Gates Residence 1103 Danville Blvd	Construction, alteration, or renovation of a building	07/09/2018 12:00:00		Digital
Archer Residence Parcel B	Expedited Plan Review	07/10/2018 15:44:18	07/12/2018 16:02:49	Digital
James Giblin DDS Suite 202	Automatic fire-extinguishing systems	07/11/2018 12:00:00	07/24/2018 09:09:22	Digital
Enterprise TI	Construction, alteration, or renovation of a building	07/11/2018 12:00:00		Digital
Bishops Cut & Color	Automatic fire-extinguishing systems	07/11/2018 15:18:59	07/10/2018 14:38:58	OTC Paper
Basement Engineering Office TI	Fire alarm and detection systems and related equipment	07/12/2018 12:00:00	07/24/2018 14:44:32	Digital
E.J. Phair Pub and Restaurant	Construction, alteration, or renovation of a building	07/13/2018 14:21:50	07/17/2018 15:47:24	Paper
Great Clips 3478 Camino Tassajara Suite B	Automatic fire-extinguishing systems	07/13/2018 16:27:27	07/17/2018 13:38:03	OTC Digital
1043 Rosamund Drive Alita Plan Lot 12	Automatic fire-extinguishing systems	07/16/2018 13:27:27	07/16/2018 13:28:26	Digital
1039 Rosamund Drive Alita Plan Lot 11	Automatic fire-extinguishing systems	07/16/2018 13:29:29	07/16/2018 13:30:10	Digital
226 Sandcherry Court Carmela Plan Lot 55	Automatic fire-extinguishing systems	07/16/2018 13:31:21	07/16/2018 13:31:53	Digital

209 Sandcherry Court Carmela Plan Lot 51	Automatic fire-extinguishing systems	07/16/2018 13:32:55	07/16/2018 13:33:20	Digital
5148 Rowan Drive Posante Plan 3X Lot 33	Automatic fire-extinguishing systems	07/16/2018 14:32:11	07/16/2018 14:32:43	Digital
5150 Rowan Drive Posante Plan 1 Lot 34	Automatic fire-extinguishing systems	07/16/2018 14:33:40	07/16/2018 14:34:13	Digital
5154 Rowan Drive Posante Plan 1 Lot 38	Automatic fire-extinguishing systems	07/16/2018 14:35:02	07/16/2018 14:35:30	Digital
5156 Rowan Drive Posante Plan 3 Lot 39	Automatic fire-extinguishing systems	07/16/2018 14:36:13	07/16/2018 14:36:37	Digital
5158 Rowan Drive Posante Plan 3X Lot 40	Automatic fire-extinguishing systems	07/16/2018 14:37:25	07/16/2018 14:37:50	Digital
5152 Rowan Drive Posante Plan 3 Lot 35	Automatic fire-extinguishing systems	07/16/2018 14:42:00	07/16/2018 14:42:27	Digital
5043 Ivyleaf Springs Road Posante Plan 5X Lot 36	Automatic fire-extinguishing systems	07/16/2018 14:43:12	07/16/2018 14:43:41	Digital
5047 Ivyleaf Springs Road Posante Plan 5X Lot 37	Automatic fire-extinguishing systems	07/16/2018 14:44:24	07/16/2018 14:44:50	Digital
Barbara Milner Residence	Construction, alteration, or renovation of a building	07/16/2018 15:15:20		Digital
Blackhawk Plastic Surgery Suite Expansion	Automatic fire-extinguishing systems	07/16/2018 15:28:42		Digital
City Center West Building Solar	Miscellaneous System Plans	07/17/2018 07:14:59	07/17/2018 07:40:42	Digital
The Lash Lounge	Construction, alteration, or renovation of a building	07/17/2018 08:20:42	07/17/2018 09:57:18	OTC Digital
E.J. Phair Pub and Restaurant	Expedited Plan Review	07/17/2018 13:35:39	07/17/2018 15:47:03	Paper
1091 Trumpet Vine Lane Serena Plan1 Lot 11	Automatic fire-extinguishing systems	07/17/2018 16:03:26	07/17/2018 16:05:17	Paper
1095 Trumpet Vine Lane Serena PPlan 2 Lot 10	Automatic fire-extinguishing systems	07/17/2018 16:07:19	07/17/2018 16:08:38	Paper
The Lash Lounge	Automatic fire-extinguishing systems	07/18/2018 07:12:09	07/19/2018 11:22:28	OTC Digital
Penkower Residence	Automatic fire-extinguishing systems	07/18/2018 07:14:18		Digital
Summit Senior Living	Automatic fire-extinguishing systems	07/18/2018 07:16:21	07/26/2018 16:59:47	Digital
The Danville Group Suite 150	After hours inspection	07/18/2018 09:52:27	07/19/2018 16:24:37	Digital
Blackhawk Plastic Surgery Suite Expansion	Compressed Gases	07/18/2018 14:32:50		Paper
ULTA Beauty Shell Building	Private fire hydrants and fire protection water supplies	07/18/2018 14:40:07	07/20/2018 17:27:58	Paper
Alamo Glen Lot B	Construction, alteration, or renovation of a building	07/18/2018 14:45:44		Digital
City Center Bishop Ranch - Fieldwork Brewing	Automatic fire-extinguishing systems	07/18/2018 15:12:25	07/18/2018 15:12:52	Digital
Summit Senior Living	Construction, alteration, or renovation of a building	07/19/2018 07:14:22	07/26/2018 17:05:17	Digital
Fire Alarm Phase 2	Expedited Plan Review	07/19/2018 08:48:39	07/19/2018 17:07:50	Digital
Milestone Holdings Office Expansion Suite 207	Fire alarm and detection systems and related equipment	07/19/2018 12:41:55		Paper
ULTA Beauty Shell Building	Expedited Plan Review	07/19/2018 15:04:59	07/20/2018 07:36:51	Paper
City Center Bishop Ranch - Athleta	Additional Plan Review	07/19/2018 17:33:48	07/19/2018 17:34:26	Digital
City Center Bishop Ranch - Pottery Barn	Automatic fire-extinguishing systems	07/20/2018 12:00:00	07/24/2018 15:25:15	Digital
PV system install	Miscellaneous System Plans	07/20/2018 15:10:57	07/20/2018 15:11:08	Paper
222 Sandcherry Court Carmela Plan 3 Lot 56	Automatic fire-extinguishing systems	07/23/2018 16:17:06	07/23/2018 16:17:40	Digital
206 Sandcherry Court Carmela Plan 3 Lot 60	Automatic fire-extinguishing systems	07/23/2018 16:19:30	07/23/2018 16:20:10	Digital
2016 Elderberry Drive Carmela Plan 2 Lot 73	Automatic fire-extinguishing systems	07/23/2018 16:21:19	07/23/2018 16:22:04	Digital
5029 Kerry Hill Street Ashbury Plan 3B Lot 572	Automatic fire-extinguishing systems	07/23/2018 16:23:06	07/23/2018 16:23:37	Digital
1031 Rosamund Drive Alita Plan 1 Lot 9	Automatic fire-extinguishing systems	07/23/2018 16:24:43	07/23/2018 16:25:20	Digital
1035 Rosamund Drive Alita Plan 1 Lot 10	Automatic fire-extinguishing systems	07/23/2018 16:26:13	07/23/2018 16:26:44	Digital
Clemente Residence	Automatic fire-extinguishing systems	07/23/2018 16:36:19		Digital
201 Via Encanto Foothill Plan 2 Lot 122	Automatic fire-extinguishing systems	07/23/2018 16:41:18	07/23/2018 16:42:22	Digital
211 Via Encanto Foothill Plan 1 Lot 124	Automatic fire-extinguishing systems	07/23/2018 16:44:51	08/23/2018 16:45:21	Digital
215 Via Encanto Foothill Plan 2 Lot 125	Automatic fire-extinguishing systems	07/23/2018 16:46:28	07/23/2018 16:46:58	Digital
Solo Vida	Automatic fire-extinguishing systems	07/23/2018 16:52:34		Digital
Crow Canyon Commons Suite M009 D	Automatic fire-extinguishing systems	07/23/2018 16:55:15		Digital
Grant Residence - Addition & Remodel	Construction, alteration, or renovation of a building	07/23/2018 16:59:54	07/24/2018 13:52:21	Digital
Classroom 118 Office Remodel	Construction, alteration, or renovation of a building	07/24/2018 09:26:54	07/24/2018 09:28:18	OTC Paper
City Center Bishop Ranch - Vanilla Box 1510	Fire alarm and detection systems and related equipment	07/24/2018 11:12:41		Digital
City Center Bishop Ranch - Vanilla Box 1502	Fire alarm and detection systems and related equipment	07/24/2018 11:14:42		Digital
City Center Bishop Ranch - Vanilla Box 1501	Fire alarm and detection systems and related equipment	07/24/2018 11:16:25		Digital
City Center Bishop Ranch - Vanilla Box 1215	Fire alarm and detection systems and related equipment	07/24/2018 11:17:43		Digital

City Center Bishop Ranch - Vanilla Box 1104	Fire alarm and detection systems and related equipment	07/24/2018 11:19:17		Digital
City Center Bishop Ranch - Vanilla Box 1103	Fire alarm and detection systems and related equipment	07/24/2018 11:20:48		Digital
City Center Bishop Ranch - Starbucks	Fire alarm and detection systems and related equipment	07/24/2018 11:21:55	07/27/2018 21:09:27	Digital
City Center Bishop Ranch - The Slanted Door	Fire alarm and detection systems and related equipment	07/24/2018 11:24:11	07/27/2018 21:21:20	Digital
Residential Solar	Miscellaneous System Plans	07/24/2018 11:32:30	07/24/2018 11:34:59	OTC Paper
Dental & Medical Counsel Suite 335/340	Automatic fire-extinguishing systems	07/24/2018 11:58:50	07/24/2018 12:00:39	Digital
Grant Residence - Addition & Remodel	Expedited Plan Review	07/24/2018 12:43:13	07/24/2018 13:52:08	Digital
City Center Bishop Ranch - Boba Guys	Fire alarm and detection systems and related equipment	07/24/2018 14:51:39	07/27/2018 21:39:13	Digital
City Center Bishop Ranch - West Elm	Automatic fire-extinguishing systems	07/24/2018 14:53:37	07/24/2018 15:31:52	Digital
Improve Access to Cell Tower Site	Fire apparatus access, site improvements and related equipment	07/24/2018 15:01:44		Digital
Sherman Williams Building 2	Automatic fire-extinguishing systems	07/25/2018 16:31:50		Paper
Planning AR 18-200-038 DP 18-300-002 LUP 18-500-002	Planning and site development review	07/26/2018 16:52:56		Digital
City Center Bishop Ranch - C Casa	Construction, alteration, or renovation of a building	07/26/2018 17:13:16	07/27/2018 20:25:11	Digital
David Jaber Residential Remodel	Construction, alteration, or renovation of a building	07/26/2018 17:19:46		Digital
Christ Community Church of the Nazarene-Sanctuary	Fire alarm and detection systems and related equipment	07/27/2018 19:46:48		Digital
Lynch Residence Addition/Alteration	Construction, alteration, or renovation of a building	07/27/2018 19:51:32	07/27/2018 20:08:41	Digital
New Residential Home	Automatic fire-extinguishing systems	07/27/2018 19:57:16		Digital
Water Tank Replacement, Las Trampas Regional Wilderness	Private fire hydrants and fire protection water supplies	07/27/2018 20:00:02		OTC Paper
City Center Bishop Ranch - M & Trader	Construction, alteration, or renovation of a building	07/30/2018 08:34:51	07/31/2018 08:39:51	Digital
5037 Kerry Hill Street Ashbury Plan 1 Lot 570	Automatic fire-extinguishing systems	07/31/2018 07:49:53	07/31/2018 07:50:26	Digital
5033 Kerry Hill Street Ashbury Plan 1 Lot 571	Automatic fire-extinguishing systems	07/31/2018 07:51:26	07/31/2018 07:52:01	Digital
Alexan Riverwalk	Construction, alteration, or renovation of a building	07/31/2018 10:01:49		Digital
Alexan Riverwalk	Automatic fire-extinguishing systems	07/31/2018 10:16:07		Digital
Archer Residence Parcel B	Private fire hydrants and fire protection water supplies	07/31/2018 11:17:47		Digital
Dental Force Suite 455	After hours inspection	07/31/2018 11:23:29		Digital
City Center Bishop Ranch - The Lot	Automatic fire-extinguishing systems	07/31/2018 14:05:11		Digital
Proffitt Residence	Construction, alteration, or renovation of a building	07/31/2018 14:42:44		Paper
City Center Bishop Ranch - The Slanted Door	Fire alarm and detection systems and related equipment	07/31/2018 15:11:54		Digital
City Center Bishop Ranch - Starbucks	Fire alarm and detection systems and related equipment	07/31/2018 15:13:33		Digital
City Center Bishop Ranch - Athleta	Fire alarm and detection systems and related equipment	07/31/2018 15:14:40		Digital
City Center Bishop Ranch - Boba Guys	Fire alarm and detection systems and related equipment	07/31/2018 15:16:57		Digital
Rhodes Residence	Miscellaneous System Plans	07/31/2018 15:32:56	07/31/2018 15:39:43	OTC Paper

SAN RAMON VALLEY FIRE PROTECTION DISTRICT													
FIRE PREVENTION DIVISION													
MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT													
July 2018													

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CODE COMPLIANCE													
INSPECTIONS	183	148	114	183	153	82	94	0	0	0	0	0	957
REINSPECTIONS	152	169	137	95	169	185	165	0	0	0	0	0	1072
TOTAL *	335	317	251	278	322	267	259	0	0	0	0	0	2029

OCCUPANCY PERMITS	53	62	63	78	94	73	53	0	0	0	0	0	476
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ANNUAL INSPECTION PROGRAM													
TOTAL INSPECTABLE OCCS	1463	1463	1463	1463	1463	1463	1463	1463	1463	1463	1463	1463	1463
TOTAL STARTED YTD †	173	135	97	171	143	74	89	0	0	0	0	0	882
% STARTED YTD	11.83%	9.23%	6.63%	11.69%	9.77%	5.06%	6.08%	0.00%	0.00%	0.00%	0.00%	0.00%	60.29%
TOTAL COMPLETED YTD ‡	108	130	95	99	98	100	90	0	0	0	0	0	720
% COMPLETED YTD	7.38%	8.89%	6.49%	6.77%	6.70%	6.84%	6.15%	0.00%	0.00%	0.00%	0.00%	0.00%	49.21%

CONSTRUCTION													
NEW PROJECTS	40	72	94	64	70	82	49	0	0	0	0	0	471
PLAN REVIEWS SUBMITTED	80	104	161	113	114	148	124	0	0	0	0	0	844
PLAN REVIEWS COMPLETED	83	85	171	123	108	138	109	0	0	0	0	0	817
INSPECTIONS	73	92	81	95	131	111	148	0	0	0	0	0	731

* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.

† Includes occupancies within annual inspection program that have had the initial inspection completed.

‡ Includes occupancies within annual inspection program that are in compliance and have no outstanding corrections needed.

COMMUNICATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Denise Pangelinan, Director of Emergency Communications
Subject: Monthly Communications Division Report for June and July 2018

Communications Center

- Dispatch Recruit Training
- Communications Overview San Ramon Police Recruit
- Residential Care Facility Presentation

Technology Systems

- Completed Upgrade on Fire Station 31 apparatus speakers
- Initiated portable radio programming with 2018 regional updates
- Fire and Life Safety tablets programmed and distributed
- Structural analysis of Fire Station 31 radio tower
- Added State Responsibility Areas (SRA) as a reference layer to Mobile Data Computers
- Created new police department beat maps for 4.5 and 6 beat patterns

Training

- Esri User Conference – GIS Analyst
- Emergency Medical Dispatch Training – Dispatch Recruits
- Anti-Harassment Training

Meetings

- Emergency Medical Care Committee
- Medical Dispatch Review Committee
- Fire Dispatch Review Committee
- TAC Committee
- CrewSense Scheduling Software Project Planning

Communications Reserves

- Assisted with the portable radio programming
- Monthly Meeting Drills

HUMAN RESOURCES



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Natalie Korthamar Wong, Director of Human Resources
Re: Monthly Human Resources Report for June and July 2018

June and July 2018

Recruitment:

- ❖ On-boarded 2 Public Safety Dispatchers and a GIS Analyst
- ❖ Coordinated interviews for the Firefighter Paramedics and Firefighter Reserve program, provided conditional offers, coordinated background checks and provided final offers

Additional Accomplishments:

- ❖ In coordination with Finance, implemented all of the approved budget and salary changes
- ❖ Coordinated District-wide, in-person, anti-harassment training (more information below)
- ❖ Processed 2 retirements
- ❖ HR staff attended a workers' compensation training
- ❖ Implemented new procedures with ICS, the District's third-party workers' compensation administrator, in order to increase efficiency of workers' compensation payments
- ❖ Met new ICS claims examiner who is working with the District
- ❖ Met with representatives from the District's peer support group

Report:

- Employee Illness/Injury Report – June and July 2018



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

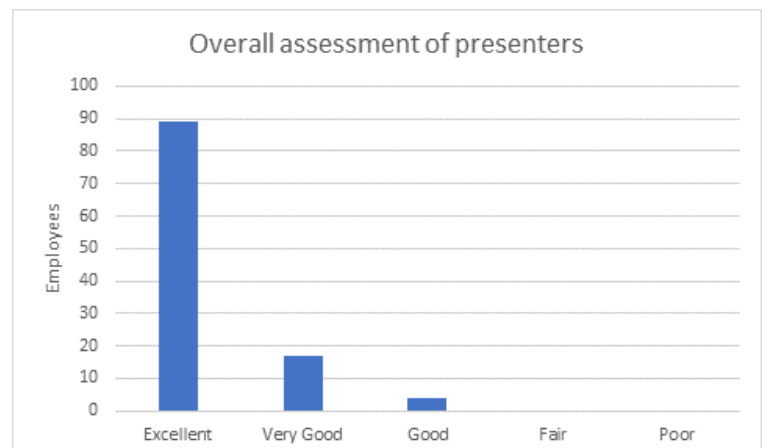
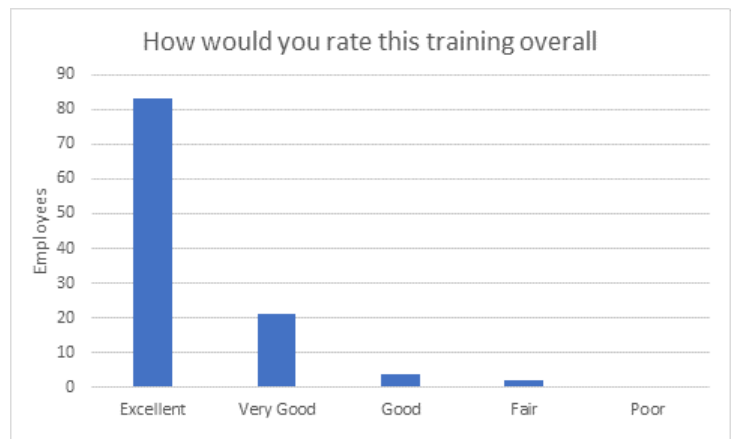
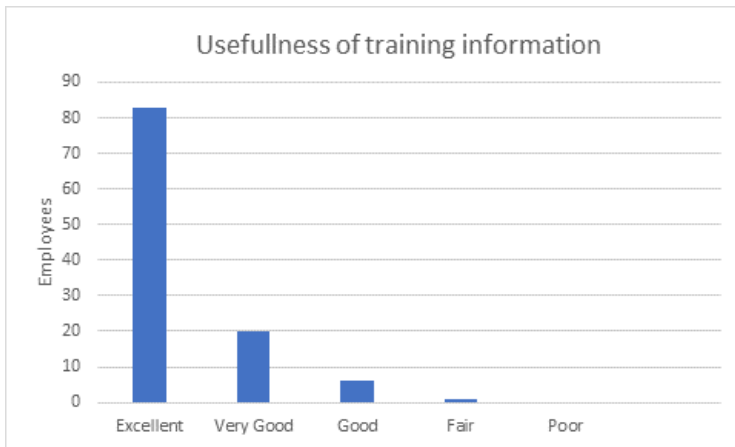
www.firedepartment.org | info@firedepartment.org

In-Person Anti-Harassment Training 2018

In June and July 2018, the District provided in-person, anti-harassment training to 143 District employees. The in-person training was offered as an alternative to computer-based training so that our employees would have the opportunity to receive training that was relevant to the fire service, interact with each other at the training, and ask questions to the instructor. The training received positive reviews and remarks from the employees who attended.

What part of the seminar did you find most helpful? *A few highlights:*

- Specific fire service examples
- Non-computer based
- Examples, real life situations made it very relatable
- Good information that actually relates to our job
- Actually thought it could go longer, I enjoyed the program
- Excellent training



**Employee Illness/Injury Report
June and July 2018**

Reportable Injuries

Indemnity (Lost Time)

July 8, 2018 DOI= 7/8/18- While a Captain was fighting a fire, he suffered dehydration and smoke inhalation. *Status:* Was taken off work June 8th and returned to full duty on June 10th.

July 30, 2018 DOI=6/15/18 -A Captain was lifting equipment and felt a pull which continued to cause him pain. *Status:* Was taken off work June 30th and remains off work.

Medical Only (No Lost Time)

N/A

As of June 30, 2018, there were six (6) employees absent from their regular work assignment. Total lost time due to injuries for the month of June equaled 154 calendar days/55 shifts.

As of July 31, 2018, there were six (6) employees absent from their regular work assignment. Total lost time due to injuries for the month of July equaled 143 calendar days/47 shifts.

FINANCE



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: August 22, 2018
To: Board of Directors
From: Ken Campo, Financial Consultant
Davina Hatfield, Controller
Re: Monthly Financial Report for July 2018

Financials:

- Balance Sheet – As of July 31, 2018
- Revenues: Budget v. Actual thru July 2018 (All Funds)
- General Fund Expenditures: Budget v. Actual through July 2018
- Capital, Debt Service, SRVF Community Fund Expenditures: Budget v. Actual through July 2018
- Monthly General Fund Revenue/Expense History (2014/15-2018/19)
- Monthly Overtime Analysis: July 2018

Meetings/Activities:

- In conjunction with Human Resources, implementation of Retroactive pay for certain classifications as agreed to in the LOU with Local 3546.
- Implementation of July 1 CCCERA rate changes.
- Calculated and submitted SRVFD Employer pension contribution to CCCERA.
- Preparing for Year End close and Financial Statement Audit.
- Working with the California Department of Health Care Services as they are conducting GEMT audits for fiscal years 2014, 2015 and 2016.
- Provided ongoing assistance to the Fire Chief regarding labor negotiations.
- Meeting with Client Liaison at Wittman Enterprises to review monthly reports, collections and fees.

San Ramon Valley Fire Protection District

Combined Balance Sheet

July 31, 2018

	GOVERNMENTAL FUND TYPES					AGENCY	ACCOUNT GROUPS			Totals (Memo Only)
	General	Budget	Debt	Capital	Special	CERT	General	General		
	Fund - 100	Stabilization - 110	Fund - 200	Projects Fund - 300	Special Revenue Fund - 400	PROGRAM Fund - 700	Fixed Assets Fund - 800	Long-Term Debt Fund - 900		
ASSETS										
Cash - Checking	\$ 1,026,883	\$ -	\$ -	\$ -	\$ 60	\$ 44,511	\$ -	\$ -	\$ -	\$ 1,071,454
Cash - Money Market	766,590	-	-	-	-	-	-	-	-	766,590
Cash - Workers' Compensation	(65,812)	-	-	-	-	-	-	-	-	(65,812)
Cash - Flexible Spending	11,057	-	-	-	-	-	-	-	-	11,057
Petty Cash	1,250	-	-	-	-	-	-	-	-	1,250
Investments - LAIF @ 1.96%	14,051,148	-	-	6,738,029	-	-	-	-	-	20,789,177
Investments - Mrkt Value Adj/Premium/Discount	(567,153)	-	-	(23,190)	-	-	-	-	-	(590,343)
Investments - Bank of the West @ 1.88% avg	9,990,108	17,517,892	-	-	-	-	-	-	-	27,508,000
Cash with Fiscal Agent - Note 1	-	-	38	1,726,516	-	-	-	-	-	1,726,554
Accounts Receivable	137,012	-	-	-	-	-	-	-	-	137,012
YE Accrued Ambulance Billing	927,473	-	-	-	-	-	-	-	-	927,473
Prepaid Expenses/Deposits	15,187,492	-	-	239,000	-	-	-	-	-	15,426,492
Land	-	-	-	-	-	-	6,000,878	-	-	6,000,878
Buildings & Improvements/Construction	-	-	-	-	-	-	33,728,508	-	-	33,728,508
Equipment/Vehicles	-	-	-	-	-	-	28,999,363	-	-	28,999,363
Accumulated Depreciation	-	-	-	-	-	-	(34,983,351)	-	-	(34,983,351)
Amount to be Provided for General Long Term Debt	-	-	-	-	-	-	-	25,546,119	-	25,546,119
Total Assets	\$ 41,466,048	\$ 17,517,892	\$ 38	\$ 8,680,355	\$ 60	\$ 44,511	\$ 33,745,397	\$ 25,546,119	\$ -	\$ 127,000,421
LIABILITIES										
Accounts Payable	\$ 25,932	\$ -	\$ -	\$ 22,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,085
Accrued Expenses	2,645,691	-	-	306,601	-	-	-	-	-	2,952,292
Deposits Payable	29,445	-	-	-	-	-	-	-	-	29,445
Deferred Ambulance Billing Revenue	309,107	-	-	-	-	-	-	-	-	309,107
Long Term Debt (1) Certificates of Participation	-	-	-	-	-	-	-	12,224,000	-	12,224,000
Long Term Debt (2) Vehicle Lease	-	-	-	-	-	-	-	5,693,338	-	5,693,338
Liability Assc. with Open Workers' Comp Claims	-	-	-	-	-	-	-	5,527,000	-	5,527,000
Liability for Accumulated Leave	-	-	-	-	-	-	-	2,101,782	-	2,101,782
Total Liabilities	3,010,175	-	-	328,754	-	-	-	25,546,119	-	28,885,048
FUND EQUITY										
Investment in General Fixed Assets	-	-	-	-	-	-	33,745,397	-	-	33,745,397
Non-Spendable Fund Balance	-	-	-	239,000	-	-	-	-	-	239,000
Restricted Fund Balance	-	-	38	97,861	60	-	-	-	-	97,959
Committed Fund Balance:										
Dry Period Funding	38,396,720	-	-	-	-	-	-	-	-	38,396,720
Budget Stabilization	-	14,517,892	-	-	-	-	-	-	-	14,517,892
Workers' Compensation Claims	-	3,000,000	-	-	-	-	-	-	-	3,000,000
Capital Projects	-	-	-	7,691,352	-	-	-	-	-	7,691,352
Assigned Fund Balance:										
Other Assigned Fund Balance	59,153	-	-	323,388	-	9,989	-	-	-	392,530
Unassigned Fund Balance	-	-	-	-	-	34,522	-	-	-	34,522
Total Fund Balance	38,455,873	17,517,892	38	8,351,601	60	44,511	33,745,397	-	-	98,115,372
Total Liabilities and Fund Equity	\$ 41,466,048	\$ 17,517,892	\$ 38	\$ 8,680,355	\$ 60	\$ 44,511	\$ 33,745,397	\$ 25,546,119	\$ -	\$ 127,000,421

Note:

1 - Bank of America Escrow Account - 2018 Equipment Lease Proceeds of \$1.7M

San Ramon Valley Fire Protection District

Revenue - All Funds

2018/19

For the Period Ended July 31, 2018

	2016/17	2017/18	2018/19		
	<i>Actual</i>	<i>Budgeted</i>	<i>Budgeted</i>	<i>Realized</i>	<i>% Received</i>
TAXES					
PROPERTY TAXES - CURRENT SECURED	\$ 61,143,436	\$ 63,416,399	\$ 66,852,285	\$ -	0.00%
PROPERTY TAXES - SUPPLEMENTAL	1,762,346	528,418	-	-	
PROPERTY TAXES - UTILITIES (Unitary)	1,069,077	1,090,458	1,126,916	-	0.00%
PROPERTY TAXES - CURRENT UNSECURED	1,839,066	1,905,707	1,920,403	-	0.00%
HOMEOWNERS PROPERTY TAX RELIEF	475,833	528,418	475,000	-	0.00%
RDA PROPERTY TAX	1,058,717	1,079,892	1,001,490	-	0.00%
LESS COUNTY TAX ADMINISTRATION	(510,175)	(520,366)	(561,572)	-	0.00%
PROPERTY TAXES - PRIOR SECURED	(142,357)	-	-	-	
PROPERTY TAXES - PRIOR SUPPLEMENTAL	(89,990)	-	-	-	
PROPERTY TAXES - PRIOR UNSECURED	60,059	-	-	-	
TOTAL TAXES	<u>66,666,013</u>	<u>68,028,926</u>	<u>70,814,521</u>	<u>-</u>	<u>0.00%</u>
INTERGOVERNMENTAL REVENUE					
MEASURE "H"	33,000	33,000	33,000	-	0.00%
SB-90 MANDATED COSTS	-	-	-	-	
STATE AID/GRANTS (OES REIMB.)	208,327	1,000,000	-	66,280	
FEDERAL GRANT REVENUE	-	-	-	-	
LOCAL AGENCIES	191,892	250,510	256,773	-	0.00%
GEMT	76,294	65,423	75,000	-	0.00%
CONSOLIDATED DISPATCH	1,250,000	1,300,000	1,350,000	-	0.00%
USE TAX SHARE REVENUE	-	-	-	-	
TOTAL INTERGOVERNMENTAL REVENUE	<u>1,759,513</u>	<u>2,648,933</u>	<u>1,714,773</u>	<u>66,280</u>	<u>3.87%</u>
CHARGES FOR SERVICE					
INSPECTION FEES	67,533	110,000	113,300	2,668	2.35%
PLAN REVIEW	715,299	600,000	618,000	74,999	12.14%
INFO TECHNOLOGY SURCHARGE	39,142	35,500	-	-	#DIV/0!
WEED ABATEMENT CHARGES	1,938	3,045	3,091	-	0.00%
ADMINISTRATIVE CITATION CHARGES	7,500	35,000	7,613	1,500	19.70%
AMBULANCE SERVICES	3,426,216	3,391,157	4,650,000	351,810	7.57%
CPR CLASSES	520	577	586	40	6.83%
REPORTS/PHOTOCOPIES	13,142	10,150	13,703	740	5.40%
TOTAL CHARGES FOR SERVICE	<u>4,271,290</u>	<u>4,185,429</u>	<u>5,406,293</u>	<u>431,757</u>	<u>7.99%</u>
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	180,517	310,807	500,000	46,793	9.36%
TOTAL USE OF MONEY & PROPERTY	<u>180,517</u>	<u>310,807</u>	<u>500,000</u>	<u>46,793</u>	<u>9.36%</u>
RENTAL INCOME					
RENT ON REAL ESTATE	62,807	62,808	62,808	5,150	8.20%
TOTAL RENTAL INCOME	<u>62,807</u>	<u>62,808</u>	<u>62,808</u>	<u>5,150</u>	<u>8.20%</u>
OTHER REVENUE					
SALE OF PROPERTY	13,482	-	-	-	
INSURANCE PROCEEDS	-	-	-	-	
MISCELLANEOUS REVENUE	56,651	-	-	550	
TOTAL OTHER REVENUE	<u>70,133</u>	<u>-</u>	<u>-</u>	<u>550</u>	
OTHER FINANCING SOURCES					
DEBT/LEASE PROCEEDS	-	5,432,359	-	-	
TOTAL OTHER FINANCING SOURCES	<u>-</u>	<u>5,432,359</u>	<u>-</u>	<u>-</u>	
TOTAL REVENUE	<u>\$ 73,010,272</u>	<u>\$ 80,669,262</u>	<u>\$ 78,498,395</u>	<u>\$ 550,530</u>	<u>0.70%</u>

San Ramon Valley Fire Protection District

Expenditures - General Fund

2018/19

For the Period Ended July 31, 2018

FISCAL YEAR COMPLETED - 8%

	2016/17		2017/18		2018/19		% Expended
	Actual	Budget	Budget	Actual to Date	Remaining Budget		
SALARIES & BENEFITS							
PERMANENT SALARIES	5110	\$ 23,416,517	\$ 26,012,674	\$ 26,751,625	\$ 2,061,636	\$ 23,951,038	7.71%
TEMPORARY SALARIES	5115	228,589	293,114	138,562	28,694	264,420	20.71%
PERMANENT OVERTIME	5120	8,208,668	8,020,403	7,576,910	788,311	7,232,092	10.40%
PERMANENT OVERTIME-TEMP EES	5121	2,993	-	-	643	(643)	#DIV/0!
FICA/MEDICARE	5140	449,912	491,024	494,187	42,401	448,623	8.58%
RETIREMENT CONTRIBUTIONS	5150	15,280,694	17,051,250	17,101,132	1,356,306	15,694,944	7.93%
RETIREMENT CONTRIB. UAAL	5150	-	294,000	294,000	254,000	40,000	86.39%
401a CONTRIBUTIONS-ER PAID	5151	7,350	7,688	7,919	670	7,018	8.46%
EMPLOYEE GROUP INSURANCE	5160	3,750,615	4,301,098	3,806,598	292,404	4,008,694	7.68%
RETIREE HEALTH INSURANCE	5170	2,238,230	3,134,909	3,236,471	216,496	2,918,413	6.69%
OPEB CONTRIBUTION	5175	3,817,170	3,095,383	3,585,518	298,800	2,796,583	8.33%
UNEMPLOYMENT INSURANCE	5180	-	20,000	20,000	-	20,000	0.00%
WORKERS' COMPENSATION	5190	956,203	1,000,000	1,000,000	104,996	895,004	10.50%
TOTAL SALARIES & BENEFITS		<u>58,356,941</u>	<u>63,721,543</u>	<u>64,012,922</u>	<u>5,445,357</u>	<u>58,276,186</u>	<u>8.51%</u>
SERVICES & SUPPLIES							
OFFICE SUPPLIES	5202	25,857	33,238	33,322	1,114	32,124	3.34%
POSTAGE	5204	12,436	26,732	28,765	48	26,684	0.17%
TELECOMMUNICATIONS	5206	205,159	234,755	255,748	3,828	230,927	1.50%
UTILITIES	5208	359,029	365,820	385,467	13,258	352,562	3.44%
SMALL TOOLS/EQUIPMENT	5210	132,035	155,979	157,759	1,147	154,832	0.73%
MISCELLANEOUS SUPPLIES	5212	47,878	141,081	129,449	1,937	139,144	1.50%
MEDICAL SUPPLIES	5213	131,232	139,828	144,560	268	139,560	0.19%
FIREFIGHTING SUPPLIES	5214	29,694	62,753	59,310	3,118	59,635	5.26%
PHARMACEUTICAL SUPPLIES	5216	30,542	34,671	36,400	5,210	29,461	14.31%
COMPUTER SUPPLIES	5218	10,053	15,255	15,311	-	15,255	0.00%
RADIO EQUIPMENT & SUPPLIES	5219	25,654	20,500	20,500	-	20,500	0.00%
FOOD SUPPLIES	5222	21,081	34,496	40,644	4,527	29,969	11.14%
PPE INSPECTION & REPAIRS	5223	16,054	26,213	21,868	-	26,213	0.00%
SAFETY CLOTHING/SUPPLIES	5224	117,887	214,668	254,697	1,691	212,977	0.66%
CLASS A UNIFORMS & SUPPLIES	5225	5,002	13,134	13,462	-	13,134	0.00%
NON-SAFETY CLOTHING/SUPPLIES	5226	39,111	41,832	41,381	570	41,262	1.38%
CLASS B UNIFORMS & SUPPLIES	5227	72,454	95,750	102,219	10,368	85,382	10.14%
HOUSEHOLD SUPPLIES	5228	42,804	43,076	44,153	2,914	40,162	6.60%
CENTRAL GARAGE - REPAIRS	5230	552,762	175,000	300,000	9,065	165,935	3.02%
CENTRAL GARAGE - MAINTENANCE	5231	39,145	38,237	39,194	739	37,498	1.89%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	148,672	174,231	178,587	(7,012)	181,243	-3.93%
CENTRAL GARAGE - TIRES	5234	58,544	52,275	53,582	1,133	51,142	2.11%
CENTRAL GARAGE - MANDATED INSP.	5235	6,758	11,561	11,850	3,263	8,298	27.54%
MAINT./REPAIRS - EQUIPMENT	5236	197,432	282,850	261,113	1,166	281,684	0.45%
MAINT./REPAIRS - RADIO & ELECTRONIC	5238	295,529	314,812	379,611	8,745	306,067	2.30%
MAINT./REPAIRS - BUILDINGS	5240	195,818	228,717	248,015	14,066	214,651	5.67%
MAINT./REPAIRS - GROUNDS	5242	43,327	40,653	41,582	2,555	38,098	6.14%
RENTS & LEASES-EQUIP./PROPERTY	5246	60,643	79,984	66,767	2,300	77,684	3.44%
PROFESSIONAL/SPECIALIZED SERVICES	5250	1,310,069	1,526,842	1,680,473	72,912	1,453,930	4.34%
RECRUITING COSTS	5251	92,293	116,031	112,583	4,950	111,081	4.40%
LEGAL SERVICES	5252	934,439	292,000	400,000	-	292,000	0.00%
MEDICAL SERVICES	5254	74,585	89,150	121,880	-	89,150	0.00%
COMMUNICATIONS SERVICES	5258	79,800	79,800	79,800	-	79,800	0.00%
ELECTION SERVICES	5262	300	-	110,000	-	-	0.00%
INSURANCE SERVICES	5264	495,579	485,998	493,980	-	485,998	0.00%
PUBLICATION OF LEGAL NOTICES	5270	653	6,384	6,544	-	6,384	0.00%
SPECIALIZED PRINTING	5272	11,985	28,277	23,896	457	27,820	1.91%
MEMBERSHIPS	5274	68,408	80,151	80,261	1,025	79,126	1.28%
EDUCATIONAL COURSES/SUPPLIES	5276	47,059	66,428	67,712	10,049	56,379	14.84%
EDUCATIONAL ASSISTANCE	5277	11,756	16,400	23,725	-	16,400	0.00%
PUBLIC EDUCATIONAL SUPPLIES	5278	9,473	12,608	11,384	-	12,608	0.00%
BOOKS & PERIODICALS	5280	11,914	21,354	23,234	217	21,137	0.93%
RECOGNITION SUPPLIES	5282	2,456	4,050	4,152	-	4,050	0.00%
MEETINGS/TRAVEL EXPENSES	5284	36,541	42,868	41,148	997	41,871	2.42%
OTHER EXPENSE	5286	-	-	-	666	(666)	#DIV/0!
PROPERTY TAX SHARE AGREEMENT	5290	46,313	52,056	49,195	-	52,056	0.00%
TOTAL SERVICES & SUPPLIES		<u>6,156,215</u>	<u>6,018,498</u>	<u>6,695,283</u>	<u>177,291</u>	<u>5,841,207</u>	<u>2.65%</u>
TOTAL OPERATING EXPENDITURES		<u>\$ 64,513,156</u>	<u>\$ 69,740,041</u>	<u>\$ 70,708,205</u>	<u>\$ 5,622,648</u>	<u>\$ 64,117,393</u>	<u>7.95%</u>

San Ramon Valley Fire Protection District
Expenditures - All Other Funds
2018/19
For the Period Ended July 31, 2018

FISCAL YEAR COMPLETED - 8%

		2016/17		2017/18		2018/19		% Expended
		Actual	Budget	Budget	Actual to Date	Remaining Budget		
CAPITAL PROJECTS - 300								
LEGAL & PROFESSIONAL SERVICES	5250/5252	\$ -	\$ -	\$ -	\$ -	\$ -		
CRR TECH IMPROVEMENTS	5253	-	65,000	61,087	842	60,245	1.38%	
PUBLICATION OF LEGAL NOTICES	5270	-	-	-	-	-		
DESIGN/CONSTRUCTION	6105/6110	-	-	-	-	-		
VARIOUS IMPROVEMENTS *	6120	-	1,544,159	1,937,421	-	1,937,421	0.00%	
RADIO/ELECTRONIC EQUIPMENT	6230	-	614,053	374,589	4,463	370,126	1.19%	
MAJOR EQUIPMENT	6240	625,147	712,016	245,830	-	245,830	0.00%	
AUTOS & TRUCKS	6250	198,560	6,889,337	1,167,700	1,073,972	93,728	91.97%	
TOTAL CAPITAL PROJECTS		\$ 823,707	\$ 9,824,565	\$ 3,786,627	\$ 1,079,277	\$ 2,707,350	28.50%	
DEBT SERVICE - 200								
PROFESSIONAL/SPECIALIZED SERVICES	5250	\$ -	\$ -	\$ -	\$ -	\$ -		
BOND REDEMPTION - 2013/2015 COP	5310	1,270,952	1,268,938	1,268,098	1,047,423	220,675	82.60%	
EQUIPMENT LEASE	5310	-	-	613,156	312,722	300,434	51.00%	
VEHICLE LEASE #4	5310	525,885	525,885	-	-	-	#DIV/0!	
TOTAL DEBT SERVICE		\$ 1,796,836	\$ 1,794,823	\$ 1,881,254	\$ 1,360,145	\$ 521,109	72.30%	
COMMUNITY FUND - 400								
OTHER SPECIAL DISTRICT EXPENDITURES	5286	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL SRVF COMMUNITY FUND		\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, & SRVF COMMUNITY FUND		\$ 2,620,543	\$ 11,619,388	\$ 5,667,881	\$ 2,439,422	\$ 3,228,459	20.99%	

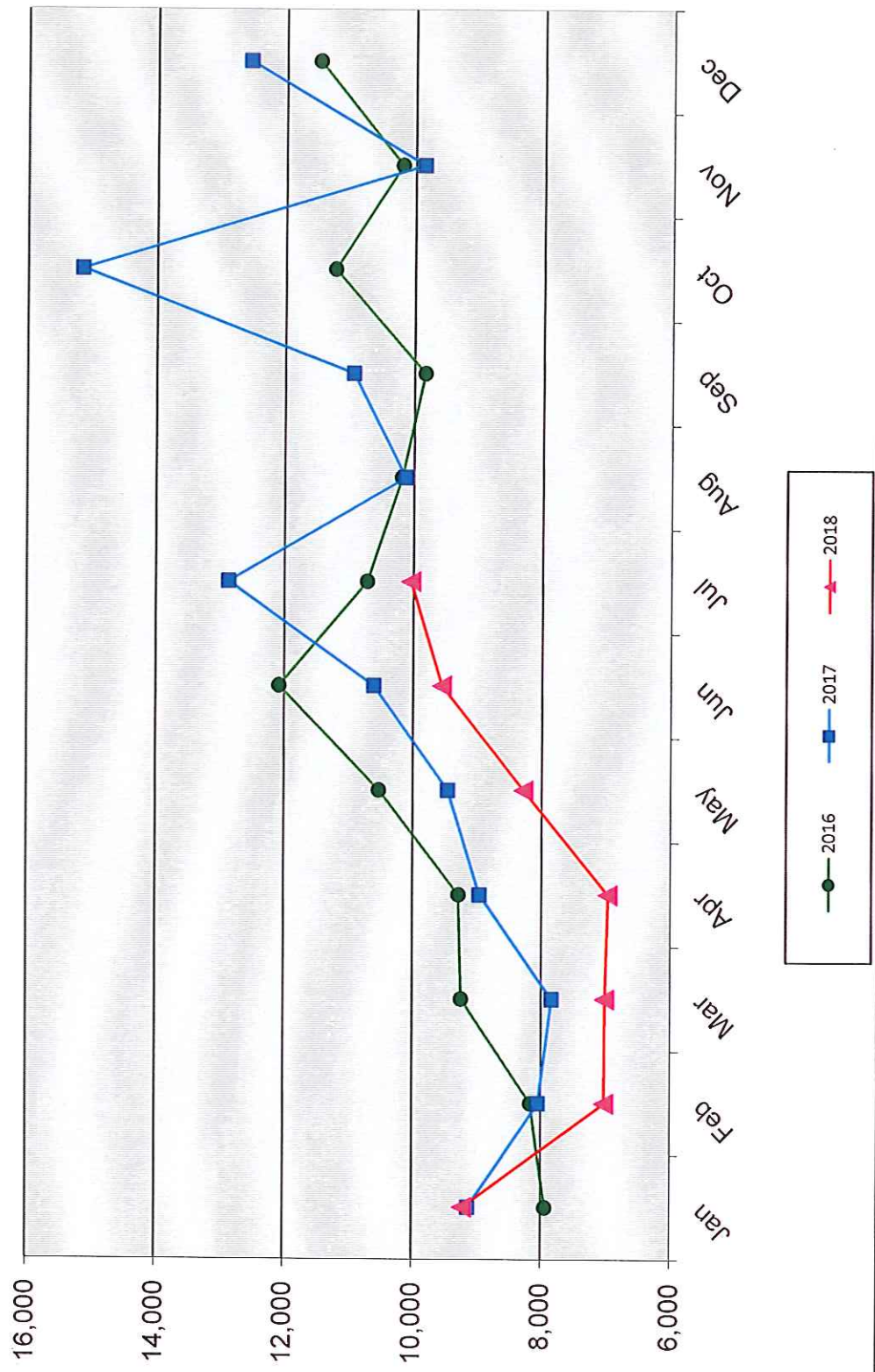
* Note: Includes new Station 32 pedestrian bridge construction.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND
REVENUE/EXPENDITURE HISTORY**

<i>Month</i>	<i>2014/15</i>		<i>2015/16</i>		<i>2016/17</i>		<i>2017/18</i>		<i>2018/19</i>	
	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>
July	\$ 399,328	\$ 5,808,943	\$ 354,684	\$ 4,771,243	\$ 282,790	\$ 5,316,616	\$ 354,888	\$ 6,122,636	\$ 550,530	\$ 5,622,648
August	390,930	4,376,310	426,922	5,260,304	363,912	5,109,224	695,817	5,671,451		
September	317,832	4,176,216	354,095	4,581,188	377,209	5,047,543	480,964	5,593,302		
October	2,247,021	4,157,975	2,040,889	4,262,203	2,158,269	5,282,085	2,593,632	5,999,337		
November	295,306	4,381,969	335,053	4,727,586	720,990	5,554,302	362,621	5,888,575		
December	30,041,174	4,307,582	32,619,418	5,464,991	34,893,289	5,043,510	34,930,693	5,966,196		
January	1,149,378	4,230,080	576,093	4,743,692	1,242,334	5,401,913	8,491,817	5,387,036		
February	291,209	4,005,149	472,114	4,837,271	690,047	5,326,068	446,775	5,326,521		
March	472,966	4,084,004	620,681	5,229,614	433,245	5,849,120	883,105	6,063,429		
April	21,844,911	4,276,998	23,795,929	4,901,844	25,663,196	5,297,542	22,339,121	5,257,800		
May	338,057	4,255,627	840,611	4,935,586	394,206	5,452,583	639,163	5,506,219		
June	4,663,427	3,810,313	5,365,634	5,219,984	5,664,005	5,832,652	5,304,082	6,529,121		

8/13/18 RAH
8/13/18 RAH

Total Overtime Hours by Month
January 2016-July 2018



7/11-10/11
7/11/11 & DA

Total Overtime Hours by Month
January 2016-June 2018

