



FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2014 MAR 27 PM 1:00

# AGENDA REPORT

**TO: FRED BLACKWELL  
CITY ADMINISTRATOR**

**FROM: TERESA DELOACH REED  
FIRE CHIEF**

**SUBJECT: ARFF PROS Contract**

**DATE: March 10, 2014**

City Administrator  
Approval

Date: 3-26-14

**COUNCIL DISTRICT: City-Wide**

## **RECOMMENDATION**

Staff recommends Council approval of a resolution 1) authorizing the City Administrator, or his designee to enter into an agreement with Aircraft Rescue Fire Fighter (ARFF) PROS to provide 40 hours of state certified aircraft rescue firefighter training (Fire control 5) annually from May 2014 through May 2016, with two-one year options to extend in an amount not to exceed \$13,000 each year, for a total contract amount of \$52,000 over a four year period, without return to Council, and 2) waiving the competitive request for proposal/qualifications (RFP/Q) process, the local advertising and bidding requirements, and the local and small business enterprise program (L/SLB) provisions for the proposed agreement with ARFF PROS.

## **EXECUTIVE SUMMARY**

Fire Control 5 is a mandated Federal Aviation Administration prerequisite 40-hour training class for members interested in obtaining Aircraft Rescue and Fire Fighting certification, which is required to become eligible for assignment at the Oakland Airport Fire Station 22. The annual delivery of this course is especially important as the senior members of the Oakland Fire Department transition out of service.

## **OUTCOME**

Approval of this resolution will authorize the City Administrator to enter an agreement with ARFF PROS to provide annual, 40-hour training to members of the Oakland Fire Department who are interested in obtaining Aircraft Rescue and Fire Fighting certification.

## **BACKGROUND/LEGISLATIVE HISTORY**

ARFF PROS Consulting is owned and operated by a retired member of the Oakland Fire Department, who has more than 30 years of ARFF experience as a trainer, first responder, and Airport Operations Supervisor at the Oakland International Airport. The course makes full use

Item: \_\_\_\_\_  
Public Safety Committee  
April 8, 2014

of Federal Aviation Administration (F.A.A.) facilities; static aircraft, aircraft rescue firefighting apparatus, and associated equipment, tools and extinguishing agents and techniques.

Other in-state course offerings are generally comprised of 16 or 24 hour courses and fall well short of the wealth of information that should be covered for personnel who are operating at an Index D or greater Airport (such as the Metropolitan Oakland International Airport [MOIA]). In addition, participants are able to take the course at the Oakland Airport Fire Station and obtain airport specific training needed as they pursue ARFF training and qualification.

**ANALYSIS**

Staff conducted an informal bid process to identify vendors who could provide this specific type of training for the Department. Below are the results of that process:

<b>Vendor</b>	<b>Training Provided</b>	<b>Cost</b>	<b>Notes</b>
San Bernardino Regional Emergency Center	<ul style="list-style-type: none"> <li>• 40hrs Fire Control 5</li> <li>• Fire Extinguisher pan fire training</li> <li>• Search and rescue drill inside cargo Boeing 727</li> <li>• California State Fire Control 5 exam</li> <li>• Textbooks</li> <li>• Fire Control Certificates upon successful completion</li> <li>• Instructor costs including travel, lodging, meals</li> <li>• Upon successful completion, facility visits to the Oakland Air Traffic Control Tower, Federal Express Hub, FAA Fremont Center, airfield bus tours</li> </ul>	\$17,903	This vendor is from Southern California and not familiar with the Oakland Metropolitan Airport

<p><b>ARFF PROS</b></p>	<ul style="list-style-type: none"> <li>• 40hrs Fire Control 5</li> <li>• Fire Extinguisher pan fire training</li> <li>• Search and rescue drill inside cargo Boeing 727</li> <li>• California State Fire Control 5 exam</li> <li>• Textbooks</li> <li>• Fire Control Certificates upon successful completion</li> <li>• Instructor costs including travel, lodging, meals.</li> <li>• Upon successful completion, facility visits to the Oakland Air Traffic Control Tower, Federal Express Hub, FAA Fremont Center, airfield bus tours</li> </ul>	<p>\$13,000</p>	<p>Local vendor out of Martinez, CA Retired Oakland Fire Firefighter with 30 years of ARFF training experience Very familiar with the Oakland Airport.</p>
<p><b>Critical Information Network, Public Safety Group</b></p>	<p>Responded that they are unable to provide instructor lead training, only online training</p>	<p>N/A</p>	

*Request to Waive RFP Process*

ARFF PROS Consulting is well versed in the specifics of the general aviation and commercial aviation aspects of MOIA, and has substantial knowledge and familiarization with the fuel tank farms, Air Traffic Control Towers, its personnel, procedures, various fixed base operators, airline tenants and law enforcement partners/stakeholders, federal compliance inspectors and more. Recent inspections by F.A.A. personnel have identified the OFD ARFF program and related training as a model ARFF training program that other agencies should emulate.

ARFF PROS Consulting is the only contractor in the region who is able to deliver MOIA site specific ARFF/FC5 training to OFD members This in itself is of significant benefit to OFD

Item: \_\_\_\_\_  
 Public Safety Committee  
 April 8, 2014

members seeking to become ARFF Qualified. In addition, it is cost prohibitive to obtain other instructors who are located outside the immediate local, regional or statewide area to deliver the course at a competitive rate.

This is quickly evident when expenses such as arranging/scheduling site visits, providing for travel and lodging for a minimum of 2 instructors for several days, and normal preparation and course delivery costs are considered.

Upon successful completion of the course students will be provided with a California State Fire Marshal FC5 certificate; non OFD students will be charged a tuition fee, which will offset the cost of instruction.

### **COORDINATION**

The Office of the City Attorney as well as the Budget Office assisted in the coordination of this report. All agreements will be vetted through the office of the City Attorney.

### **COST SUMMARY/IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION/COST OF PROJECT: \$13,000 annually

2. COST ELEMENTS OF AGREEMENT/CONTRACT:

ARFF PROS budget includes:

- 5 classes with 2 Certified Instructors at 40 hrs. each
- Site specific facility preparation of 4 hours
- Mileage 620 x .50 = \$310.00
- Miscellaneous supplies: \$100.00
- Consulting Services fees of \$125.00 per hour (total \$10,500.00)
- Vendor Insurance \$1,683.00

TOTAL AGREEMENT/CONTRACT AMOUNT

Not to Exceed \$13,000 (Annually)

3. SOURCE OF FUNDING: FY14 Aircraft Rescue Firefighting Training Budget, Fire Airport Professional Services Special Operations 1010.20814.54930.0000000.PS18

4. FISCAL IMPACT: Training will cost \$13,000 annually. Funds for this project have been budgeted by the Fire Department.

Item: \_\_\_\_\_  
Public Safety Committee  
April 8, 2014

**SUSTAINABLE OPPORTUNITIES**

**Economic:** Approval of this resolution will ensure a local vendor the opportunity to provide training to the Oakland Fire Department, thereby allowing for economic return into the community.

**Environmental** There are no environmental opportunities associated with the acceptance of these funds.

**Social Equity:** Approval of this resolution will ensure that fire personnel receive the necessary training to effectively respond to aircraft emergencies, thereby creating a safer environment for members of the community.

For questions concerning this report, please contact Battalion Chief Darin White at (510) 238-4009.

Respectfully submitted,



Teresa DeLoach Reed  
Fire Chief

Reviewed by  
Mark Hoffmann  
Deputy Fire Chief  
Operations Bureau

Prepared by  
Darin White  
Battalion Chief  
Operations Bureau

Item: \_\_\_\_\_  
Public Safety Committee  
April 8, 2014

**OAKLAND CITY COUNCIL**

2014 MAR 27 PM 1:00

**RESOLUTION No. \_\_\_\_\_ C.M.S.**

**RESOLUTION: 1) AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH AIRCRAFT RESCUE FIRE FIGHTER (ARFF) PROS TO PROVIDE 40 HOURS OF STATE CERTIFIED AIRCRAFT RESCUE FIREFIGHTER TRAINING (FIRE CONTROL 5) ANNUALLY FROM MAY 2014 THROUGH MAY 2016, WITH TWO-ONE YEAR OPTIONS TO EXTEND IN AN AMOUNT NOT TO EXCEED \$13,000 EACH YEAR FOR A TOTAL CONTRACT AMOUNT OF FIFTY-TWO THOUSAND DOLLARS (\$52,000) OVER A FOUR YEAR PERIOD WITHOUT RETURN TO COUNCIL; AND 2) WAIVING THE COMPETITIVE REQUEST FOR PROPOSAL/QUALIFICATIONS (RFP/Q) PROCESS, THE ADVERTISING AND BIDDING REQUIREMENTS, AND THE LOCAL AND SMALL BUSINESS ENTERPRISE PROGRAM (L/SLB) PROVISIONS FOR THE PROPOSED AGREEMENT WITH ARFF**

**WHEREAS**, Fire Control 5 is a mandated Federal Aviation Administration pre-requisite 40-hour training class for members interested in obtaining Aircraft Rescue and Fire Fighting certification, which is required to become eligible for assignment at the Oakland Airport Fire Station 22, and

**WHEREAS**, Oakland Municipal Code section 2.04.051.B permits the Council to waive the request for proposal/qualifications ("RFP/Q") requirements upon a finding that it is in the best interest of the City to do so; and

**WHEREAS**, Oakland Municipal Code section 2.04.050.1.5 permits the Council to waive the advertising and bidding requirements upon a finding that it is in the best interest of the City to do so; and

**WHEREAS**, staff recommends that it is in the best interest of the City to waive the RFP/Q process so that the City can enter into agreement with ARFF because they are the only contractor in the region who is able to deliver Metropolitan Oakland International Airport (MOIA) site specific ARFF/FC5 training to OFD members; and

**WHEREAS**, the only other vendor in this region is located in San Bernardino California (southern California), and is unable to provide site specific training; and

**WHEREAS**, ARFF PROS is a local vendor in the Bay Area which saves the City of Oakland on travel, lodging, and meal expenses required to bring in vendors from outside the Bay Area; and

**WHEREAS**, ARFF PROS Consulting is owned and operated by a retired member of the Oakland Fire Department, who has more than 30 years of ARFF experience as a trainer, first responder, and Airport Operations Supervisor at the Oakland International Airport, and

WHEREAS, ARFF PROS Consulting is well versed in the specifics of the general aviation and commercial aviation aspects of MOIA, and has substantial knowledge and familiarization with the fuel tank farms, Air Traffic Control Towers, its personnel, procedures, various fixed base operators, airline tenants and law enforcement partners/stakeholders, federal compliance inspectors and more; and

WHEREAS, recent inspections by F.A.A personnel have identified the OFD ARFF program and related training as a model ARFF training program that other agencies should emulate ; now, therefore be it

RESOLVED, that the City Administrator or his designee is hereby authorized to enter into an agreement with Aircraft Rescue Fire Fighter (ARFF) PROS to provide members of the Oakland Fire Department 40 hours (1 week) of State Certified Aircraft Rescue Firefighter Training (Fire Control 5) annually beginning May 2014 through May 2016, with two-one year options to extend in an amount not to exceed \$13,000 each year for a total contract amount of \$52,000 without return to Council; and be it

FURTHER RESOLVED: That the Council finds that pursuant to Oakland Municipal Code sections 2.04.050.I.5 and 2.04.051.B, for the reasons stated above and in the City Administrator’s report accompanying this resolution, that it is in the best interests of the City to waive the advertising and bidding requirements and the request for proposal/qualifications (RFP/Q) process for the products and services to be purchased under the proposed agreement and so waives the requirements; and be it

FURTHER RESOLVED, That funds shall be drawn from FY14 Aircraft Rescue Firefighting Training Budget, Fire Airport Professional Services Special Operations 1010.20814.54930.000000.PS18; and be it

FURTHER RESOLVED: That the City Administrator or his designee is hereby authorized to complete all required negotiations, certifications, assurances, and documentation required to accept, modify, extend and/or amend this agreement; and be it

FURTHER RESOLVED: That the City Attorney shall review and approve said agreement as to form and legality and copies of said agreement shall be filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

BROOKS, GALLO, KALB, KAPLAN, MCELHANEY, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES-

ABSENT-

ABSTENTION-

ATTEST \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the  
Council of the City of Oakland, California