

CITY OF OAKLAND
AGENDA REPORT

2011 MAR 29 PM 4: 57

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Mark Hoffmann, Interim Fire Chief
DATE: April 12, 2011

RE: Ordinance Authorizing the City Administrator to Enter Into a License Agreement With American Medical Response West dba National College of Technical Instruction (NCTI) for Nonexclusive Use of Classrooms Located at the Oakland Fire Department's Training Facilities For an Initial Term Until February 2012 With the Option to Extend For Two Years, One Year at a Time, Until February 2014, In Consideration for a Reduced Fee for Emergency Medical Services Training and Payment of Maintenance Costs and Resolution Waiving Advertising and the Request for Qualification Requirements and Authorizing the Purchase of Emergency Medical Services and Paramedic Classes from the National College of Technical Instruction for Up To Ten Students Enrolled in the Fire Department EMT and Paramedic Cadet Program In An Amount Not to Exceed \$80,000 Annually

SUMMARY

An ordinance has been prepared authorizing the City Administrator to execute a License Agreement with American Medical Response West dba National College of Technical Instruction (NCTI) for nonexclusive use of classroom facilities at the Oakland Fire Department's training facilities. NCTI will use classrooms located at 250 Victory Court, 47 Clay Street or 1603 MLK Way to conduct Emergency Medical Technician (EMT), Anatomy and Physiology, and Paramedic training classes for up to 40 students, two days per week.

A resolution has been prepared authorizing the City Administrator or his designee to purchase classes for up to ten students per year from NCTI and authorizing the Fire Department to establish an Emergency Medical Technician (EMT) and Paramedic Cadet Program. In lieu of a license fee for the classroom space, NCTI will provide discounted tuition for up to ten Oakland Fire Department-sponsored students in each of the classes held at the OFD training facility. The OFD-sponsored students will be young adults enrolled in the OFD EMT and Paramedic Cadet Program. The OFD Cadet program provides opportunities for young people interested in emergency medical services (EMS) to acquire skills and certification, learn more about the Fire Department and engage in volunteer activities in the City of Oakland.

Staff recommends that City Council adopt the ordinance authorizing the proposed license agreement and adopt the resolution establishing the cadet program and purchasing classes for the cadets.

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FISCAL IMPACT

Adoption of the proposed ordinance to execute a license agreement with NCTI for the use of classroom facilities will not incur any costs. The City's Real Estate Division estimated the fair market value for rent of the classroom space at \$224 per month. The classes will run approximately four months in length, for a total fair market rent of \$896.

Services provided to Oakland by NCTI are valued at approximately \$8,000, which assumes 10 EMT and Paramedic cadets enroll in classes at a reduced cost of 10% below the normal rate. In addition, NCTI will pay OFD \$1,200 annually for maintenance expenses related to their use of the space. The value of the tuition discounts and maintenance fees far exceed the fair market rent for this space.

The class fees (approximately \$80,000 annually) for the cadets will be paid by the Fire Department from Measure N (Paramedic Services Fund) fund balance. The expenditure will be appropriated to Measure N Fund #2250, Emergency Medical Service Division Organization #20193, Education Account #55221, and the Emergency Medical Service Program # PS19.

BACKGROUND

The Oakland Fire Department intends to establish an EMT and Paramedic Cadet Program for the purpose of providing training and career-readiness opportunities to young adults in Oakland and the East Bay. The program comprises the following: access to EMT and Paramedic certification, exposure to career opportunities, exposure to fire services and opportunities to gain hands-on volunteer experience in the City of Oakland. OFD will partner with NCTI for the training portion of the cadet program to offer the classes required for EMT and Paramedic certification in an easily accessible location for the cadets. The Fire Department's Emergency Medical Services Division staff will provide the other aspects of the cadet program.

The National College of Technical Instruction is a subsidiary of American Medical Response (AMR), headquartered in Greenwood Village, Colorado. NCTI is the largest paramedic and Emergency Medical Services (EMS) training institute in The United States. NCTI was founded in 1988 in Sacramento, California, after the need was identified for EMS training resources in the Sacramento Valley. Today, NCTI is nationally accredited by the Commission on the Accreditation of Allied Health Education Programs (CAAHEP) and has grown into the largest paramedic training institution in the United States.

KEY ISSUES AND IMPACTS

By granting a license to NCTI for use of OFD's training facilities two days per week, during the course of the classes, the Oakland community receives benefit in the form of a yearly cadet program for 10 young people.

The proposed license agreement allows NCTI to use OFD's classroom for EMT and Paramedic training classes for up to 40 students each.

After comparison of the fair market rent and calculations of the in-kind services and benefits, the value of the program exceeds the fair market rental value of the property. The City will calculate the fair market rent upon execution of any option period within the proposed license agreement. The fair market rent for that option period will be compared to the value of the in-kind services provided to calculate the license fee for that option period. Fair market rent for the space that will be occupied by NCTI is valued at \$896 for the four-month period that NCTI will use the space.

Under the terms of the license agreement, NCTI will provide payment of \$1,200 annually for custodial service and maintenance to the training facility. NCTI cannot make any improvements or alterations to the property without first obtaining written consent from the City.

The term of the license agreement extends through February 2012, with two consecutive options for one-year extensions until February 2014, provided sufficient notice is given and other terms and conditions are met to the satisfaction of the City.

Either party may terminate the license at any time with 30 days written notice.

PROGRAM DESCRIPTION

The Fire Department's EMT and Paramedic Cadet Program is a community-based program designed to prepare young adults to enter public service as firefighter paramedics. Paramedic cadets receive field experience and classroom training in fire science and emergency medical services.

The Fire Department's EMT and Paramedic Cadet program was started in 2002. The purpose of the program is to provide cadets with hands-on emergency medical training, work experience at fire stations, training in EMS skills and volunteer opportunities in the community.

Cadets are required to volunteer a minimum of 100 hours for the EMT and 400 hours for the paramedic cadet programs with the department. This may be done in a variety of areas such as riding on fire apparatus to medical calls, helping at CORE and public education events, and

volunteering within the Oakland Community through charitable organizations. Company Fire Officers or EMS Senior Officers will supervise the cadets when they are on-duty.

The Cadet Program is a tremendous asset to the Oakland community. It is a valuable way to gain knowledge in the field of emergency medical services, learn the basic skills of EMTs and Paramedics and get support, encouragement and insight in pursuing a career in EMS.

SUSTAINABLE OPPORTUNITIES

Economic: The operation of the Fire Department's EMT and Paramedic Cadet Program provides a tremendous benefit to the Oakland community through career opportunities for young adults in emergency medical services.

Environmental: There are no environmental opportunities presented by establishing an EMT and Paramedic Cadet Program.

Social Equity: Authorizing a license agreement with NCTI for training classes allows the Fire Department to establish a cadet program and provide free tuition to ten students who will be enrolled in the cadet program. This program provides tangible, valuable benefits to Oakland and East Bay youth interested in pursuing careers in emergency medical services.

DISABILITY AND SENIOR CITIZEN ACCESS

The training classes provided by NCTI through this license agreement comply with the Americans with Disabilities Act (ADA), Older Americans Act and other non-discrimination laws and regulations.

RECOMMENDATION AND RATIONALE


Staff recommends that Council adopt an ordinance authorizing the City Administrator to execute a license agreement between the City of Oakland and American Medical Response West dba National College of Technical Instruction (NCTI) for nonexclusive use of the Fire Department's classroom facilities. Staff also recommends that Council adopt a resolution authorizing the Oakland Fire Department to establish an EMT and Paramedic Cadet Program and purchase classes for up to ten cadets per year.

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ACTION REQUESTED OF THE CITY COUNCIL

Staff requests that Council adopt an ordinance authorizing the City Administrator to execute a license agreement between the City of Oakland and the National College of Technical Instruction (NCTI) for nonexclusive use of the Fire Department's classroom facilities, in exchange for a 10% discount on class tuition fees for ten students sponsored by the Fire Department and enrolled in the Department's cadet program and an annual payment of \$1,200 to cover custodial and maintenance costs at the training facility. The term of the license agreement will end in February 2012, with the option to extend for two years, one year at a time. Staff requests that Council adopt a resolution authorizing the Oakland Fire Department to establish an EMT and Paramedic Cadet Program and purchase classes for up to ten cadets with class fees not to exceed \$80,000 per year.

Respectfully submitted,



Mark Hoffmann, Interim Fire Chief
Oakland Fire Department

Prepared by:
Anne Campbell Washington, Chief of Staff

APPROVED AND FORWARDED TO THE
PUBLIC SAFETY COMMITTEE:

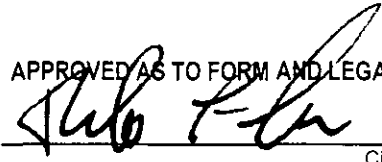


Office of the City Administrator

Item: _____
Public Safety Committee
April 12, 2011

FILED
OFFICE OF THE CITY CLERK
OAKLAND

APPROVED AS TO FORM AND LEGALITY



City Attorney

INTRODUCED BY COUNCILMEMBER _____
2011 MAR 29 PM 4:57

OAKLAND CITY COUNCIL
ORDINANCE No. _____ C.M.S.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A LICENSE AGREEMENT WITH AMERICAN MEDICAL RESPONSE WEST DBA NATIONAL COLLEGE OF TECHNICAL INSTRUCTION (NCTI) FOR NONEXCLUSIVE USE OF CLASSROOMS LOCATED AT THE OAKLAND FIRE DEPARTMENT'S TRAINING FACILITIES FOR AN INITIAL TERM UNTIL FEBRUARY 2012, WITH THE OPTION TO EXTEND FOR TWO YEARS, ONE YEAR AT A TIME, UNTIL FEBRUARY 2014, IN CONSIDERATION FOR A REDUCED FEE FOR EMERGENCY MEDICAL SERVICES TRAINING AND PAYMENT OF MAINTENANCE COSTS

WHEREAS, the Oakland Fire Department desires to establish an Emergency Medical Technician (EMT) and Paramedic Cadet Program for the benefit of the Oakland community; and

WHEREAS, the City of Oakland is the fee simple owner and the Oakland Fire Department is the custodial agency of the real property commonly known as the Training Tower, located at 750 Victory Court, Oakland, California and is the custodial agency of two other classroom locations at 47 Clay Street and 1603 MLK Way; and

WHEREAS, the City is willing to grant to NCTI a revocable nonexclusive license for the use of the Fire Department's classroom facilities subject to the terms and conditions of a License Agreement; and

WHEREAS, after analyzing the fair market rent and calculations of the in-kind services and benefits, the value of the programs as provided to the citizens of the City is equal to or exceeds the fair market rental value of the property; and

WHEREAS, NCTI agrees to provide tuition discounts for the classes provided on-site to ten students sponsored by the Fire Department and enrolled in the Department's EMT and Paramedic Cadet Program; and

WHEREAS, NCTI agrees to pay \$1,200 annually for custodial and maintenance costs at the training facility; and

WHEREAS, the license will leverage existing City resources for additional services to the community with no increased costs to the City's budget; now, therefore

THE COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

Section 1. The City Council hereby authorizes the City Administrator to execute a License Agreement between the City of Oakland and National College of Technical Instruction for nonexclusive use of the Oakland Fire Department's training facility, for a 10% discount on tuition costs for ten students sponsored by the Fire Department and an annual payment of \$1,200 for custodial and maintenance costs for a one-year term with two consecutive one-year options to renew until February 2014.

Section 2. The Office of the City Attorney has approved this resolution as to form and legality and a copy will be on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAAF, and PRESIDENT REID

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

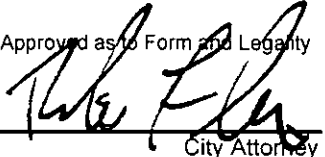
DATE OF ATTESTATION: _____

FILED
OFFICE OF THE CITY CLERK
OAKLAND

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OAKLAND CITY COUNCIL

Approved as to Form and Legality


City Attorney

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION WAIVING ADVERTISING AND THE REQUEST FOR QUALIFICATION REQUIREMENTS AND AUTHORIZING THE PURCHASE OF EMERGENCY MEDICAL SERVICES AND PARAMEDIC CLASSES FROM THE NATIONAL COLLEGE OF TECHNICAL INSTRUCTION FOR UP TO TEN STUDENTS ENROLLED IN THE FIRE DEPARTMENT EMT AND PARAMEDIC CADET PROGRAM IN AN AMOUNT NOT TO EXCEED \$80,000 ANNUALLY

WHEREAS, the Oakland Fire Department desires to establish an Emergency Medical Technician (EMT) and Paramedic Cadet Program for the benefit of the Oakland community; and

WHEREAS, Oakland Municipal Code Section 2.04.051 authorizes the City Council to waive advertising and request for proposals/qualifications processes for professional services upon a council finding that it is in the City's best interests to do so; and

WHEREAS, staff recommends that advertising and request for qualifications requirements for the purchase of Emergency Medical Services, Anatomy and Physiology, and Paramedic classes be waived and purchase be authorized from the National College of Technical Instruction (NCTI) because it is a subsidiary of American Medical Response, it is the largest private EMS college in the United States and has a campus in Roseville, California; and

WHEREAS, the City Administrator has determined that the purchase of classes authorized hereunder is of a professional, technical or scientific and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and be it

RESOLVED: That pursuant to Oakland Municipal Code Section 2.04.051, and the reasons stated above and in the City Administrator's agenda report accompanying this Resolution, the City Council finds and determines that it is in the best interests of the City to waive advertising and request for qualifications processes for the purchase of emergency medical services, anatomy and physiology, and paramedic classes, and waives the requirements; and be it

RESOLVED: That emergency medical services, anatomy and physiology, and paramedic classes will be purchased from NCTI in an amount not to exceed \$80,000; and be it

FURTHER RESOLVED: That the City Council of the City of Oakland authorizes the City Administrator to expend funds from Measure N Fund #2250, Emergency Medical Service Division Organization #20193, Education Account #55221, and the Emergency Medical Service Program # PS19; and be it

FURTHER RESOLVED: That the Office of the City Attorney has approved this resolution as to form and legality and a copy will be on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAAF and
PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California