

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

November 17, 2020

FROM

DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District

SUBJECT

Amendment to Revenue Agreement with City of Upland for Participation in the Household Hazardous Waste Collection Program

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Fire Protection District (SBCFPD), approve **Amendment No. 1 to Revenue Agreement No. 17-385** with the City of Upland, increasing the contract amount by \$55,000 (from \$487,891.53 to \$542,891.53) to reimburse SBCFPD for Canopy Project costs at a Household Hazardous Waste collection facility in Upland that are not funded by a grant from California Department of Resources, Recycling and Recovery (CalRecycle), with no change to the contract period of July 1, 2017 through June 30, 2022.

(Presenter: Michael Horton, Fire Marshal/Deputy Fire Warden, 386-8410)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost) as the City of Upland (City) will continue to compensate SBCFPD for the cost of services provided in accordance with Agreement No. 17-385. The \$55,000 increase from this amendment is for costs of a Canopy Project at the Household Hazardous Waste Facility (HHW Facility) in Upland. This amendment is needed because the City has requested a Canopy Project in which the costs are projected to exceed a \$50,000 grant previously awarded to SBCFPD by CalRecycle for this particular purpose (Grant Award No. HD33-19-006).

The following table reflects the revised compensation amount, by fiscal year, to SBCFPD for costs associated with Agreement No. 17-385.

Fiscal Year	Cost of Service
2017-18	\$91,896.60
2018-19	\$94,653.50
2019-20	\$97,493.10
2020-21	\$155,417.90
2021-22	\$103,430.43
Total	\$542,891.53

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BACKGROUND INFORMATION

On June 13, 2017 (Item No. 118), the Board of Directors (Board) approved Revenue Agreement No. 17-385 allowing SBCFPD to manage the Household Hazardous Waste Collection Program (Program) for the City, including completing the required annual waste reports. The contract, which is for a term of five years through June 30, 2022, includes 3% annual inflationary adjustment for increases in Program costs. Either party may terminate the agreement at any time upon 90 days prior written notice to the other party.

On October 8, 2019 (Item No. 48), the Board approved a grant agreement with CalRecycle. This agreement awarded \$50,000 in Household Hazardous Waste Discretionary Grant HD 33 (Grant No. HD33-19-006) funds to SBCFPD for upgrade of the HHW Facility in Upland by installing a canopy (Canopy Project). As referenced in the Financial Impact section, the City has requested a Canopy Project wherein the cost exceeds the \$50,000 grant award. The project includes installation of a pre-fabricated steel canopy to provide a covered work area to protect City employees and HHW storage containers from inclement weather.

In accordance with Amendment No. 1 to Revenue Agreement No. 17-385, the City will be charged for all Canopy Project costs that are ineligible for grant funding and/or eligible costs that exceed the \$50,000 grant amount. The total amount payable by City to SBCFPD for Canopy Project costs shall not exceed \$55,000.

The County's Real Estate Services Department - Project Management Division will be managing this project for SBCFPD.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-5455) on October 23, 2020; Finance (Tom Forster, Administrative Analyst, 387-4635) on October 29, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on November 1, 2020.

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Record of Action of the Board of Directors
San Bernardino County Fire Protection District

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Josie Gonzales
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, SECRETARY

BY 
DATED: November 17, 2020



cc: SDD/SBCFPD- Rodriguez w/agree
Contractor- C/O SDD/SBCFPD w/agree
File- w/agree

LA 11/24/2020