

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

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 20, 2025

FROM

**DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District
DON DAY, Director, Project and Facilities Management Department**

SUBJECT

Procurement of Emergency Fire Station 21 Modular and Installation at 52874 Parker Dam Road in Earp

RECOMMENDATION(S)

1. Acting as the governing body of the San Bernardino County Fire Protection District:
 - a. Find that:
 - i. The Emergency Fire Station 21 Modular Acquisition Project at 52874 Parker Dam Road in Earp is exempt under the California Environmental Quality Act Guidelines, Emergency Project, section 15269 (b) and (c) and Public Resources Code section 21080 (b)(2) and (b)(4).
 - ii. There is substantial evidence that immediate action is needed to prevent or mitigate the threat to life, health, property and essential public services posed by the cessation of contracted emergency fire services to the Earp, California area on June 30, 2025, after contract negotiations failed, which will now result in a community losing access to essential public safety services, unless a modular building to house one engine company for sleeping accommodations is installed, to allow staff to provide continuing essential public safety services to the community by July 1, 2025, which will not permit the delay resulting from a formal competitive solicitation of bids to procure construction services (Four votes required).
 - b. Adopt **Resolution No. 2025-109** authorizing the Chief Executive Officer to direct the Purchasing Agent to issue purchase orders and/or contracts, in a total amount not to exceed \$1,033,215, for any construction, remediation, and modifications of internal and external structures related to the need for procurement and installation of a modular building at 52874 Parker Dam Road, in Earp, and find that the issuance of these purchase orders and/or contracts are necessary to respond to this emergency pursuant to Public Contract Code sections 22035 and 22050 (Four votes required).
 - c. Authorize the Director of Project and Facilities Management Department to accept the work when 100% complete and execute and file the Notice of Completion.
 - d. Approve Capital Improvement Program Project No. 25-206, in the amount of \$1,033,215, to procure and install a modular building at Fire Station 21 at 52874 Parker Dam Road in Earp.

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- e. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the budget adjustments, as detailed in the Financial Impact section, for the project as identified in Recommendation No. 1.d (Four votes required).
- f. Direct the Project and Facilities Management Department to file and post the Notice of Exemption as required under the California Environmental Quality Act.
- 2. Acting as the governing body of San Bernardino County:
 - a. Approve Capital Improvement Program Project No. 25-206, in the amount of \$1,033,215, to procure and install a modular building at Fire Station 21 at 52874 Parker Dam Road in Earp.
 - b. Authorize the Auditor-Controller/Treasurer/Tax Collector to post budget adjustments, as detailed in the Financial Impact section, for the project identified in Recommendation No. 2.a (Four votes required).

(Presenter: Don Day, Director, 387-5000)

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 and Stakeholders.

FINANCIAL IMPACT

Approval of this Capital Improvement Program (CIP) project will not result in the use of Discretionary General Funding (Net County Cost) as the \$1,033,215 project cost will be funded with available reserves from San Bernardino County Fire Protection District's (SBCFPD) South Desert Regional Service Zone.

The following 2024-25 budget adjustments are requested for the CIP project:

Fund Center/Fund	Commitment Item/GL Account	Description	Action	Amount	WBSE
SBCFPD:					
6100212454	55405016	Capital Assets Transfers Out	Increase	\$1,033,215	-
2454	37008880	Fund Balance-Reserved – Available Reserves	Decrease	\$1,033,215	-
San Bernardino County – CIP Fund:					
7700003100	55415017	Capital Assets Transfers In	Increase	\$1,033,215	10.10.1850
7700003100	54304030	Structures & Improvements to Structures	Increase	\$1,033,215	10.10.1850

BACKGROUND INFORMATION

Currently, the SBCFPD has an agreement with the Buckskin Fire District to provide public safety services in the area which expires on June 30, 2025. Despite promising negotiations that SBCFPD had hoped would result in continuing services from Buckskin Fire District, ultimately no agreement was reached between the two entities resulting in services set to lapse at the end of June. To ensure a continuity of life saving services, beginning July 1, 2025, SBCFPD will have personnel who will continue to provide services in the area. Fire Station 21 is located at

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52874 Parker Dam Road in Earp. The current station is inadequate for fire service operations due to lack of lodging and showers, so a modular building is needed to support operations. The new modular building will house one engine company and will have accommodations of three bedrooms and two offices.

The recommended CIP project includes the purchase and set up of a modular building with the specific floor plan and connection of utilities to the modular building.

Approval of this item establishes the Emergency Fire Station 21 Modular Acquisition Project (Project) with a total budget of \$1,033,215, enabling Project and Facilities Management Department (PFMD) to quickly engage with qualified contractors and vendors and manage this project for SBCFPD and proceed with the acquisition and installation of a modular building at the Earp location. This will allow the continuation of emergency services to the Earp community.

PFMD recommends that SBCFPD's Board of Directors (Board) find there is an emergency, pursuant to Public Contract Code section 22050 to authorize the Purchasing Agent to issue purchase orders necessary to the project at 52874 Parker Dam Road in Earp, thus mitigating the loss of health, property, and essential services. Emergencies related to Public Contract Code section 22050, once ordered, must be affirmed at each subsequent meeting until terminated.

Further, SBCFPD recommends that the Board adopt the Resolution authorizing the Purchasing Agent, as directed by the Chief Executive Officer, to issue purchase orders and/or contracts, in a total amount not-to-exceed \$1,033,215, for any emergency remediation, construction and modifications of internal and external structures related to the Project.

It is recommended that the SBCFPD Board find the Project is statutory and categorically exempt under Public Resources Code section 21080(b)(2) and (b)(4) for emergency repairs to public service facilities necessary to maintain service and specific actions necessary to prevent or mitigate an emergency; and section 15269(b) and (c) of the California Environmental Quality Act Guidelines (Title 14, California Code of Regulations) for projects involving emergency repairs to publicly owned service facilities necessary to maintain service essential to the public health, safety or welfare and actions necessary to mitigate an emergency, for existing facilities in response to an emergency. This Project is consistent with the exemptions referenced and will not have a significant environmental impact. When the SBCFPD Board considers the environmental finding in Recommendation No. 1.a., the filing and posting of a Notice of Exemption is also recommended in Recommendation No. 1.d.

PROCUREMENT

PFMD will prepare a scope of work, quote and/or contract to be approved by the Chief Executive Officer and then signed by the contractor. A purchase order will then be requested and finalized by the Purchasing Department to engage the architect, engineer and/or contractor to provide the required construction services.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Daniel Pasek and Richard Luczak, Deputies County Counsel, 387-5455) on May 8, 2025; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on April 30, 2025; Purchasing (Alberto Cazares, Buyer, 387-3376) on April 29, 2025; Project and Facilities Management (Robert

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Gilliam, Chief of Project Management, 387-5000) on May 6, 2025; Finance (Yael Verduzco, Principal Administrative Analyst, 387-5285) on May 9, 2025; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 9, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

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

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: May 20, 2025



cc: File – Emergency/Fire Station 21 Modular Installation
w/resolution

CCM 05/21/2025