

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

**August 6, 2019**

**FROM**

**DON TRAPP, Interim Fire Chief/Fire Warden, San Bernardino County Fire Protection District**

**SUBJECT**

**Lease and Fire Services Agreement with the San Bernardino International Airport Authority**

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Fire Protection District (SBCFPD):

1. Rescind approval of Lease and Fire Services Agreement (SBCFPD Contract No. 18-544) with the San Bernardino International Airport Authority (SBIAA) by the Board of Directors on July 24, 2018 (Item No. 53).
2. Approve Lease and Fire Services **Agreement No. 19-545** with SBIAA for a five-year term from August 1, 2018 through June 30, 2023 allowing SBCFPD to:
  - a. Lease a building at the San Bernardino International Airport (Airport) in the amount of \$1.00 per year for use as a fire station, and to utilize SBIAA owned apparatus/equipment for fire station operations.
  - b. Provide aircraft rescue/fire fighting services at the Airport and receive compensation from SBIAA for such services in an amount not to exceed \$706,932 for August 1, 2018 to June 30, 2019 and the amount of \$775,254 for July 1, 2019 to June 30, 2020, with future fiscal year amounts to be agreed upon annually by both parties through amendment to this agreement.

(Presenter: Don Trapp, Interim Fire Chief/Fire Warden, 387-5779)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**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 agreement will not result in the use of additional Discretionary General Funding (Net County Cost).

The annual cost of SBCFPD to operate a fire station at the Airport is \$1.5 million. This cost primarily includes staffing expenses for three Captains and three Engineers. In accordance with this agreement, SBIAA will compensate SBCFPD an amount not to exceed \$706,932 for August 1, 2018 to June 30, 2019 and the amount of \$775,254 for July 1, 2019 to June 30, 2020, with future fiscal year amounts to be agreed upon by the parties on an annual basis through amendment to this agreement. The compensation amount represents 50% of the cost to operate the Airport fire station. The other 50% of costs will be funded by SBCFPD through ongoing revenue within the Valley Regional Service Zone.

**Lease and Fire Services Agreement with the San Bernardino  
International Airport Authority  
August 6, 2019**

Appropriation and revenue related to operation of the Airport fire station, including this recommended agreement with SBIAA, were included in the 2018-19 and 2019-20 budgets, and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Upon annexation of the City of San Bernardino Fire Department, SBCFPD assumed responsibility to staff a fire station for incidents at the Airport. Accordingly, on July 24, 2018 (Item No. 53), the Board of Directors (Board) approved a Lease and Fire Services Agreement (SBCFPD Contract No. 18-544) with SBIAA allowing SBCFPD to lease a building from SBIAA and provide fire services at the Airport on a 24 hours a day/7 days a week basis. Instead of approving the agreement, SBIAA revised the version approved by SBCFPD. As a result, SBIAA and SBCFPD staff negotiated this recommended agreement that includes changes primarily related to the determination of annual costs associated with the fire services. However, the recommended agreement does not substantially differ from the version previously approved by the Board.

Pursuant to the recommended Lease and Fire Services Agreement:

- SBCFPD shall provide SBIAA with services that include, but are not limited to, aircraft rescue, firefighting, and advanced life support.
- SBCFPD shall be responsible for all operating costs including staffing, utilities, and routine maintenance.
- SBCFPD will lease the Airport fire station (Building No. 680) from SBIAA for the sum of \$1 per year.
- SBCFPD may use SBIAA apparatus and equipment as identified in Exhibit "C" to the Lease and Fire Services Agreement.
- SBCFPD shall maintain SBIAA's facilities, apparatus, equipment and its entire system in a good state of repair and be financially responsible for said maintenance and minor repairs.
- SBIAA shall be responsible for all major repairs (structural, apparatus and equipment) and/or replacements that exceed \$1,000 per occurrence.
- Either party may inform the other party of its desire to formally initiate a renegotiation of any term or provision of this agreement whether due to a change in circumstances regarding the level of activity at the Airport or for any other operational, staffing or financial concerns.
- The term is for five years retroactively from August 1, 2018, through June 30, 2023, but may be terminated by either party with 1-year written notice.
- Compensation to SBCFPD for fire services is in an amount not to exceed \$706,932 for August 1, 2018 to June 30, 2019 and the amount of \$775,254 for July 1, 2019 to June 30, 2020, with future fiscal year amounts to be agreed upon by both parties on an annual basis through amendment to this agreement. SBCFPD and SBIAA shall have the option to terminate the agreement if parties cannot agree on future annual payments.

SBIAA approved this recommended Lease and Fire Services Agreement on July 10, 2019.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-5455) on July 17, 2019; Real Estate Services Department (Jim Miller, Real Estate Services Manager, 387-5107) on July 19, 2019; Finance (Tom Forster, Administrative Analyst, 387-4635) on July 19, 2019; and County Finance and Administration (Katrina Turturro, Deputy Executive Officer, 387-5423) on July 22, 2019.

**Lease and Fire Services Agreement with the San Bernardino  
International Airport Authority  
August 6, 2019**

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

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, SECRETARY

BY   
DATED: August 6, 2019



cc:    SBCFPD- Trapp w/agree  
     Contractor c/o SBCFPD w/agree  
     File- w/agree  
vh    08/8/2019