

City of San Mateo Fire Department

Preamble:

The City of San Mateo Fire Department offers this proposal in response to the request for proposal for fire protection services which the Half Moon Bay and Point Montara Fire Protection Districts distributed in May of this year. The City of San Mateo Fire Department proposes to provide a complete package of fire suppression, prevention, hazardous materials, special operations, advanced life support, emergency medical care and other related emergency services to the communities currently being served by the Half Moon Bay Fire Protection District. The San Mateo Fire Department has the capability and the capacity to support the delivery of outstanding fire and emergency services, which the District has come to expect since it was reorganized in 1965.

This proposal is for fire protection services to the entire area currently served by the Half Moon Bay Fire Protection District, including the Point Montara Fire Protection District. San Mateo is not interested in providing services separately, and will not be submitting separate proposals for Point Montara and Half Moon Bay. It is our interest to service the larger coast-side communities in a coordinated and fiscally prudent manner. A single coordinated fire service delivery system is the most efficient and, we believe, will be the most effective system design. Costs can be contained and service delivery maximized when a single well-managed fire department is providing services.

The City of San Mateo has been an active participant in many cooperative regional service delivery systems, including the EMS JPA, contract sewer/water quality treatment services for the City of Foster City, contract street light maintenance for Burlingame, Millbrae, provider of police dispatch services for the City of Brisbane, as well as many long-standing cooperative agreements such as the Operational Area OES JPA. In addition, the City of San Mateo has been an active participant in many studies in recent years to evaluate other opportunities to share fire services with Foster City in 1994, Burlingame, Hillsborough and Millbrae in 2002 and South County Fire during the last twelve months.

San Mateo believes that a regional approach to the delivery of fire services is the model for maximum efficiency and effectiveness. By working cooperatively, communities reduce the duplication of administration, supervision and support services needed to maintain an effective "firefighting force". The challenges, of which are many, of maintaining a properly staffed, trained, equipped, and compensated fire department are shared by all communities. Given the current and projected economic situation and the cost of operating a stand-alone fire department, now is the time to work together to provide for the long-term stability of the fire and emergency services in our communities.

This proposal includes both direct costs such as the cost of staffing Engine companies and the pro-rata cost of providing modified Truck response and management services to the coast-side communities. If, in the future, additional fire departments enter into a similar agreement, with the

City of San Mateo for fire services, the pro-rata shared costs will be recalculated, further reducing overall expenses.

The City of San Mateo Fire Department has a long history of being a leader in the fire service within the county and region. SMFD can provide stable leadership and support to the management challenges presented by a merger of two or more fire departments into one emergency service agency, including the communities served by the Half Moon Bay Fire Protection District.

Proposal:

Proposal for the provision of Fire Protection Services to the communities served by the Half Moon Bay Fire Protection District.

Agree to negotiate a contract between the City of San Mateo and the consolidated Point Montara and Half Moon Bay Fire Protection Districts for the delivery of fire suppression, EMS, fire prevention, fire investigation, training, technical rescue, leadership and the full range of support services. In addition, Emergency Preparedness/OES services can be provided and negotiated separately in the establishment of a Fire Corps/CERT program is desired.

This proposal does not include a separate cost for the ALS ambulance program. This can be discussed and a program cost established should the district truly desire to remain in that business. If that were the case we would need to negotiate separate agreements with AMR. We are not opposed to this program, but with the labor group's interests and the current operational plan for the ambulance deployment we are not prepared to include the provision of ambulance service at this moment.

The San Mateo Fire Department has both Cadet and Explorer programs and we would propose to extend these programs to the Coast side provided the interest and capacity to monitor the programs.

This proposal is to provide the herein described services utilizing current San Mateo Fire Department personnel supplemented by new employees, presumably many (if not all) of which are current members of the Half Moon Bay Fire Protection District. Current employees will be offered employment with the San Mateo Fire Department in similar (but not necessarily) the same positions that they currently hold. In addition, all employees will be assigned to work on the shift and in the location that provides for the best delivery of services, in accordance with the policies, procedures and labor agreements of the San Mateo Fire Department.

Methods and Costs

Administrative and Management Services

San Mateo Fire Department's administrative division will provide leadership and management to the Department. We are submitting two different configurations of the administrative and management divisions (Option One and Option Two).

Option 1 - Includes the addition of one Deputy Fire Chief position and one Deputy TO/EMS position, which will be established to ensure proper management of the expanded agency.

This includes: (1) Fire Chief; (2) Deputy Fire Chiefs; (1) Training Chief (BC); (1) Deputy TO/EMS (BC); (1) Clinical Trainer; and (3) secretaries.

Total personnel cost Admin/Management	\$ 1,613,350.	
Divide by 10 companies =	\$ 161,335. per company	
Share based on 3 companies		
	\$ 161,335 x 3 =	\$ 484,000.

Option 2 - Includes the addition of one Analyst and maintaining a second 24-hour Battalion in Half Moon Bay.

Total personnel cost Admin/Management	\$ 1,503,350.	
Divided by 10 companies =	\$ 150,335. per company	
Share based on 3 companies		
	\$ 150,335 x 3 =	\$ 451,005.

Battalion Chief Services

Option 1 - One shared 24-hour Battalion Chief position will provide emergency response and other operational duties for 9 districts which will be comprised of 9 Engine Companies and 1 Truck Company.

Cost of Battalion Chief divided by number of companies.

Total personnel cost for Battalion Chiefs	\$ 761,000.	
Divide by 10 companies =	\$ 76,100. per company	
Community will pay for 3 companies		
	\$ 76,100.x 3 =	\$ 228,300.

Option 2 - Two 24 hour Battalion Chief positions will be established to provide 24 hr per day coverage on the Coast side.

Total personnel cost for Battalion Chiefs		\$ 761,000.
---	--	--------------------

