



Sacramento Metropolitan Fire District

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KURT P. HENKE
Fire Chief

BOARD OF DIRECTORS – ACTION SUMMARY **Thursday, March 14, 2013 – 6:00 p.m.**

City of Rancho Cordova City Hall-Council Chambers
2729 Prospect Park Drive
Rancho Cordova, California

CALL TO ORDER

The meeting was called to order by President Kelly. Board Members present: Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood. Directors Clark, Pierson, absent. Staff: Fire Chief Henke, Board Clerk Tilson, General Counsel Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, March 16, 2013 at 1:00 PM and Monday, March 18, 2013 at 6:00 PM on Channel 14; Webcast at www.sacmetrofire.com.

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA None

CONSENT AGENDA:

1. Board Meeting Action Summary – February 28, 2013

- **Board Action:**
Goold/Scheidegger—Approve the Consent Agenda. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

ACTION ITEM(S):

1. **Resolution No. 2013-57 – Reimbursement Agreement with the California Fire & Rescue Training Authority for Zinfandel Urban Search & Rescue (US&R) Prop Design and Construction—(Larry Davis)**
 - A PowerPoint presentation was given relating to Action Items No. 1 through 4 illustrating the project and installation of the US&R props.
 - In 2008, the Sacramento Metropolitan Fire District purchased fifty-three (53) acres of land located at 3801 Zinfandel Drive in Rancho Cordova for the development of fire training facilities in support of the District's in-service training. On December 19, 2011 the District and the California Fire and Rescue Training Authority (CFRTA) entered into a lease agreement for eight and a quarter (8.25) acres of the land located at 3801 Zinfandel Drive for the development of Urban Search and Rescue (US&R) facilities. The leased land was in support of the CFRTA mission to provide US&R training for California's eight (8) federally funded US&R teams.
 - The District has worked closely with the CFRTA in the planning and design of the proposed US&R props. The preliminary layout of the props has been completed and the District is ready to move forward with the formal design and construction process. In order to move forward, a reimbursement agreement must be signed for the purposes of reimbursing the District for costs incurred for the design, construction and installation of the US&R props.
 - The total reimbursement to the District for the design, construction and installation of the US&R props shall not exceed \$1,300,000. Should expenses for the project generate qualified costs in excess of this appropriation, additional funds may be appropriated with the approval of the CFRTA's Governing Council.
 - Staff recommended adoption of the resolution and authorizing execution of the reimbursement agreement with the CFRTA for expenses incurred for the preparation of a financing presentation.
 - **Board Action:**
Scheidegger/Jones—Adopt the Resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

2. Resolution No. 2013-58 – Professional Services Agreement with MFDB Architects, Inc. for Zinfandel US&R Prop Design—(Larry Davis)

- The District approved the execution of a reimbursement agreement with the CFRTA not to exceed \$1,300,000 for costs incurred for the design, construction and installation of the US&R props. MFDB Architects, Inc. has been selected from the District's multiple award schedule for architects to provide architectural services as outlined in the professional services agreement.
- The total fee for professional services shall not exceed \$155,500, to be reimbursed to the District by the CFRTA. Should expenses for the project generate qualified costs in excess of this appropriation, additional funds may be appropriated with the approval of the CFRTA's Governing Council.
- Staff recommended adopting the resolution and authorizing execution of the professional services agreement with MFDB Architects, Inc. for the design of the US&R props.
- **Board Action:**
Goold/Monk—Adopt the Resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

3. Resolution No. 2013-59 – Reimbursement Agreement with the California Fire & Rescue Training Authority for Zinfandel Financing Presentation—(Larry Davis)

- The District and the CFRTA are now jointly pursuing the development of the remaining forty-five (45) acres of training facilities. In order to pursue financing for the site there is a need to update the Strategic Business Plan and update the overall design of the facilities to accommodate the site as a joint use project.
- In order to move forward, a reimbursement agreement must be signed for the purpose of reimbursing the District for costs incurred for the update of the materials necessary to pursue financing for the project.
- The total reimbursement to the District for the expenses incurred for the preparation of a financing presentation shall not exceed \$100,000. Should expenses for the project generate qualified costs in excess of this appropriation, additional funds may be appropriated with the approval of the CFRTA's Governing Council.
- Staff recommended adopting the resolution and authorizing execution of the reimbursement agreement with the CFRTA for expenses incurred for the preparation of a financing presentation.
- **Board Action:**
Goold/Wood—Adopt the resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

4. Resolution No. 2013-60 – Professional Services Agreement - Abercrombie Planning and Design for Zinfandel Financing Presentation—(Larry Davis)

- In order to pursue financing for the remaining forty-five (45) acres of the training facilities site, there is a need to update the Strategic Business Plan and update the overall design of the facilities to accommodate the site as a joint use project.
- The District has approved the execution of a reimbursement agreement with the CFRTA not to exceed \$100,000 for costs incurred for the update of the materials necessary to pursue financing for the project. Due to the historical involvement of Abercrombie Planning and Design with the standing Strategic Business Plan and the project in general, they have been selected to provide these services.
- The total fee for services shall not exceed \$100,000, to be reimbursed to the District by the CFRTA. Should expenses for the project generate qualified costs in excess of this appropriation, additional funds may be appropriated with the approval of the CFRTA's Governing Council.
- Staff recommended adopting the resolution and authorizing execution of the professional services agreement with Abercrombie Planning and Design for the preparation of a financing presentation.
- **Board Action:**
Goold/Jones—Adopt the resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

5. Resolution No. 2013-61 – CMAR Project Authorization Amendment with Roebbelen Construction Management Service, Inc. for Armstrong East Side Tenant Improvements—(Deputy Chief Cockrum)

- In January 2012, the Sacramento Metropolitan Fire District received a FY11 HSGP grant award for the purposes of the development of the California Exercise Simulation Center. With the Board's adoption of the FY12-13 Budget, funds were allocated for building improvements for the Armstrong East Side to include the California Exercise Simulation Center (CESC) as well as a Board Room and other tenant improvements for the relocation of the Community Risk Reduction Division. The District has worked closely with MFDB Architects, Inc. in the planning and design of the proposed facilities.
- On January 25, 2013, the District executed a professional services agreement with Roebbelen Construction Management Services, Inc. for Construction Manager At Risk (CMAR) services to begin the pre-construction phase of the project. Pursuant to the Agreement, all pre-construction services including design and trade contractor bidding were at the expense of Roebbelen.

- As part of the CMAR services, Roebbelen managed the bidding process for the project pursuant to the District's bidding procedures as outlined in the Agreement. A public bid opening was conducted on February 27, 2013 resulting in the proposed fourteen (14) trade contracts which, once approved by the Board, will be assigned to the CMAR for administration pursuant to the Agreement.
- Per the Agreement, the CMAR has submitted an updated Guaranteed Maximum Budget (GMB) which includes CMAR services as outlined in the Agreement as well as the cost of all proposed trade contracts. In order to move forward with construction, the District must execute a Project Authorization Amendment which will include the approval of the GMB and bid awards for the trade contracts.
- The total fee for services is budgeted at \$2,431,436 per the GMB and based upon current construction drawings. An estimated \$1,217,687 will be funded through the FY11 HSGP grant award for the California Exercise Simulation Center based upon the design specifications for the CESC and the remaining \$1,213,749 has already been approved by the Board as part of the FY12-13 Budget.
- Deputy Chief Cockrum stated Roebbelen is planning on a four-month schedule with a pre-construction meeting March 26 for demolition. Anticipate work starting around April 1.
- Staff recommended adopting the resolution and authorizing execution of the Project Authorization Amendment and all corresponding trade contracts for the Armstrong East Side Tenant Improvement/Board Room/California Exercise Simulation Center.
- **Board Action:**
Goold/Jones—Adopt the resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

6. Bid Award – Tile Installation – Fire Station 109 (Deputy Chief Cockrum)

- The Fire Station 109 restroom remodel is in the process of being completed by District staff, with portions being sub-contracted to outside vendors. The remodel is scheduled for completion in two phases in an effort to have at least one fully functional restroom facility operating at all times.
- Part of the remodel includes the installation of new tile and a vendor has been selected per the District's formal bidding procedure. The following bid was received from Artisan Tile for the installation of tile for both phases of construction:

1. Phase One Installation	\$ 6,550
2. Phase Two Installation	\$13,450
Total	\$20,000

- Staff recommended awarding the bid to Artisan Tile in the amount of \$20,000 for the installation of tile in the restroom facilities at Fire Station 109.

- **Board Action:**

Scheidegger/Monk—Approve the staff recommendation. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

7. Bid Award – Glulam Beam Repair – Fire Station 50 (Deputy Chief Cockrum)

- On August 26, 2012, a structural beam issue in the apparatus bay was reported at Fire Station 50. Rescue 21 was dispatched on August 27, 2012 to provide temporary reinforcement of the beams. After a structural engineering evaluation, the District contracted with Peek Site-Com to provide structural engineering plans and permitting for the repair of three (3) glulam beams.

- In response to a request for bids, the following three bids were received:

Bates Construction Company	\$103,900
Bobo Construction, Inc.	\$174,000
Roebbelen Contracting, Inc.	\$166,000

Bates Construction Company was the lowest responsive, responsible bid. Funds for this repair were approved in the FY2012-2013 Mid-Year Budget.

- Staff recommended awarding the bid to Bates Construction Company in the amount of \$103,900 for the glulam beam repair at Fire Station 50.

- **Board Action:**

Jones/Monk—Approve the staff recommendation. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

8. Bid Award – Sole Source Purchase – M7 Mobile Data Computer Systems— (Fire Chief Henke)

- At the regular Board Meeting held February 14, 2013, the Board of Directors approved the purchase of four (4) Single Role Paramedic ambulances and two (2) Type III engines. With the pending purchase of this equipment, the District's Communications Division will need to purchase six (6) MDCs for those designated pieces of apparatus and two (2) additional MDCs for upcoming projects.
- Data911 is the sole manufacturer and source for the Data911 M7 Mobile Data Computer Systems utilized by the District for its emergency operations communications systems.

- The fiscal impact to the Sacramento Metropolitan Fire District for the purchase of eight (8) Data911 Mobile Data Computer Systems is \$51,525, which includes shipping and taxes.
- Staff recommended the Board of Director approve the purchase of M7 Mobile Data Computer Systems (MDC) from the sole source provider, Data911.
- **Board Action:**
Monk/Wood—Approve the staff recommendation. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

9. CSDA Board of Directors Call for Nominations-Region 2, Seat B—(Kelly)

- **Board Action:**
Jones/Goold—Nominated Director Dave Pierson for the CSDA Region 2, Seat B, Board position. Roll Call: Directors Goold, Jones, Kelly, Monk, Orzalli, Scheidegger, Wood, AYE. Directors Clark, Pierson, absent. Motion passed.

PRESENTATION ITEM(S) None

PRESIDENT’S REPORT—(Kelly)

- Executive Committee meeting to be scheduled.

FIRE CHIEF’S REPORT—(Henke)

- March 2, 2013 – Attended the Firefighters Burn Institute Crab Feed
- March 9, 2015 – Deputy Chief Holbrook attended the Arden Arcade Rotary Poker Tournament at the California Auto Museum
- March 16, 2013 – Guns & Hoses Basketball Game – Inderkum High School – 2 PM
- March 19, 2013 – He is a speaker at the Sacramento Association of Realtors Government Relations Committee meeting.
- March 26, 2013 – He will be a speaker at the Arden-Arcade Rotary Luncheon
- March 27, 2013 – Meeting with Senator Jim Nielsen
- March 29, 2013 – Pacific Gas & Electric will be here for a presentation regarding the plans for the 53 acre site at Zinfandel
- March 25 – 29, 2013 – 43rd Annual California Fire Mechanics Academy at McClellan

Retirements:

- March 1, 2013 – Captain Raymond (Kurt) Hudnall – 35 years of service.

Promotions – Engineers effective March 8, 2013:

Tom Koscielny
Tim Barnes
David Rowland
Douglas Dolezal

Recruitment:

- Applications received:
Firefighter-Paramedic – 517
Single Role EMT – 871
Single Role Paramedic – 320
- Community Risk Reduction Division (CRRD) – accepting letters of interest from the ranks of Firefighter, Engineer and Captain to assist CRRD on a limited term basis completing 2013 Fire Life Safety Inspections. A pool of approximately 10 line members will be chosen; inspections will be completed on Overtime.

OPERATIONS REPORT –Assistant Chief John Wagner**EMS –**

Statistics since the last Board meeting:
Metro Fire and AMR – 2,710 dispatches; 1,717 transports

Fire Incidents –

11 working structure fires since the last meeting.
Approximately \$650,000 was saved in property due to quick response.

Single Role Paramedic Program:

Launched on March 1

Press Releases –

- February 28 – A smoke detector saved the lives of four people in a fire in North Highlands. Community Risk Reduction has provided valuable safety education to the citizens.
- Salvage operations save a lot of property. He cited the value of training fire crews in new fire operation procedures.

GENERAL COUNSEL’S REPORT—(John Lavra) None**LOCAL 522 REPORT:** John Barsdale

- Working with staff on finalizing the language in the MOU and it tentatively should be ready by the next Board meeting.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(President Kelly)**

- General Counsel to schedule a meeting through the Board Clerk.

Communications Center—(DC Cockrum)

- Next Meeting: March 26, 2013 – 9:00 AM
Cosumnes CSD Board Chambers
8820 Elk Grove Boulevard
Elk Grove, CA

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: April 24, 2013 – 10:00 AM
Location: 9320 Tech Center Drive
Sacramento, CA

Finance Committee—(Scheidegger)

- Reported on today's meeting. Revenue is behind primarily because of property tax and Community Risk Reduction Division (CRRD) receipts. Measures are being taken to improve collections. Moody's downgraded the District's Taxable Pension Funding Bonds from A-1 to A-2 but the District is taking significant steps to improve its position.
- Next Meeting: April 11, 2013 – 5:00 PM

Policy Committee—(Pierson)

- Held on an as-needed basis.

BOARD MEMBER QUESTIONS AND COMMENTS:**Monk:**

- Congratulated the Operations Division for the ability to save people's lives by staying abreast of new techniques and making sure our personnel are trained in the new techniques.
- Congratulated Terry Barnes who was awarded Volunteer of the Year in Rio Linda. It demonstrates the value of volunteers in our organization.

Woods:

- Echoes comments made about the Finance staff – Rhonda McFarlane, Ken Campo. Their presentation at the Finance Committee meeting was phenomenal and very informative.

Jones:

- The attendance at the Crab Feed was successful in raising money for the Burn Institute. Thanked everyone who helped support a great cause.

Orzalli:

- Progress on the Public Safety Foundation is moving forward very rapidly. He thanked all of the Metro Team that has come on board to support this initiative. He wanted to recognize Larry Davis who is putting together a meeting with representatives of the Lucas Device Company and the medical community attending Cap-to-Cap in Washington D.C. to introduce both the Public Safety Foundation and the Lucas Device initiative in the Sacramento area. Thanked Larry Davis for his efforts.

Kelly:

- Enjoyed the Firefighters Burn Institute Crab Feed.

ADJOURNMENT –The meeting adjourned at 6:50 p.m.

Matt Kelly, President

Grant B. Goold, Secretary

Charlotte Tilson, Clerk of the Board