

Agenda Report

May 16, 2016

TO: Honorable Mayor and City Council

FROM: Fire Department

**SUBJECT: VERDUGO FIRE COMMUNICATION DISPATCH SERVICE
AGREEMENT BETWEEN THE CITIES OF BURBANK, GLENDALE
AND PASADENA AND THE CITY OF VERNON**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b) (3) (General Rule); and
2. Authorize the City Manager to approve the Verdugo Fire Communications Dispatch Service Agreement between the Cities of Burbank, Glendale and Pasadena and the City of Vernon (Service Agreement) to contract dispatching services. Neither competitive bidding nor competitive selection are required pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049.A3.

BACKGROUND:

The Verdugo Fire Communications Center (VFCC) was established in August 1979 by the cities of Burbank, Glendale and Pasadena to provide fire and emergency medical service dispatch services for each city. The VFCC is staffed by Glendale City employees and Glendale provides the administrative support services. The operation is located at the Glendale Fire Department. The cities of Glendale, Burbank and Pasadena are "owner" agencies and contribute to the governance and annual operational funding of the VFCC.

Additionally, the VFCC provides contract services to the cities, of Alhambra, Arcadia, Monrovia, Montebello, Monterey Park, San Gabriel, San Marino, Sierra Madre and South Pasadena; plus the Burbank/Glendale/Pasadena Airport Authority.

In June, 2015, the Vernon Fire Department (VFD) approached the Glendale Fire Department regarding the possibility of contracting for dispatching services through VFCC. Since that time, VFCC staff has been working with VFD to assess its infrastructure, equipment, and Interagency Communication Interoperability System to ultimately develop and execute a Service Agreement.

The general provisions of the Service Agreement are similar to the existing agreements currently held by the other ten contract agencies. There are some specific stipulations applicable only to VFD, since it will be migrating to an entirely new dispatching system.

As per the Service Agreement, VFD is responsible for all costs relating to the purchase and installation of all equipment and infrastructure required to be compatible with the VFCC. In an effort to aid the quick and smooth transition, the Tri-City Fire Chiefs (Pasadena, Glendale and Burbank) agreed that the initial infrastructure costs for VFD would be borne by the City of Glendale/VFCC and reimbursed by the City of Vernon. The Cities of Burbank and Pasadena have no administrative, operational or fiscal responsibilities regarding this "advance" given by the City of Glendale to the City of Vernon.

Amount:	All amounts advanced by Glendale on behalf of Vernon, which are currently estimated to be \$192,649.
Term:	Two years, beginning on 07/01/2016.
Interest/Fees:	The Parties agree that there is no loan fee or interest in connection with this loan.
Payments:	Vernon will pay three payments of \$50,000 and one final payment of any and all outstanding amounts to be calculated after all payments have been made by Glendale to the third.

Initially, the Service Agreement with VFD and City of Glendale was to execute administrative tasks and program interfaces which began on February 1, 2016. The cities of Burbank and Pasadena did not have any financial or administrative responsibility for this preparation. Dispatching services will commence on July 1, 2016 and will remain in effect until June 30, 2019. The Service Agreement also includes an automatic renewal for two additional terms of three years each, unless one party provides notice of intent not to renew according to the terms of the agreement.

COUNCIL POLICY CONSIDERATION:

This action supports the City Council's strategic goal to ensure public safety.


ENVIRONMENTAL ANALYSIS:

The proposed action has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Such is the case with the City of Pasadena's proposed authorizations and approvals related to the proposed Verdugo Fire communications Dispatch Service Agreement between the Cities of Burbank, Glendale and Pasadena and the City of Vernon (Service Agreement) to contract dispatching services. As a result of the proposed Service Agreement, the City of Pasadena would not undertake or approve any direct physical changes to the environment. In implementing the Service Agreement, the City of Vernon would need to either purchase or update equipment to be compatible with the Verdugo system dispatch center, including: fire station alerting system, mobile data computers, telephones, GIS/Geo-File data conversion, ICI System radio connectivity and host subscriber fees. Such infrastructure and equipment would be housed within existing facilities. No measurable impact on the environment would result.

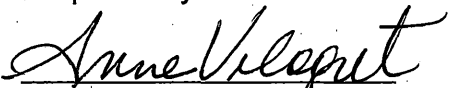
FISCAL IMPACT:

Based upon the formula within the Service Agreement, VFD will pay \$66.59 for each dispatched incident in their City and for certain mutual aid incidents outside the System for Fiscal Year (FY) 2016-17. All fees are paid to and administered by the City of Glendale as the coordinating agency of VFCC. No additional funding is required by the City of Pasadena, as such there will be no impact on the Pasadena Fire Department's operating budget.

Respectfully submitted,


For WASHINGTON
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Fire Department

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