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SAN MATEO COUNTY

Environmental Services Agency

Date: May 22, 2001

Hearing Date: June 26, 2001

TO: The Honorable Board of Supervisors

FROM: Marcia Raines, Director of Environmental Services Agency *MR*

SUBJECT: AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR SERVICES FY 2000-01

RECOMMENDATION:

Approve a resolution authorizing execution of an Agreement with the California Department of Forestry and Fire Protection (CDF) for fire protection services.

DISCUSSION:

The County has maintained a contract with CDF for fire protection services in the unincorporated areas of the County not protected by cities or fire districts, and County Service Area #1 (CSA #1/Eichler Highlands) since 1962. CDF provides this protection from four County fire stations, each with a three person, paramedic engine company. CSA #1 is also provided with a three-person engine company. In addition to fire and emergency medical services, CDF provides fire protection planning for new construction, fire prevention activities, and life safety inspection in the County areas. These services are coordinated by the County Fire Warden, which is also provided through the contract with CDF.

CDF oversees the operations of five County-funded volunteer fire companies. This includes allocation of equipment and supplies, maintenance of fire apparatus operated by the volunteer companies, and dispatch services. CDF also coordinates the volunteer training program to assure that the County volunteer firefighters meet all County, State and Federal training mandates.

As the result of an independent review and audit of the contract completed in the FY 1999-2000, several steps have been taken by CDF to improve fire protection services. The Volunteer application process has been streamlined and volunteers have been given a contact person to address concerns. Safety issues have been addressed through consolidation of the training calendar to allow for increased training opportunities and through the combination of the safety officer function into the field-based Battalion Chief position. Telecom upgrades are in progress to assure all volunteers have phone pagers and each apparatus is equipped with a cell phone by January 2002. CDF personnel have placed two portable radios with each company and have upgraded hardware to allow automatic relay of dispatch data from the San Mateo County Public Safety Communications. In order to improve training and communications for EMS personnel, field training officers and paramedic liaisons have been assigned to each battalion. Through communication with the Public Works Agency, CDF is upgrading facilities, such as the completion of an asbestos abatement project and major repairs to the heating system in Station 17. CDF has also developed and initiated a schedule for apparatus replacement

beginning with the purchase of a training vehicle and a battalion chief vehicle, and continuing with the purchase of a water tender, breathing support vehicle and a vehicle lift.

FISCAL IMPACT:

CDF employees received a four-percent general salary increase effective September 1, 2000. However, the portion of the benefit rate associated with the employee retirement has been reduced for an actual reduction in salary and benefit costs as compared with the FY 1999-2000 contract. These savings have been moved to the Unplanned Overtime Account, as the overtime experience of last fiscal year has increased. This was primarily due to changes in paramedic staffing as required by the County's E.M.S. agency.

The total amount requested under the terms and condition of the contract with CDF for FY 2000-01 is \$5,723,995. The financing for the contract is indicated below:

| | |
|------------------------|--------------------|
| Structural Fire Fund | \$4,787,795 |
| County Service Area #1 | 871,000 |
| Proposition 172 | <u>65,200</u> |
| TOTAL | \$5,723,995 |

The majority of the contract is financed through the Structural Fire Fund which receives monies from property tax levied on all properties located within the County but outside of cities and fire districts; and by the County Service Area #1 Fund which receives property tax revenue and special tax revenue for both police and fire protection. Proposition 172 (Public Safety ½ cent sales tax) funding has been reduced from the previous year; the remaining funding went towards the construction of the Cordilleras Fire Station. The CDF contract amount decreased from FY 1999-2000 to FY 00-01 by \$601,644, primarily due to the reduction of Proposition 172 funding as the construction of the Cordilleras station neared completion.

Invoices from the state on expenses incurred in the Schedule A of the contact are based on actual costs of providing service. This contract is for services performed in the FY 2000-01. The contract for CDF services for the FY 2001-02 will be prepared for Board approval in December of 2001, as this is the earliest date that CDF administrators can forward final figures to the County.

There is no impact on the General Fund under this agreement.

REVIEW BY OTHERS:

The County Counsel's Office has reviewed the resolution and finds it in order.

Resolution No. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

**RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE
CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION AND
THE COUNTY OF SAN MATEO FOR FIRE PROTECTION SERVICES
JULY 1, 2000 THROUGH JUNE 30, 2001 IN THE AMOUNT OF \$5,723,995**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California,
that;

WHEREAS, there has been presented to this Board of Supervisors for its consideration and
acceptance an agreement, reference to which is hereby made for further particulars, whereby
the California Department of Forestry and Fire Protection agrees to provide fire protection
services for the County; and

WHEREAS, this agreement also contains a San Mateo County Fire Warden duty statement;
and

WHEREAS, this Board has been presented with a form of such agreement and said Board has
examined and approved same as to both form and content and desires to enter into same; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President
of this Board of Supervisors be, and he is hereby authorized and directed to execute said
agreement with the California Department of Forestry (CDF) for the period of July 1, 2000
through June 30, 2001 in the amount of \$5,723,995, for and on behalf of the County of San
Mateo, and the Clerk of this Board shall attest his signature thereto.

STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION
COOPERATIVE FIRE PROGRAMS
SCHEDULE A AGREEMENT FOR LOCAL AGENCIES

CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

COOPERATIVE FIRE PROTECTION SERVICES AGREEMENT FOR LOCAL AGENCIES

LOCAL AGENCY / San Mateo CDF AGREEMENT NO. 1CA99806

SCHEDULE A AMADOR PLAN SCHEDULE A & AMADOR DISPATCH
PRC 4142 ONLY PRC 4144 ONLY PLAN PRC 4142 & 4144 PRC 4142 ONLY

1. AUTHORIZATION

This agreement is entered into this 1st day of July, 2000, by and between the State of California, hereinafter called STATE, and San Mateo County, hereafter called LOCAL AGENCY through its duly authorized officers. As used herein, Director shall mean Director of the California Department of Forestry and Fire Protection.

This agreement, its terms and conditions are authorized under the Public Resources Code Sections 4142, 4143 and 4144, as applicable.

2. PURPOSE

- A. Under Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and fire suppression forces including the necessary equipment, personnel including "volunteers", and facilities required to prevent and extinguish forest fires during the fire season. Fire season generally occurs during the spring, summer and fall months and is defined by a specific calendar period declared by the Director.
- B. The purpose of this agreement is to provide mutually advantageous fire and emergency services through an effective consolidated organization, wherein the STATE is primarily financially responsible for protecting natural resources from forest fires and the LOCAL AGENCY is primarily financially responsible for protecting life and property from fires and other emergencies. Personnel providing these services may include regular employees, persons temporarily employed and commonly known as volunteers (whether regularly registered, summoned pursuant to Public Resources Code Section 4153, or working without compensation), paid-call firefighters, or others temporarily employed to perform any emergency work or emergency service including, but not limited to fire prevention, fire suppression and emergency medical response.
- C. The following listed schedules are part of this agreement:
- (1) Schedule A - 4142 - STATE provides LOCAL AGENCY fire protection services.
 - (2) Schedule A - 4144 - STATE provides LOCAL AGENCY fire protection services during winter non-fire season.

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- (3) Schedule B - a listing of personnel, crews and major facilities of the State overlapping or adjacent to the local agency area that may form a reciprocal part of this agreement.
- (4) Schedule C - a listing of services, personnel, equipment and expenses, which are paid directly by the local agency, but which are under the supervision of the unit chief.
- (5) Schedule D - vehicle information pertaining to maintenance responsibilities and procedures for local agency-owned vehicles that may be a part of the agreement.
- (6) Schedule E - Certification of Insurance and/or proof of Self-insurance for any of the following: Workers' Compensation Benefits, Tort Liability and Vehicle Liability.

3. TERM

The term of this agreement is July 1, 2000 through June 30, 2001.

4. EXTENSION OF AGREEMENT

- A. One year prior to the date of expiration of this agreement, LOCAL AGENCY shall give STATE written notice of whether LOCAL AGENCY intends to enter into a new agreement with STATE for fire protection services and, if so, whether LOCAL AGENCY intends to change the level of fire protection services from that provided by this agreement.
- B. If LOCAL AGENCY fails to provide such notice, as defined in section 4.A., STATE shall have the option to extend this agreement for a period of up to one year from the original termination date and to continue providing services at the same or reduced level as STATE determines would be appropriate during the extended period of this agreement. Six months prior to the date of expiration of this agreement, STATE shall give written notice to LOCAL AGENCY of any extension of this agreement and any change in the level of fire protection services STATE will provide during the extended period of this agreement. Services provided and obligations incurred by STATE during an extended period shall be accepted by LOCAL AGENCY as services and obligations under the terms of this agreement.
- C. The cost of services provided by STATE during the extended period shall be based upon the amounts that would have been charged LOCAL AGENCY during the fiscal year in which the extended period falls had a new agreement been entered into. Payment by LOCAL AGENCY for services rendered by STATE during the extended period shall be as provided in section 9.B. of this agreement.

5. TERMINATION

- A. This agreement may be terminated at the option of either STATE or LOCAL AGENCY at any time during its term specified in paragraph 3 with or without cause, on giving one year written notice to the other party.

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- B. If LOCAL AGENCY fails to remit payments in accordance with any part of this agreement, STATE may terminate this agreement and all related services upon 60 days written notice to LOCAL AGENCY.
- C. Termination of this agreement does not relieve LOCAL AGENCY from providing STATE full compensation in accordance with terms of this agreement for services rendered.

6. MODIFICATION

- A. This agreement may be amended by mutual consent of LOCAL AGENCY and STATE.
- B. If during the term of this agreement LOCAL AGENCY shall desire a reduction in STATE civil service employees assigned to the organization provided for in Schedule A-4142, LOCAL AGENCY shall provide one hundred twenty (120) days written notice of the requested reduction. Proper notification shall include the following: (1) The total amount of reduction; (2) The firm effective date of the reduction; and (3) The number of employees, by classification, affected by a reduction. If such notice is not provided, LOCAL AGENCY shall reimburse STATE for relocation costs incurred by STATE because of the reduction. Personnel reductions resulting solely due to an increase in STATE employee salaries or STATE expenses occurring after signing this agreement and set forth in Schedule A to this agreement shall not be subject to relocation expense reimbursement by LOCAL AGENCY.
- C. If during the term of this agreement costs to LOCAL AGENCY set forth in any Schedule A to this agreement increase and LOCAL AGENCY cannot meet such increase without reducing services provided by STATE, LOCAL AGENCY shall within thirty (30) days of receipt of such Schedule notify STATE and designate which adjustments shall be made to bring costs to the necessary level. If such designation is not received by STATE within the period specified, STATE shall reduce services in its sole discretion to permit continued operation within available funds.

7. ADMINISTRATION

Under the requirements of California Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and firefighting services as outlined in Schedule B of this agreement.

- A. Director shall select and employ a Region Chief who shall, under the direction of the Director/Chief Deputy Director, manage all aspects of fire prevention and fire protection services and forestry-related programs in the specific Region.
- B. Director will select and employ a State Forest Officer referred to as Unit Chief who shall, under the supervision and direction of Director or a lawful representative, have charge of the organization described in Schedules A, B, and C attached hereto and made a part of this agreement.
- C. A county may appoint, with the concurrence of the Region Chief, the Unit Chief as the County Fire Warden pursuant to Government Code Sections 24008, 55606 and 55608, Public Contract Code Section 20811, or other applicable appointing authority. The LOCAL AGENCY may appoint the Unit Chief as the Fire Chief. The duty statement for this position is incorporated by reference into this agreement by a local board/council resolution.

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- D. The Unit Chief may dispatch personnel and equipment listed in Schedule A from the assigned station or location under guidelines established by LOCAL AGENCY and approved by STATE. Personnel and equipment listed in Schedule B may be dispatched at the sole discretion of STATE.

The Unit Chief shall exercise professional judgment consistent with STATE policy and his or her employment by STATE in authorizing or making any assignments to emergencies and other responses, including assignments made in response to requests for mutual aid.

- E. Except as may be otherwise provided for in this agreement, STATE shall not incur any obligation on the part of LOCAL AGENCY to pay for any labor, materials, supplies or services beyond the total set forth in the respective Schedules A and C, as to the services to be rendered pursuant to each Schedule.
- F. Nothing herein shall alter or amend or be construed to alter or amend any Collective Bargaining Agreement or Memorandum of Understanding between the State of California and its employees under the State Employer-Employee Relations Act.
- G. LOCAL AGENCY shall select and appoint a "Contract Administrator" who shall, under the supervision and direction of LOCAL AGENCY, be available for contract resolution or policy intervention with the California Department of Forestry and Fire Protection's Region Chief when, upon determination by the Region Chief, the Unit Chief acting as LOCAL AGENCY's Fire Chief under this agreement faces a situation in which a decision to serve the interest of LOCAL AGENCY has the potential to conflict with STATE interest or policy.

8. SERVICES BY STATE

Fire protection services to be provided by STATE shall include the following:

- A. STATE equipment, personnel and facilities described in attachments to this agreement; the operation and maintenance of equipment provided by LOCAL AGENCY; supervision of volunteer or other local fire forces.
- B. Fire protection services over and above those normally provided by STATE under Schedule B shall be provided at LOCAL AGENCY expense during the non-fire season.

9. PAYMENT FOR SERVICES

- A. LOCAL AGENCY shall pay STATE actual cost for fire protection services pursuant to this agreement an amount not to exceed that set forth in Schedule A for each fiscal year. STATE shall prepare a Schedule A each year which shall be the basis for payment for the entire fiscal year for which services are provided. The Schedules shall be attached and made part of this agreement.

Any other funds designated by LOCAL AGENCY to be expended under the supervision of or for use by a Unit Chief for fire protection services shall be set forth in Schedule C. This clause shall not limit the right of LOCAL AGENCY to make additional expenditures, whether under Schedule C or otherwise.

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- B. STATE shall invoice LOCAL AGENCY for the cost of fire protection services on a quarterly basis as follows:
- (1) For actual services rendered by STATE during the period of July 1 through September 30, by an invoice filed with LOCAL AGENCY on or after December 10.
 - (2) For actual services rendered by STATE during the period October 1 through December 31, by an invoice filed with LOCAL AGENCY on or after December 31.
 - (3) For actual services rendered by STATE during the period January 1 through March 31, by an invoice filed with LOCAL AGENCY on or after March 31.
 - (4) For the estimated cost of services during the period April 1 through June 30, by an invoice filed in advance with LOCAL AGENCY on or after March 1.
 - (5) A final statement shall be filed with LOCAL AGENCY by October 1 following the close of the fiscal year, reconciling the payments made by LOCAL AGENCY with the cost of the actual services rendered by STATE and including any other costs as provided herein, giving credit for all payments made by LOCAL AGENCY and claiming the balance due to STATE, if any, or refunding to LOCAL AGENCY the amount of any overpayment.
 - (6) All payments by LOCAL AGENCY shall be made within thirty (30) days of receipt of invoice from STATE, or within 30 days after the filing dates specified above, whichever is later.
 - (7) The STATE reserves the right to adjust the frequency of billing and payment to a monthly cycle with a thirty (30) day written notice to the LOCAL AGENCY when:
 - a. The Director predicts a cash flow shortage, or
 - b. When determined by the Region Chief, after consulting with the Unit Chief and the LOCAL AGENCY Contract Administrator, that the LOCAL AGENCY may not have the financial ability to support the contract at the contract level.
- C. Invoices shall include actual or estimated costs as provided herein of salaries and employee benefits for those personnel employed, charges for operating expenses and equipment and the administrative charge in accordance with Schedule A. When "contractual rates" are indicated, the rate shall be based on an average salary plus all benefits. "Contractual rates" means an all-inclusive rate established in Schedule A for total costs to STATE, per specified position, for 24-hour fire protection services during the period covered.

10. SUPPRESSION COST RECOVERY

As provided in Health and Safety Code (H&SC) Section 13009, STATE may bring an action for collection of suppression costs of any fire occurring on forest, range or nonresidential grasslands. When using LOCAL AGENCY equipment and personnel under the terms of this agreement, STATE may, on request of LOCAL AGENCY, bring such an action for collection of costs incurred by LOCAL AGENCY. In such a case LOCAL

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AGENCY appoints and designates STATE as its agent in said collection proceedings. In the event of recovery, STATE shall apportion to LOCAL AGENCY its pro-rata proportion of recovery, less the reasonable pro-rated costs including legal fees.

In all such instances, STATE shall give timely notice of the possible application of H&SC Section 13009 to the officer designated by LOCAL AGENCY.

11. MUTUAL AID

When rendering mutual aid or assistance as authorized in H&SC Sections 13050 and 13054, STATE may, on request of LOCAL AGENCY, demand payment of charges and seek reimbursement of LOCAL AGENCY costs for personnel, equipment and operating expenses as funded herein, under authority given by H&SC Sections 13051 and 13054. STATE, in seeking said reimbursement pursuant to such request of LOCAL AGENCY, shall represent LOCAL AGENCY by following the procedures set forth in H&SC Section 13052. Any recovery of LOCAL AGENCY costs, less expenses, shall be paid or credited to LOCAL AGENCY, as elected by LOCAL AGENCY.

In all such instances, STATE shall give timely notice of the possible application of H&SC Sections 13051 and 13054 to the officer designated by LOCAL AGENCY.

12. COST OF OPERATING AND MAINTAINING EQUIPMENT AND PROPERTY

The cost of maintaining, operating, and replacing any and all property and equipment, real or personal, furnished by the parties hereto for fire protection purposes, shall be borne by the party owning or furnishing such property or equipment unless otherwise provided for herein or by separate written agreement.

13. PROPERTY ACCOUNTING

All personal property provided by LOCAL AGENCY and by STATE for the purpose of providing fire protection services shall be marked and accounted for by the Unit Chief in such a manner as to conform to the regulations, if any, established by the parties for the segregation, care, and use of the respective properties.

14. INDEMNIFICATION

LOCAL AGENCY, to the extent permitted by law, agrees to indemnify, defend and save harmless the STATE, its officers, agents and employees from any and all claims for economic losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work services, materials or supplies in connection with any activities under Schedules A and C of this agreement; and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by STATE in the performance of any activities under Schedules A and C of this agreement, except where such injury or damage arose from the sole negligence or willful misconduct attributable to STATE or from acts not within the scope of duties to be performed pursuant to this agreement.

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STATE, to the extent permitted by law, agrees to indemnify, defend and save harmless the LOCAL AGENCY, it's officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work services, materials or supplies in connection with the performance of any activities under Schedule B of this agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by STATE in the performance of any activities under Schedule B of this agreement.

15. INSURANCE

The following does not apply to this DISPATCH ONLY AGREEMENT.

LOCAL AGENCY shall provide proof of insurance in a form acceptable to the STATE and at no cost to the State. If LOCAL AGENCY is insured and/or self-insured in whole or in part for any

losses, LOCAL AGENCY shall provide completed Schedule E and certificate of insurance , executed by a duly authorized officer of LOCAL AGENCY. If commercially insured in whole or in part, a certificate of such coverage executed by the insurer or its authorized representative shall be provided.

Said commercial insurance or self-insurance coverage of the Local Agency shall include the following:

- A. Any commercial insurance shall provide at least general liability for \$1,000,000 combined single limit per occurrence.
- B. The Department of Forestry and Fire Protection, State of California, and its officers, servants, and employees are included as additional insureds.
- C. The State shall receive thirty (30) days prior written notice of any cancellation or change to the policy at the following address:

California Department of Forestry and Fire Protection
Attention: Cooperative Fire Services
P.O. Box 944246
Sacramento, CA 94244-2460

16. WORKERS' COMPENSATION

The following does not apply to this DISPATCH ONLY agreement.

- A. Workers' Compensation and related benefits for those persons, whose use or employment is contemplated herein, shall be provided in the manner prescribed by California Labor Codes, State Interagency Agreements and other related laws, rules, insurance policies, collective bargaining agreements, and memorandums of understanding.
- B. The STATE Unit Chief administering the organization provided for in this agreement shall not use, dispatch or direct any temporarily employed persons, as described in Section 2B1, 2B2 and 2B4 above, on responses or training which are deemed to be the responsibility of LOCAL AGENCY,

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unless and until LOCAL AGENCY provides for Workers' Compensation benefits at no cost to STATE. In the event STATE is held liable, in whole or in part, for the payment of any Worker's Compensation claim or award arising from the injury or death of any such temporary worker, LOCAL AGENCY agrees to compensate STATE for the full amount of such liability.

- C. LOCAL AGENCY'S shall provide STATE proof of Worker's Compensation coverage and shall notify STATE of any cancellation and change of coverage in the same manner required in Section 15 C above.

17. VEHICLES

[] The following does not apply to this DISPATCH ONLY AGREEMENT.

- A. STATE-owned vehicles shall be operated and maintained in accordance with policies of STATE at rates listed in Schedule A.
- B. LOCAL AGENCY-owned firefighting vehicles shall meet and be maintained to meet minimum safety standards set forth in Title 49, Code of Federal Regulations; and Titles 8 and 13, California Code of Regulations.
- C. LOCAL AGENCY-owned vehicles that are furnished to the State shall be operated in accordance to LOCAL AGENCY policies. These vehicles shall be maintained in accordance with STATE policies. The cost of said vehicle maintenance and operation shall be at actual cost or at rates listed in Schedule D.

Schedule D is incorporated into this section if LOCAL AGENCY-owned vehicles listed in Schedule A are to be operated, maintained and repaired by STATE.

- D. In the case of LOCAL AGENCY-owned vehicles not included in Schedule A:
- (1) STATE shall conform to policies of LOCAL AGENCY in operation, use, care and maintenance of said vehicles.
 - (2) LOCAL AGENCY shall assume full responsibility for all costs associated with the acquisition, operation, use, care, maintenance and replacement of said vehicles.
- E. Except where LOCAL AGENCY would have no duty to indemnify STATE under Section 14 for all LOCAL AGENCY-owned vehicles operated or used by employees of STATE under this agreement, LOCAL AGENCY assumes full responsibility for all liabilities associated therewith in accordance with California Vehicle Code Sections 17000, 17001 et seq. STATE employees operating LOCAL AGENCY-owned vehicles shall be deemed employees of LOCAL AGENCY, as defined in Vehicle Code Section 17000.

Except where STATE would have no duty to indemnify LOCAL AGENCY under Section 14, LOCAL AGENCY employees who are under the supervision of the Unit Chief and operating STATE-owned motor vehicles, as a part of the duties and in connection with fire protection and other emergency services, shall be deemed employees of STATE, as defined in Vehicle Code Section

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17000 for acts or omissions in the use of such vehicles.

18. NOTICES

Notices required or permitted under this agreement shall be sent through U.S. Postal Service by certified mail. Notice shall be considered given upon deposit. Addresses for any such notices shall be:

For STATE:

California Department of Forestry
and Fire Protection
Attn: Cooperative Fire Services
P.O. Box 944246
Sacramento, CA 94244-2460

For LOCAL AGENCY:

Marcia Raines, Director
Environmental Services Agency
San Mateo County
455 County Center
Redwood City, CA 94063

And to the Unit Chief:

California Department of Forestry
and Fire Protection

San Mateo/Santa Cruz Ranger Unit

P.O. Drawer F-2
(Mailing Address)

Felton CA 95018
(City) (State) (Zip)

A change of address may be made in writing at any time by either party.

19. AUDITS

If this agreement is over \$10,000, the parties shall be subject to examination and audit of the STATE during the term of this agreement and, in accordance with Government Code section 8546.7, for a period of three (3) years after final payment under the agreement. Upon reasonable notice from STATE, LOCAL AGENCY shall make its records and books relating to this agreement available for management review and fiscal audit by STATE at any time up to three years following final payment. Examination and audit shall be confined to those matters connected with performance of the agreement including, but not limited to, cost of administering agreement.

Upon reasonable notice from LOCAL AGENCY, for a period of three years, STATE shall make its records

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and books relating to this agreement available for audit by LOCAL AGENCY at the office of the Director.

20. ENTIRE AGREEMENT

This agreement contains the whole agreement between the parties. It cancels and supersedes any previous agreement for the same or similar services.

DEPARTMENT OF FORESTRY
AND FIRE PROTECTION
UNIT CHIEF

By:

Signature

Printed Name

Title

DEPARTMENT OF FORESTRY
AND FIRE PROTECTION
REGION CHIEF

By:

Signature

Printed Name

Title

DEPARTMENT OF FORESTRY
AND FIRE PROTECTION
CDF DIRECTOR

By:

Signature

Printed Name

Deputy Director for Fire Protection
Title

LOCAL AGENCY NAME:

By:

Signature

Printed Name

Title

DEPARTMENT OF GENERAL SERVICES

By:

Signature

Printed Name

Title

SCHEDULE A-PRC 4142

SAN MATEO COUNTY
FISCAL YEAR 2000-2001
INDEX 1700

PCA 17710

THIS IS SCHEDULE A - 4142 OF THE COOPERATIVE AGREEMENT, DATED JULY 1, 2000
 BETWEEN STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION
 AND SAN MATEO COUNTY, A LOCAL AGENCY

X Original

Note: Reflects 4% salary increase on 9/1/2000

PERSONAL SERVICES

**Fire Control &
 Emergency Services
 (Safety Personnel)**

| | No. | Class. | Period | Mos. | Rate | Total Salary | Benefits @ 26.22% | Total |
|----------------|-----|---------------|-----------|------|---------|--------------|----------------------|-----------|
| Belmont FFS | 1 | FC Pmedic | 7/1-8/31 | 2 | \$4,325 | \$8,650 | \$2,263 | \$10,913 |
| | 1 | FC Pmedic | 9/1-6/30 | 10 | \$4,498 | \$44,980 | \$11,767 | \$56,747 |
| | 2 | FAE Pmedic | 7/1-8/31 | 4 | \$3,773 | \$15,092 | \$3,948 | \$19,040 |
| | 2 | FAE Pmedic | 9/1-6/30 | 20 | \$3,924 | \$78,478 | \$20,530 | \$99,008 |
| | 2 | Engineer | 7/1-8/31 | 4 | \$3,525 | \$14,100 | \$3,689 | \$17,789 |
| | 2 | Engineer | 9/1-6/30 | 20 | \$3,666 | \$73,320 | \$19,181 | \$92,501 |
| | 1 | FF II (P) 904 | 7/1-8/31 | 2 | \$3,337 | \$6,674 | \$1,746 | \$8,420 |
| | 1 | FF II (P) 904 | 9/1-6/30 | 10 | \$3,470 | \$34,705 | \$9,079 | \$43,784 |
| Skylonda FFS | 2 | Captain | 7/1-8/31 | 4 | \$4,059 | \$16,236 | \$4,247 | \$20,483 |
| | 2 | Captain | 9/1-6/30 | 20 | \$4,221 | \$84,427 | \$22,086 | \$106,513 |
| | 3 | FAE Pmedic | 7/1-8/31 | 6 | \$3,773 | \$22,638 | \$5,922 | \$28,560 |
| | 3 | FAE Pmedic | 9/1-6/30 | 30 | \$3,924 | \$117,718 | \$30,795 | \$148,513 |
| | 3 | Engineer | 7/1-8/31 | 6 | \$3,525 | \$21,150 | \$5,533 | \$26,683 |
| | 3 | Engineer | 9/1-6/30 | 30 | \$3,666 | \$109,980 | \$28,771 | \$138,751 |
| | 1 | FF II Pmedic | 7/1-8/31 | 2 | \$3,337 | \$6,674 | \$1,746 | \$8,420 |
| | 1 | FF II Pmedic | 9/1-6/30 | 10 | \$3,470 | \$34,705 | \$9,079 | \$43,784 |
| Cordilleras FS | 2 | Captain | 7/1-8/31 | 4 | \$4,059 | \$16,236 | \$4,247 | \$20,483 |
| | 2 | Captain | 9/1-6/30 | 20 | \$4,221 | \$84,427 | \$22,086 | \$106,513 |
| | 3 | FAE Pmedic | 7/1-8/31 | 6 | \$3,773 | \$22,638 | \$5,922 | \$28,560 |
| | 3 | FAE Pmedic | 9/1-6/30 | 30 | \$3,924 | \$117,718 | \$30,795 | \$148,513 |
| | 2 | FF II | 7/1-8/31 | 4 | \$3,089 | \$12,356 | \$3,232 | \$15,588 |
| | 2 | FF II | 9/1-6/30 | 20 | \$3,213 | \$64,251 | \$16,808 | \$81,059 |
| | 1 | Eng. LT(904) | 7/1-8/31 | 2 | \$3,525 | \$7,050 | \$1,844 | \$8,894 |
| | 1 | Eng. LT(904) | 9/1-6/30 | 10 | \$3,666 | \$36,660 | \$9,590 | \$46,250 |
| | 1 | FF II Pmedic | 7/1-8/31 | 2 | \$3,337 | \$6,674 | \$1,746 | \$8,420 |
| | 1 | FF II Pmedic | 10/1-6/30 | 10 | \$3,470 | \$34,705 | \$9,079 | \$43,784 |
| Pescadero FFS | 2 | Captain | 7/1-8/31 | 4 | \$4,059 | \$16,236 | \$4,247 | \$20,483 |
| | 2 | Captain | 9/1-6/30 | 20 | \$4,221 | \$84,427 | \$22,086 | \$106,513 |
| | 3 | FAE Pmedic | 7/1-8/31 | 6 | \$3,773 | \$22,638 | \$5,922 | \$28,560 |
| | 3 | FAE Pmedic | 9/1-6/30 | 30 | \$3,924 | \$117,718 | \$30,795 | \$148,513 |
| | 3 | Engineer | 7/1-8/31 | 6 | \$3,525 | \$21,150 | \$5,533 | \$26,683 |
| | 3 | Engineer | 9/1-6/30 | 30 | \$3,666 | \$109,980 | \$28,771 | \$138,751 |
| | 1 | FF II | 7/1-8/31 | 2 | \$3,089 | \$6,178 | \$1,616 | \$7,794 |
| | 1 | FF II | 9/1-6/30 | 10 | \$3,213 | \$32,126 | \$8,404 | \$40,530 |

SCHEDULE A-PRC 4142

Command/Support

| | | | | | | | | |
|------------------------------------|---|-------------|----------|----|---------|--------------------|------------------|--------------------|
| Division Chief | 1 | Asst. Chief | 7/1-8/31 | 2 | \$6,410 | \$12,820 | \$3,354 | \$16,174 |
| Division Chief | 1 | Asst. Chief | 9/1-6/30 | 10 | \$6,666 | \$66,664 | \$17,439 | \$84,103 |
| Battalion Chief | 3 | Bat. Chief | 7/1-8/31 | 6 | \$5,169 | \$31,014 | \$8,113 | \$39,127 |
| Battalion Chief | 3 | Bat. Chief | 9/1-6/30 | 30 | \$5,376 | \$161,273 | \$42,189 | \$203,462 |
| Paramedic Coordinator | 1 | FC Pmedic | 7/1-8/31 | 2 | \$4,325 | \$8,650 | \$2,263 | \$10,913 |
| Paramedic Coordinator | 1 | FC Pmedic | 9/1-6/30 | 10 | \$4,498 | \$44,980 | \$11,767 | \$56,747 |
| ECC Officer | 1 | Captain | 7/1-8/31 | 2 | \$4,059 | \$8,118 | \$2,124 | \$10,242 |
| ECC Officer | 1 | Captain | 9/1-6/30 | 10 | \$4,221 | \$42,214 | \$11,043 | \$53,257 |
| Training Officer | 1 | Captain | 7/1-8/31 | 2 | \$4,059 | \$8,118 | \$2,124 | \$10,242 |
| Training Officer | 1 | Captain | 9/1-6/30 | 10 | \$4,221 | \$42,214 | \$11,043 | \$53,257 |
| Fire Protection Planning | 1 | Captain | 7/1-8/31 | 2 | \$4,059 | \$8,118 | \$2,124 | \$10,242 |
| Fire Protection Planning | 1 | Captain | 9/1-6/30 | 10 | \$4,221 | \$42,214 | \$11,043 | \$53,257 |
| Totals for Safety Personnel | | | | | | \$1,979,090 | \$517,730 | \$2,496,819 |

**Support Services
(Non-Safety Personnel)**

| No. | Class. | Period | Mos. | Rate | Total Salary | Benefits @ 26.27% | Total | |
|-----------------------------------|------------|----------|------|---------|--------------|----------------------|-----------------|------------------|
| Fire Prevention | FPSII | 7/1-8/31 | 2 | \$3,535 | \$7,070 | \$1,857 | \$8,927 | |
| Fire Prevention | FPSII | 9/1-6/30 | 10 | \$3,676 | \$36,764 | \$9,658 | \$46,422 | |
| Vehicle Ops | HEM | 7/1-8/31 | 2 | \$3,864 | \$7,728 | \$2,030 | \$9,758 | |
| Vehicle Ops | HEM | 9/1-6/30 | 10 | \$4,019 | \$40,186 | \$10,557 | \$50,742 | |
| Clerical | OA Typing | 7/1-8/31 | 4 | \$2,370 | \$9,480 | \$2,490 | \$11,970 | |
| Clerical | OA Typing | 9/1-6/30 | 20 | \$2,465 | \$49,296 | \$12,950 | \$62,246 | |
| ECC Operator | Disp Clerk | 7/1-8/31 | 4 | \$2,882 | \$11,528 | \$3,028 | \$14,556 | |
| ECC Operator | Disp Clerk | 9/1-6/30 | 20 | \$2,997 | \$59,946 | \$15,748 | \$75,693 | |
| Totals for Misc. Personnel | | | | | | \$221,997 | \$58,319 | \$280,316 |

Planned 1/2 Time

| | | | | | | Benefits @ 4.61% | | |
|-------------------------------|----|--------------|----------|-----|-------|---------------------|-----------------|------------------|
| Sch. A Personnel | 3 | Bat. Chief | 7/1-8/31 | 6 | \$956 | \$5,736 | \$264 | \$6,000 |
| | 3 | Bat. Chief | 9/1-6/30 | 30 | \$994 | \$29,827 | \$1,375 | \$31,202 |
| | 2 | FC Pmedic | 7/1-8/31 | 4 | \$571 | \$2,284 | \$105 | \$2,389 |
| | 2 | FC Pmedic | 9/1-6/30 | 20 | \$594 | \$11,877 | \$548 | \$12,424 |
| | 9 | Captain | 7/1-8/31 | 18 | \$536 | \$9,648 | \$445 | \$10,093 |
| | 9 | Captain | 9/1-6/30 | 90 | \$557 | \$50,170 | \$2,313 | \$52,482 |
| | 11 | FAE Pmedic | 7/1-8/31 | 22 | \$498 | \$10,956 | \$505 | \$11,461 |
| | 11 | FAE Pmedic | 9/1-6/30 | 110 | \$518 | \$56,971 | \$2,626 | \$59,598 |
| | 9 | FAE | 7/1-8/31 | 18 | \$466 | \$8,388 | \$387 | \$8,775 |
| | 9 | FAE | 9/1-6/30 | 90 | \$485 | \$43,618 | \$2,011 | \$45,628 |
| | 3 | FF II Pmedic | 7/1-8/31 | 6 | \$441 | \$2,646 | \$122 | \$2,768 |
| | 3 | FF II Pmedic | 9/1-6/30 | 30 | \$459 | \$13,759 | \$634 | \$14,393 |
| | 3 | FF II | 7/1-8/31 | 6 | \$407 | \$2,442 | \$113 | \$2,555 |
| | 3 | FF II | 9/1-6/30 | 30 | \$423 | \$12,698 | \$585 | \$13,284 |
| Total Planned 1/2 Time | | | | | | \$261,020 | \$12,033 | \$273,053 |

| | | | | | | Benefits @ 26.22% | | |
|------------------------------|----|------------|----------|-----|---------|----------------------|---------|----------|
| Longevity Pay | | | 7/1-8/31 | 3 | \$2,500 | \$7,500 | \$1,962 | \$9,462 |
| | | | 9/1-6/30 | 10 | \$2,600 | \$26,000 | \$6,802 | \$32,802 |
| Educational Incentive | 19 | Perm. Emp. | 7/1-6/30 | 228 | \$75 | \$17,100 | \$4,473 | \$21,573 |

SCHEDULE A-PRC 4142

Total Longevity/Ed. Pay \$50,600 \$13,237 \$63,837

Extended Duty Pay

| | | | | | | | | |
|------------------------|---|-------------|----------|----|-------|---------|---------|---------|
| Division Chief (Sch A) | 1 | Asst. Chief | 7/1-8/31 | 2 | \$641 | \$1,282 | \$335 | \$1,617 |
| Division Chief (Sch A) | 1 | Asst. Chief | 9/1-6/30 | 10 | \$666 | \$6,660 | \$1,742 | \$8,402 |

Total Extended Duty Pay \$7,942 \$2,078 \$10,020

Benefits @

1.12%

Dispatch Clerk Night Differential Rate

| | | | | | | | | |
|----------------------|---|-------------|----------|----|------|---------|-----|---------|
| At 50 cents per hour | 1 | Disp. Clerk | 7/1-6/30 | 12 | \$87 | \$1,044 | \$0 | \$1,044 |
| At 40 cents per hour | 1 | Disp. Clerk | 7/1-8/31 | 12 | \$69 | \$828 | \$0 | \$828 |

Total Dispatch Differential \$1,872 \$0 \$1,872

Unplanned 1 1/2 Time

\$409,634 \$409,634

Totals \$2,932,155 \$603,396 \$3,535,551

Subtotal Pers. Services \$3,535,551

OPERATING EXPENSES

Communications

| | <u>No.</u> | <u>Type</u> | <u>Mos.</u> | <u>Rate</u> | | <u>Total</u> |
|---------------------|------------|-----------------|-------------|-------------|-------------------------------|--------------|
| Felton HQ | 1 | Telephone | 12 | \$333 | Contractual | \$3,996 |
| Felton HQ | 1 | " | 12 | \$150 | " | \$1,800 |
| Felton HQ CALNET | 1 | " | 12 | \$123 | " | \$1,476 |
| Felton HQ 800 1 | 1 | " | 12 | \$41 | " | \$492 |
| Felton HQ 800 2 | 1 | " | 12 | \$41 | " | \$492 |
| Pescadero FFS | 1 | " | 12 | \$100 | " | \$1,200 |
| Skylonda FFS | 1 | " | 12 | \$154 | " | \$1,848 |
| Training | 1 | " | 12 | \$31 | " | \$372 |
| Chiefs | 4 | Cellular | 12 | \$260 | " | \$3,120 |
| Fire Marshal | 2 | " | 12 | \$145 | " | \$1,740 |
| Training | 2 | " | 12 | \$90 | " | \$1,080 |
| State Radio Maint. | 0 | Mobiles | 0 | \$8.66 | Contractual | \$0 |
| | 3 | Base Station | 18 | \$33.26 | Contractual | \$599 |
| | 0 | Handi-talkie | 0 | \$2.27 | Contractual | \$0 |
| County Radio Maint. | 37 | Mobile | 444 | \$8.65 | \$103.81 Contractual per Year | \$3,841 |
| | 33 | Handie-Talkie | 396 | \$2.27 | \$27.25 Contractual per Year | \$899 |
| | | Tech time (hrs) | 0 | \$86.00 | | \$0 |

Subtotal Communications \$22,955

Travel

| | |
|---|---------|
| County Business | \$8,000 |
| Out-of-State Travel (USAR Contingency) | \$600 |
| Out-of-State Travel (National Fire Academy) | \$1,000 |

Subtotal Travel \$9,600

Facilities

| | | |
|-------------|----------------------|---------|
| Belmont | Supplies/maintenance | \$1,000 |
| Skylonda | " | \$1,000 |
| Cordilleras | " | \$1,000 |
| Pescadero | " | \$1,000 |

Subtotal Facilities \$4,000

Utilities

| | | |
|-----------|------------------------|---------|
| Belmont | Electricity (pro rata) | \$6,600 |
| Pescadero | " | \$3,000 |

SCHEDULE A-PRC 4142

| | | | | | |
|---------------------|----------------|--|--|--|----------|
| Skylonda | " | | | | \$3,600 |
| Felton Headquarters | " | | | | \$3,600 |
| Belmont | LPG (pro rata) | | | | \$2,400 |
| Subtotal Utilities | | | | | \$19,200 |

Consultant & Professional Services - Interdepartmental

| | | | | | |
|---|---|-----|-------|-------------------------|-------|
| Comm. Driver's Lic. Holder Drug and Alcohol Testing | 1 | HEM | \$368 | Subtotal C & P Services | \$368 |
|---|---|-----|-------|-------------------------|-------|

Personal Care

| | | Months | | | Benefits @ | | |
|-------------------|----|---------------------------|-------|----------|------------|----------|---------|
| | | | | | 4.61% | | |
| Uniform Allowance | 2 | Full-time wearers (DC/BC) | \$830 | \$1,660 | \$77 | \$1,737 | |
| " | 37 | Full-time wearers* | \$830 | \$30,710 | \$1,416 | \$32,126 | |
| " | 2 | Seasonal (2/12 mon) | 24 | \$69 | \$1,656 | \$76 | \$1,732 |

*Includes 2 non-sup. BC

| | | | | | Benefits @ | | |
|--------------------------|---|---------------------------|-------|-------|------------|-------|-------|
| | | | | | 0.00% | | |
| " | 1 | Full time wearer (FPS II) | \$830 | \$830 | \$0 | \$830 | |
| " | 1 | HEM | \$434 | \$434 | \$0 | \$434 | |
| " | 2 | Disp Clrk | \$405 | \$810 | \$0 | \$810 | |
| Prot. Clothing Allowance | 1 | HEM Prot. Clothing | 0 | \$9 | \$0 | \$0 | |
| Tool Allowance | 1 | HEM Tool Allowance | | \$525 | \$525 | \$0 | \$525 |

| | | | | | |
|---------------------------|--------------------------------|--|--|--|----------|
| Foodstuffs | All Stations | | | | \$6,028 |
| " | Training | | | | \$500 |
| Quartermen & Housekeeping | All Stations | | | | \$1,100 |
| Laundry | All Stations | | | | \$1,470 |
| Safety Gear | All Stations (Service Centers) | | | | \$2,000 |
| Subtotal Personal Care | | | | | \$49,292 |

Vehicles

| | | | | | |
|-------------------|----|------------------------------|----------------|--------|----------|
| County Owned | 43 | Engines and Support Vehicles | Actual Expense | | \$97,000 |
| State owned | 1 | Engines | 0 | \$350 | \$0 |
| " | 3 | Pickups | 0 | \$0.31 | \$0 |
| Subtotal Vehicles | | | | | \$97,000 |

Miscellaneous

| | | | | | |
|------------------|----------------|--|--|---------|---------|
| Postage | Felton HQ | | | | \$2,250 |
| " | All Stations | | | | \$1,000 |
| Equipment Rental | All Stations | | | | \$500 |
| Printing | Service Center | | | | \$2,000 |
| General Expense | Belmont | | | \$4,050 | |
| " | Cordilleras | | | \$1,700 | |

SCHEDULE A-PRC 4142

| | | | |
|-----------|---------------------|---|--------------------|
| " | Palomar Park (Vol.) | \$1,000 | |
| " | Skylonda | \$2,500 | |
| " | Pescadero | \$2,500 | |
| " | Middleton (Vol.) | \$1,000 | |
| " | Loma Mar (Vol.) | \$1,000 | |
| " | Kings Mt. (Vol.) | \$2,000 | |
| " | La Honda (Vol.) | \$2,000 | |
| " | Saratoga Summit | \$500 | |
| " | Service Center | \$4,000 | |
| " | Shop | \$2,000 | |
| " | ECC | \$500 | |
| " | Fire Marshal | \$500 | |
| " | Admin. (Reserve) | \$2,750 | |
| | | | |
| | | Subtotal General Expense | \$28,000 |
| | | | |
| | | Subtotal Miscellaneous | \$33,750 |
| | | | |
| | | <u>Subtotal Operating Expenses</u> | <u>\$236,164</u> |
| | | | |
| | | Total Personal Service and Operating Expense | \$3,771,715 |
| | | | |
| | | Administrative Charge 11.13% | \$419,792 |
| | | | |
| | | Subtotal Schedule A | \$4,191,507 |
| | | | |
| | | Facility Operations - Contractual | |
| | | Rent - Buildings & Grounds Non-State Owned Credit | (\$18,000) |
| | | | |
| | | Grand Total Schedule A | \$4,173,507 |
| | | | |
| Total PM= | 532 | | |
| PY= | 44.3 | | |

12-Mar-01 :Date Run

SCHEDULE B

NAME OF LOCAL AGENCY COUNTY OF SAN MATEO

This is Schedule B of Cooperative Agreement originally dated July 1, 2000 and between the Department of Forestry and Fire Protection of the State of California and LOCAL AGENCY.

Original Amendment for Fiscal Year 2000 Not Applicable

| | |
|------|--|
| 1 | Ranger Unit Chief |
| 2 | Division Chiefs |
| 4 | Battalion Chiefs |
| 1 | Battalion Chief-Training |
| 1 | Battalion Chief-Prevention |
| 1 | Battalion Chief-Dispatch |
| 3 | Fire Captains-Dispatch |
| 1 | Fire Captain-Prevention |
| 1 | Fire Captain-Pre-fire Engineering |
| 1 | Fire Prevention Specialist II (6 months) |
| 1 | Forestry Equipment Manager |
| 4 | Heavy Fire Equipment Operators |
| 1 | Forestry Logistics Officer |
| 1 | Dispatch Clerk (6 months) |
| 1.5 | Office Assistant |
| 1 | Personnel Services Specialist |
| 1 | Accounting Technician |
| 23 | Fire Captains |
| 2 | Fire Captains (6 months) |
| 4 | Fire Apparatus Engineers |
| 0.6 | Fire Apparatus Engineers (2 @ 3.5 months each) |
| 43.2 | Firefighters I (5 months) |
| 1 | Forester II |
| 3 | Foresters I |

Stations and Engine Crews

| | | | |
|---------|-----------|---------------|-----------------|
| Belmont | Big Creek | Burrell | Corralitos |
| Felton | Pescadero | Jamison Creek | Saratoga Summit |
| Soquel | Skylonda | | |

Ben Lomond Youth Conservation Camp

| | |
|----|--------------------------|
| 1 | Division Chief |
| 10 | Fire Captains |
| 1 | Heavy Equipment Mechanic |
| 1 | Office Technician |

Soquel Demonstration State Forest

| | |
|-----|-----------------------|
| 1 | Forester II |
| 1 | Forestry Assistant II |
| 0.5 | Office Assistant |

Schedule C

June 12, 2000

SAN MATEO COUNTY FIRE DEPARTMENT
Fiscal Year 2000 - 2001

Organization Number 35800
Account Number & Description

SERVICES AND SUPPLIES

| | | |
|--|----------|-----------------|
| 5121 Safety Clothing | | \$22,000 |
| Turnouts (Replacement/New Personnel-All) | \$18,000 | |
| Fire Helmets (Replacement/New Personnel-All) | \$2,000 | |
| Turnout Boots (Replacement/New Personnel-All) | \$1,000 | |
| Boot Allowance (Volunteer Companies) | \$1,000 | |
| 5162 Photo Supplies - Fire Marshal | | \$500 |
| 5165 Medical/Dental Supplies | | \$12,000 |
| Supplies A.L.S. Companies | \$8,000 | |
| Supplies B.L.S. (Volunteer Companies) | \$4,000 | |
| 5169 Immunizations (All Personnel) | | \$0 |
| 5171 Clinical Expenses (Volunteer Physicals) | | \$3,000 |
| 5191 Outside Printing & Copy Srv. | | \$2,000 |
| 5193 General Office Supplies | | \$2,000 |
| 5195 Subscriptions | | \$1,500 |
| Fire Marshal's Office | \$1,000 | |
| Administration | \$100 | |
| Paid Companies | \$200 | |
| Volunteer Companies | \$200 | |
| 5196 Photo Copier Leases | | \$14,000 |
| Station 21 | \$1,000 | |
| Station 17 | \$5,000 | |
| Station 18 | \$1,000 | |
| Station 58 | \$1,000 | |
| Station 59 | \$1,000 | |
| Training | \$5,000 | |
| 5212 Computer Equipment <\$3,000 | | \$5,000 |
| 5232 Professional Tools/Equipment (All Companies) | | \$5,000 |
| 5234 Office Furniture/Equipment | | |
| Station 18 | | \$20,000 |
| 5332 Professional Organizations | | \$8,000 |
| Fire Marshal | \$500 | |
| Training | \$750 | |
| Chiefs Associations | \$750 | |
| C.S.F.A. (Volunteer Program) | \$6,000 | |
| 5424 Radio Maintenance | | \$5,000 |
| Pager Repairs (Volunteers) | \$1,500 | |

| | | |
|---|----------|-----------------|
| Base Station Repairs (T.E.A. Contract) | \$1,600 | |
| Mobile Installations, Repairs | \$1,400 | |
| Replacement Supplies | \$1,000 | |
| Microwave - Recurring | \$500 | |
| 5428 Misc. Repairs, Equipment | | \$21,500 |
| Breathing Apparatus Maintenance | \$5,000 | |
| Fire Equipment (Miscellaneous) | \$5,000 | |
| Mobile Equipment | \$5,000 | |
| Shop Laundry | \$2,500 | |
| Amkus Tool Maintenance | \$2,000 | |
| Turnout Maintenance | \$2,000 | |
| 5455 General Maintenance, Structures | | \$25,000 |
| Point of Service | \$15,000 | |
| General | \$10,000 | |
| 5517 Miscellaneous Rents and Leases | | \$4,400 |
| Pitney Bowes Postage Meter | \$2,400 | |
| Address Program - Fire Marshal | \$2,000 | |
| 5631 PG&E | | \$7,200 |
| Cordilleras | \$4,800 | |
| Loma Mar | \$2,400 | |
| 5632 Liquid Propane Gas | | \$6,000 |
| Skylonda | \$3,000 | |
| Pescadero | \$3,000 | |
| 5634 Disposal | | \$5,650 |
| Cordilleras | \$800 | |
| Skylonda | \$1,500 | |
| Belmont | \$2,000 | |
| Pescadero | \$800 | |
| Medical Waste (All Stations) | \$550 | |
| 5635 Water | | \$5,650 |
| Belmont | \$1,150 | |
| Pescadero | \$1,500 | |
| Skylonda | \$2,000 | |
| Cordilleras | \$1,000 | |
| 5724 Travel-Business | | \$2,000 |
| 5733 Training & Education | | \$20,000 |
| Tuitions - All Personnel | \$5,000 | |
| Instructors' Pay | \$4,000 | |
| Materials and Supplies | \$3,000 | |

| | |
|-----------------------------------|---------|
| Paramedics - Continuing Education | \$4,000 |
| Training Conferences | |
| Fire/Rescue West | \$1,500 |
| Paid \$750 | |
| Volunteer \$750 | |
| Hunter - Liggett Wildland Drill | \$1,500 |
| Volunteer \$1,500 | |
| Live Fire C.D.F. / Modesto | \$1,000 |
| Volunteer \$1,000 | |

5815 Contract-Fire Protection

\$4,290,538

| | |
|---|-------------|
| Personnel - Regular Pay - Extra Help | \$30,000 |
| (Volunteer Training Stipend) | |
| Professional Services (Sched. A) | \$4,207,836 |
| Contract-Critical Incident Stress | \$3,000 |
| Volunteer Length of Service Benefit | \$20,702 |
| Projects (Cordilleras exhaust & paving) | \$29,000 |

5858 Other Professional Contract

5969 Other Special Departmental Expense

\$65,200

| | |
|--|----------|
| Pagers 10 Ea. Replacement (Volunteers) | \$5,000 |
| Fire Hose, Replacement (All Companies) | \$15,000 |
| Breathing Apparatus Upgrade | \$20,000 |
| Replace Furniture - Sta. 58 & 59 | \$10,100 |
| Smoke Blower - Sta. 59 | \$1,600 |
| Commercial Fridge - Sta. 17 | \$2,500 |
| Refridgerator - Sta. 59 | \$1,000 |
| Fire Equipment Company - 218 | \$2,500 |
| Swift Water Equipt. | \$2,500 |
| Miscellaneous | \$5,000 |

Services & Supplies Subtotal

\$4,553,138

OTHER CHARGES

6265 Other Contributions

\$139,500

| | |
|---------------------|----------|
| Redwood City | \$15,835 |
| Burlingame | \$85,577 |
| South San Francisco | \$14,246 |
| Net 6 | \$23,842 |

6711 Radio Charges

\$1,500

6712 Telephone

\$20,000

| | |
|----------------------|---------|
| Belmont Station | \$5,000 |
| Cordilleras | \$2,700 |
| Palomar (Volunteer) | \$340 |
| Loma Mar (Volunteer) | \$360 |

| | | |
|-------------------------------|----------|---------|
| Comm Lines | | \$6,600 |
| Z-Trons (234.271.8837) | \$ 2,200 | |
| Control 1 (234.271.9274) | \$ 2,200 | |
| Felton ECC (236.271.5654) | \$ 2,200 | Printer |
| Miscellaneous Repairs | | \$1,000 |
| Paramedic Cell Phones (6 ea.) | | \$2,500 |
| Phone Pagers (12 ea.) | | \$1,500 |

6716 Rents and Leases **\$6,000**

| | |
|---|---------|
| Cordilleras Fire Station (Mobile Modular) | \$6,000 |
|---|---------|

6717 Motor Vehicle Services **\$500**

6724 Auto Liability **\$19,644**

| | |
|--------------------------|--|
| Volunteer Owned Vehicles | |
| County Owned Vehicles | |

6725 General Liability (Volunteers) **\$6,496**

6728 Property Insurance **\$6,217**

Other Charges Subtotal **\$199,857**

FIXED ASSETS

7211 Fixed Assets-Structural improvements **\$55,000**
Sta - 18 (Re-Allocation)

7311 Fixed Assets-Equipment **\$45,000**

| | |
|-------------------------------|----------|
| Utility Vehicle (Replacement) | \$25,000 |
| Amkus Tool (Replacement) | \$20,000 |

Fixed Assets Subtotal **\$100,000**

GRAND TOTAL **\$4,852,995**

INDEX 1700 PCA 17730

THIS IS A SCHEDULE A-4142 OF THE COOPERATIVE AGREEMENT, DATED JULY 1, 2000
 BETWEEN THE STATE OF CALIFORNIA, DEPARTMENT OF FORESTRY AND FIRE PROTECTION
 AND SAN MATEO COUNTY, A LOCAL AGENCY

Note: Reflects 4% salary increase effective 9/1/2000

X Original

PERSONAL SERVICES

| Fire Control & Emergency Services | No. | Class. | Period | Mos. | Rate | Total Salary | Benefits @ 26.16% | Total |
|-----------------------------------|-----|----------|----------|------|---------|--------------|-------------------|-----------|
| Belmont FFS | 1 | Captain | 7/1-8/31 | 2 | \$4,059 | \$8,118 | \$2,124 | \$10,242 |
| | 1 | Captain | 9/1-6/30 | 10 | \$4,221 | \$42,214 | \$11,043 | \$53,257 |
| Salaries | 1 | FC(P) | 7/1-8/31 | 2 | \$4,325 | \$8,650 | \$2,263 | \$10,913 |
| | 1 | FC(P) | 9/1-6/30 | 10 | \$4,498 | \$44,980 | \$11,767 | \$56,747 |
| | 3 | FAE(P) | 7/1-8/31 | 6 | \$3,773 | \$22,638 | \$5,922 | \$28,560 |
| | 3 | FAE(P) | 9/1-6/30 | 30 | \$3,924 | \$117,718 | \$30,795 | \$148,513 |
| | 3 | Engineer | 7/1-8/31 | 6 | \$3,525 | \$21,150 | \$5,533 | \$26,683 |
| | 3 | Engineer | 9/1-6/30 | 30 | \$3,666 | \$109,980 | \$28,771 | \$138,751 |
| | 2 | FF II | 7/1-8/31 | 4 | \$3,089 | \$12,356 | \$3,232 | \$15,588 |
| | 2 | FF II | 9/1-6/30 | 20 | \$3,213 | \$64,251 | \$16,808 | \$81,059 |

| Planned 1/2 Time | No. | Class. | Period | Mos. | Rate | Total Salary | Benefits @ 4.61% | Total |
|------------------|-----|----------|----------|------|-------|--------------|------------------|----------|
| | 1 | Captain | 7/1-8/31 | 2 | \$536 | \$1,072 | \$49 | \$1,121 |
| | 1 | Captain | 9/1-6/30 | 10 | \$557 | \$5,574 | \$257 | \$5,831 |
| | 1 | FC(P) | 7/1-8/31 | 2 | \$571 | \$1,142 | \$53 | \$1,195 |
| | 1 | FC(P) | 9/1-6/30 | 10 | \$594 | \$5,938 | \$274 | \$6,212 |
| | 3 | FAE(P) | 7/1-8/31 | 6 | \$498 | \$2,988 | \$138 | \$3,126 |
| | 3 | FAE(P) | 9/1-6/30 | 30 | \$518 | \$15,538 | \$716 | \$16,254 |
| | 3 | Engineer | 7/1-8/31 | 6 | \$466 | \$2,796 | \$129 | \$2,925 |
| | 3 | Engineer | 9/1-6/30 | 30 | \$485 | \$14,539 | \$670 | \$15,209 |
| | 2 | FF II | 7/1-8/31 | 4 | \$407 | \$1,628 | \$75 | \$1,703 |
| | 2 | FF II | 9/1-6/30 | 20 | \$423 | \$8,466 | \$390 | \$8,856 |

| Longevity Pay | No. | Class. | Period | Mos. | Rate | Total Salary | Benefits @ 26.16% | Total |
|------------------------------|-----|------------|----------|------|-------|--------------|-------------------|---------|
| | | | 7/1-8/31 | 2 | \$500 | \$1,000 | \$262 | \$1,262 |
| | | | 9/1-6/30 | 10 | \$520 | \$5,200 | \$1,360 | \$6,560 |
| Educational Incentive | 8 | Perm. Emp. | 7/1-6/30 | 12 | \$75 | \$7,200 | \$1,884 | \$9,084 |

Unplanned 1 1/2 Time \$ 83,423 \$0 \$83,423

Totals \$608,559 \$124,514 \$733,073

Subtotal Personal Services \$733,073

OPERATING EXPENSES

SCHEDULE A-PRC 4142

Travel Expenses

Subtotal Travel Expenses \$6,000

Personal Care

| No. | Type | Mos. | Rate | Benefits @ 4.61% | Total |
|-----|-------------------|------|-------|---------------------|---------|
| 10 | Full-time wearers | | \$830 | \$383 | \$8,683 |
| | Belmont FFS | | | | \$3,210 |

Subtotal Personal Care \$11,893

Subtotal Op. Expenses \$17,893

Total Personal Services and Operating Expenses \$750,965
Administrative Charge 11.13% \$83,582

Grand Total Schedule A \$834,548

SCHEDULE B

NAME OF LOCAL AGENCY COUNTY OF SAN MATEO

This is Schedule B of Cooperative Agreement originally dated July 1, 2000 and between the Department of Forestry and Fire Protection of the State of California and LOCAL AGENCY.

Original Amendment for Fiscal Year Not Applicable

- 1 Ranger Unit Chief
- 2 Division Chiefs
- 4 Battalion Chiefs
- 1 Battalion Chief-Training
- 1 Battalion Chief-Prevention
- 1 Battalion Chief-Dispatch
- 3 Fire Captains-Dispatch
- 1 Fire Captain-Prevention
- 1 Fire Captain-Pre-fire Engineering
- 1 Fire Prevention Specialist II (6 months)
- 1 Forestry Equipment Manager
- 4 Heavy Fire Equipment Operators
- 1 Forestry Logistics Officer
- 1 Dispatch Clerk (6 months)
- 1.5 Office Assistant
- 1 Personnel Services Specialist
- 1 Accounting Technician
- 23 Fire Captains
- 2 Fire Captains (6 months)
- 4 Fire Apparatus Engineers
- 0.6 Fire Apparatus Engineers (2 @ 3.5 months each)
- 43.2 Firefighters I (5 months)
- 1 Forester II
- 3 Foresters I

Stations and Engine Crews

| | | | |
|---------|-----------|---------------|-----------------|
| Belmont | Big Creek | Burrell | Corralitos |
| Felton | Pescadero | Jamison Creek | Saratoga Summit |
| Soquel | Skylonda | | |

Ben Lomond Youth Conservation Camp

- 1 Division Chief
- 10 Fire Captains
- 1 Heavy Equipment Mechanic
- 1 Office Technician

Soquel Demonstration State Forest

- 1 Forester II
- 1 Forestry Assistant II
- 0.5 Office Assistant

Schedule C

San Mateo County Fire Department
 Fiscal Year 2000 - 2001
 County Service Area # 1
 Org. Number 35600

April 14, 2000

Account Number & Description

| | | |
|------|---|-----------|
| 5121 | Clothing Supplies | \$2,500 |
| 5165 | Other Medical/Dental/Lab Supplies | \$1,000 |
| 5232 | Other Special Tools/Equip. | \$1,000 |
| 5733 | Training and Education | \$4,500 |
| 5815 | Contract/Fire Prot.** (See Schedule A Detail) | \$850,000 |
| 5969 | Other Special Dept. Expense | \$1,500 |
| 6712 | Telephone | \$1,000 |
| | Belmont Telephone | |
| | Emergency Line | ##### |

| | |
|--------------------|-----------|
| Subtotal Operating | \$861,500 |
|--------------------|-----------|

FIXED ASSETS

| | |
|-------------------------------|----------|
| 7312 Fixed Assets - Equipment | |
| Exercise Equipment | \$10,000 |

Total Operating and Personnel**\$871,000**

SCHEDULE D

NAME OF LOCAL AGENCY COUNTY OF SAN MATEO

Schedule D is made a part of this agreement originally dated July 1, 2000 between the STATE and LOCAL AGENCY.

Original Amendment for Fiscal Year Not Applicable

Section 17.C VEHICLES, is expanded to include the following description of maintenance responsibilities and procedures for LOCAL AGENCY-owned vehicles which are listed in Schedule A. Categories are "Flat Rate", "Mileage Rate", and "Actual Cost".

C. (1) For all vehicles for which a monthly "Flat Rate" is shown, (this category excludes all surveyed Department of Forestry and Fire Protection vehicles, vehicles obtained through federal surplus, fire apparatus built on commercial chassis over 15 years old and fire apparatus built on custom chassis over 20 years old - age is based on chassis production year.)

State shall:

- a. Provide fuel, oil, lubrication, batteries, tires and tubes.
- b. Repair, exchange or replace when necessary accessory motors, hoses, pumps, spotlights, sirens, fire extinguishers and all other accessories affixed to or supplied when said vehicles were accepted by the STATE for operation under Schedule A, excepting equipment or accessories not common to the use of the STATE and radio installations originally provided by the LOCAL AGENCY. All such equipment provided and installed by the STATE shall become the property of the LOCAL AGENCY and the replaced equipment removed shall become the property of the STATE.
- c. Make such reasonable repairs to said vehicles (not including painting) as may be necessary to keep the vehicles in operating condition; provided, however, that the STATE may cease to make further repairs on any vehicles when the STATE determines that the repair costs during the period of this agreement shall exceed \$10,000 for any one occurrence, or will exceed the market value of the vehicle. In the event the STATE determines that a vehicle is not fit for further use because of obsolescence, deterioration or damage, the STATE shall not be required to repair the vehicle or maintain it in use. Upon such determination, the STATE shall immediately so advise the LOCAL AGENCY, and the LOCAL AGENCY shall have the option of replacing said vehicle or STATE shall discontinue the particular service.

(2) For all passenger and service vehicles for which a "Mileage Rate" is shown, STATE shall:

- a. Provide fuel, oil, lubrication, batteries and tires.
- b. Make such reasonable repairs to said vehicles as may be necessary to keep the vehicles in operating condition; provided, however, that the STATE may cease to make further repairs on any vehicles when the potential repair costs are not reasonable considering the vehicle age, market value and other pertinent factors. Upon such determination, the STATE shall immediately so notify the LOCAL AGENCY and the LOCAL AGENCY shall have the option of replacing said vehicle or STATE shall discontinue the particular service.

SCHEDULE D (CONTINUED)

- (3) For all vehicles listed under the heading "Flat Rate" or "Mileage Rate", LOCAL AGENCY shall assume accident repairs in excess of \$2,000 per occurrence.
- (4) For all vehicles listed under the heading "Actual Cost", the STATE shall operate, maintain, and repair said vehicles at the STATE'S actual cost.
- (5) LOCAL AGENCY-owned vehicles to be maintained pursuant to this section are listed below by category and are described by year model, "Rate Letter" type, and license number.

| <u>Category</u> | <u>Year Model</u> | <u>Type</u> | <u>License Number</u> |
|-----------------|-------------------|-------------|-----------------------|
|-----------------|-------------------|-------------|-----------------------|

SEE ATTACHED LIST-ALL VEHICLES ARE ACTUAL COST

SAN MATEO VEHICLE LIST

| <u>CO#</u> | <u>LIC#</u> | <u>RADIO</u> | <u>YR</u> | <u>MAKE</u> | <u>MODEL</u> | <u>LOCATION</u> |
|------------|-------------|--------------|-----------|-------------|--------------|-----------------|
| COX4R | 101591 | E-117 | 88 | OTTAWA | FTH-1500 | BELMONT S17 |
| COX6 | 369523 | E-18 | 92 | KME | FTH-1500 | CORDILLERAS S18 |
| COX7 | 448075 | E-59 | 83 | FORD | FTH-1250 | PESCADERO S59 |
| COX8R | 462503 | E-158 | 84 | INT/BK | FTH-1250 | SKYLONDA S58 |
| COX10 | 462502 | E-53 | 84 | INT/BK | FTH-1250 | HONOR CAMP |
| COX13 | 492790 | S-58 | 88 | DODGE | D-350 | SKYLONDA S58 |
| COX15 | 652589 | WT-58 | 75 | INTNL | WT-2500 | SKYLONDA S58 |
| COX16 | 042481 | T-1751 | 96 | DODGE | 4X4 PU | ROUNDS |
| COX17 | 018002 | E-17 | 95 | SPARTN | FTH-1500 | BELMONT S17 |
| COX18 | 033674 | D-1703 | 96 | FORD | SEDAN | VELASQUEZ |
| COX19 | 346444 | T-1753 | 92 | FORD | 4X4 WGN | BISBEE |
| COX20R | 293138 | RES-17 | 93 | GMC | RESCUE | HALF MOON BAY |
| COX21 | 293139 | MED 56 | 93 | GMC | RESCUE | PESCADERO S59 |
| COX22 | 017268 | P-1722 | 95 | GMC | 4X4 PU | TOOKER S17 |
| COX24 | 043238 | B-1711 | 96 | FORD | 4X4 WGN | LANDUYT S17 |
| COX25 | 043237 | B-1717 | 96 | FORD | 4X4 WGN | |
| COX28 | 990102 | RES-56 | 97 | FORD | RESCUE | KINGS MTN C56 |
| COX29 | 345165 | PTL-56 | 92 | FORD | 4X4 F250 | KINGS MTN C56 |
| COX31 | 492717 | WT-57 | 79 | FORD | WT-3000 | LA HONDA C57 |
| COX32 | 448057 | WT-56 | 79 | FORD | WT-1200 | KINGS MTN C56 |
| COX34 | 492699 | WT-59 | 79 | FORD | WT-3000 | PESCADERO S59 |
| COX36 | 293137 | RES-57 | 94 | GMC | RESCUE | LA HONDA C57 |
| COX37 | 107162 | E-218 | 90 | INTNL | FTH-500 | BELMONT S17 |
| COX40 | 202782 | E-57 | 88 | INTNL | FTH-500 | LA HONDA C57 |
| COX41 | NONE | NONE | 68 | BAKER | FORKLIFT | BELMONT S17 |
| COX44 | 209201 | E-55 | 88 | INTNL | FTH-1000 | LOMA MAR C55 |
| COX45 | 346252 | E-21 | 90 | FORD | FTH-1000 | SAR-SUMMIT S21 |
| COX48 | 293095 | NONE | 94 | GMC | VAN | FIRE SAFE |
| COX49 | 009958 | NONE | 94 | FORD | VAN | FIRE SAFE |
| COX50 | 017240 | ATK-54 | 91 | CHEVY | FST-ATK | MIDDLETON TRK |
| COX55 | 755024 | E-257 | 80 | INTNL | FTH-250 | LA HONDA C57 |
| COX56 | 988747 | R-1731 | 97 | FORD | REPAIR | BELMONT S17 |
| COX57 | 1010109 | E-58 | 97 | PIERCE | FTH-1250 | SKYLONDA S58 |
| COX58 | 1010179 | E-56 | 97 | PIERCE | FTH-1250 | KINGS MTN C56 |
| COX60 | 1013889 | E-217 | 98 | PIERCE | FTH-1500 | BELMONT S17 |
| COX61 | 915168 | NONE | 99 | CARSON | TRAILER | HONOR CAMP |
| COX62 | 1057894 | B-1719 | 01 | DODGE | 4X4 PU | BISCAY S17 |
| OES | 830068 | OES 173 | 73 | INTNL | FTH-1000 | CORDILLERAS S18 |

REVISED 11/9/00

SCHEDULE E

SELF-INSURANCE CERTIFICATION BY LOCAL AGENCY
FOR
TORT LIABILITY

NAME OF LOCAL AGENCY COUNTY OF SAN MATEO

This is to certify that LOCAL AGENCY has elected to be self-insured under the self-insurance provision provided in section 15.

By:

Priscilla Morse

Priscilla Morse

Printed Name

Signature

Risk Manager

Title

SELF-INSURANCE CERTIFICATION BY LOCAL AGENCY
FOR
WORKER'S COMPENSATION BENEFITS

This is to certify that LOCAL AGENCY has elected to be self-insured for Workers' Compensation benefits which comply with Labor Code Section 3700 as provided in section 16.

By:

Priscilla Morse

Priscilla Morse

Printed Name

Signature

Risk Manager

Title

SELF-INSURANCE CERTIFICATION BY LOCAL AGENCY
FOR
LOCAL AGENCY-OWNED VEHICLES

This is to certify that LOCAL AGENCY has elected to be self-insured for local agency-owned vehicles under the self-insurance provision provided in section 15.

By:

Priscilla Morse

Priscilla Morse

Printed Name

Signature

Risk Manager

Title

COUNTY FIRE WARDEN/FIRE MARSHAL

DEFINITION

Under the direction of the San Mateo County Board of Supervisors and the Environmental Services Director, is responsible for the administration and control of the San Mateo County Fire Department in order to provide fire prevention, fire suppression, emergency medical response, and rescue services to the residents of San Mateo County.

GENERAL DUTIES

Provides leadership and management direction in the selection, training, utilization, and evaluation of Fire Department personnel; directs major department programs which include fire prevention, public education, fire inspection, arson investigation, fire suppression and fire control; administers and interprets work rules, policies and procedures.

Exercises responsibility for preparation and development of the departmental budget; the maintenance, repair, improvement, and replacement of equipment, fire stations, and other facilities; the inventory and requisitioning of materials, supplies, and equipment; the continuing development and utilization of a fire communications system; and the preparation of records and reports.

Makes presentations to the San Mateo County Board of Supervisors; advises the Board of Supervisors annually on the status of insurance ratings; attends public functions; promotes fire safety and prevention; maintains relations with other jurisdictions; directs and controls coordination with community volunteer fire organizations in order to integrate volunteer efforts with those of full-time paid personnel.

SPECIFIC DUTIES

- A. Implement all policies of the San Mateo County Board of Supervisors pertaining to Fire Companies which receive financial support from the County and are not in conflict with the contract or the chief's employment with the State of California.
- B. Responsible for regular inspection of all county-owned equipment assigned to the various Fire Companies to determine the operational adequacy of the vehicles and equipment.
- C. Responsible for assuring that adequate training programs are instituted on a regular basis for all Companies who participate in the fire program.

SPECIFIC DUTIES (cont.)

- D. Recommends and establishes a comprehensive communication system between all Companies and a central dispatch.
- E. Advises on the adequacy of housing of all firefighting equipment.
- F. Develops proposed County Fire Protection budget and approves or disapproves expenditures from the County Fire Protection budget as adopted by the San Mateo County Board of Supervisors, and such approval or disapproval shall be consistent with the contract and the chief's employment with the State of California.
- G. Directs and coordinates the efforts of all Fire Companies on initial and major emergency operations in the areas protected.
- H. Develops and submits for approval to the Board of Supervisors a long-range Fire Protection Plan. Such plan shall include a "basic equipment complement" to be used by each Company which will ultimately provide the County with the most cost-effective means of fire protection.
- I. Reviews and recommends to the County Planning and Building Division and the Board of Supervisors all fire defense system proposals pursuant to County ordinances, resolutions, regulations, and policies.
- J. Responsible for recommending and presenting to the Board of Supervisors budgets, official correspondence, and operational problems of the Fire Companies. The Fire Chief will forward all preliminary budgets through the Environmental Services Agency for Board approval.
- K. Responsible for negotiating Mutual Aid Agreements, not in conflict with State Mutual Aid Agreements, for fire protection between San Mateo County and fire agencies and counties which lie contiguous to the County.