

**AUTOMATIC AID AGREEMENT
LOS ANGELES FIRE DEPARTMENT &
BURBANK, GLENDALE & PASADENA
FIRE DEPARTMENTS**



MARCH 31, 2022

**AUTOMATIC AID AGREEMENT FOR EXCHANGE OF FIRE PROTECTION,
SPECIALIZED, RESCUE AND EMERGENCY MEDICAL SERVICES BETWEEN THE
CITY OF LOS ANGELES AND THE CITIES OF: BURBANK, GLENDALE AND
PASADENA (THE TRI-CITIES)**

The purpose of this Automatic Aid agreement is to outline the procedures for carrying out an Automatic Aid response between the City of Los Angeles Fire Department (LFD) and the Cities of Burbank (BRK), Glendale (GLN) and Pasadena (PAS) (hereinafter collectively referred to as the Tri-Cities). This agreement replaces the previous agreement between the Cities of Los Angeles and the Tri-Cities dated January 2019..

WITNESSETH

WHEREAS, the parties to this Agreement provide fire protection, medical services, specialized and rescue services within their respective jurisdictional limits; and

WHEREAS, fire and rescue resources for the Cities of Burbank, Glendale and Pasadena are dispatched through a central dispatch center known as Verdugo; and

WHEREAS, it is in the best interest of the Tri-Cities and LFD to provide the most expeditious response to suppress fires and render other emergency assistance; and

WHEREAS, each party is desirous of providing to the other a reasonable and reciprocal exchange of Emergency Services on a day-to-day basis.

NOW, THEREFORE, in consideration of these mutual covenants, the parties hereto agree as follows:

1. Revisions

This Letter of Agreement may be revised or amended at any time by mutual agreement of the Fire Chiefs of GLN, BRK, PAS and LFD. All amendments to this Agreement shall be in writing and signed by the persons authorized to bind the parties thereto.

It is agreed that substantial reductions or modifications of services by any of the agencies shall be cause for reconsideration of the Agreement.

2. Term

This Agreement, once executed by all parties hereto, shall commence on **April 1, 2022**, and shall remain operative and effective until **March 31, 2025**. An annual review shall take place at or about the start of each new Fiscal Year to update the helicopter rates and/or any operational components. Parties shall meet on or about **July 1, 2024**, to begin review and revision meetings. Any of the parties may terminate the Agreement at any time by giving written notice to the other parties at least thirty (30) days prior to the date of withdrawal.

3. Mutual Benefits

The Tri-Cities and the LFD intend that this Agreement will provide mutual benefits to all parties. The Fire Chiefs of the Tri-Cities and LFD are hereby authorized to identify and revise as they deem necessary any designated areas or types of response periodically as may be dictated by changing conditions and the requirements of mutual benefits to all parties.

4. Incident Command

In those instances where the assisting Department arrives before the jurisdictional Department, the assisting Department will take the necessary action dictated by the situation. However, it is assumed that the jurisdictional Department will arrive shortly after the arrival of that assisting Department. Overall command of the incident will be assumed by the jurisdictional Department upon its arrival at the scene. The assisting Department's personnel will remain under the command of the highest-ranking officer of the assisting Fire Department at the incident, who will become the Agency Representative (AREP). The resources of the assisting Department will be released from the scene as soon as practical by the jurisdictional Fire Department.

When it is deemed appropriate, the AREP may enter into Unified Command with the jurisdictional Department's Incident Commander. It is understood that such a decision may require approval from an Agency Administrator of the assisting and/or jurisdictional Department.

A common and agreed upon communications plan shall be established and utilized by all resources and Incident Commanders.

5. Commitment of Resources

It is mutually understood and agreed that this Agreement does not relieve either party from the necessity and obligation of using its own resources for furnishing fire and rescue service within any part of its own jurisdiction, and that the assisting party's response to a request for aid will be dependent upon the existing emergency conditions within its own jurisdiction and the status of its resources.

6. Methods of Requesting Aid

All requests for aid shall be via the respective dispatch center. Persons assigned to the dispatch center for all Departments are authorized to send and receive such requests as per their respective operational procedures. Verdugo will use either a designated VHF radio channel (V-Fire 21) or telephone line to contact the LFD's Metropolitan Fire Communications Center (MFC). MFC will use either a designated VHF radio channel (V-Fire 21) or telephone line to contact the Verdugo dispatch center.

7. Intent of Agreement

The intent of this Agreement is to provide the agency in need with a more efficient and/or effective initial response to an emergency incident. The agreed upon resources should only be utilized until the agency having responsibility is able to relieve the assisting agency with their own resources and/or obtain the appropriate emergency resources, not to exceed a 12-hour period of time. If the agreed upon resources are not available, the assisting agency need not respond.

8. Fire Incident Reporting

Each agency shall be responsible for obtaining needed information to complete fire reports for incidents within their respective jurisdiction. Assisting units shall contact jurisdictional units to provide appropriate information for completion of fire reports.

9. Training

Joint training exercises will be conducted periodically upon agreement by the parties (minimum of one per year). These training exercises shall be coordinated with LFD and the Tri-Cities Battalion Commanders.

10. Services by Los Angeles Fire Department

LFD agrees to provide a designated fire, ems and/or technical rescue response, as jointly agreed upon by the LFD and the Fire Chiefs of the Tri-Cities and LFD, upon request by the Tri-Cities to designated areas located within the jurisdiction of the Tri-Cities.

11. Dispatch by Los Angeles Fire Department

Upon receipt by Los Angeles of an alarm within a designated area located within the jurisdiction of Los Angeles, LFD, as the jurisdictional Department, will dispatch its nearest available and appropriately designated fire response to that alarm and also notify the Verdugo fire dispatcher who will, in turn, dispatch the agreed-upon Tri-Cities response.

12. Services by the Tri-Cities

The Tri-Cities agrees to provide a designated fire, ems and/or technical rescue response, as jointly agreed upon by the Fire Chiefs of the Tri-Cities and LFD, upon request by LFD to designated areas located within the jurisdiction of Los Angeles.

13. Dispatch by the Tri-Cities

Upon receipt by the Tri-Cities of an alarm within a designated area located within the jurisdiction of the Tri-Cities, the Tri-Cities (as the jurisdictional Department) will dispatch its nearest available and appropriately designated fire, ems, or rescue response to that alarm and also notify the LFD's Metropolitan Fire Communications' (MFC) dispatcher who will, in turn, dispatch the agreed-upon LFD response.

14. Amount and Type of Assistance

A. LFD to the TRI-CITIES

When requested by the Tri-Cities, the LFD agrees to provide the following resources to combat emergency incidents which are within the defined areas identified on the attached map. (Maps #1, #2 & #3) Additional resources may be authorized by the Fire Chief or Deputy Department Commander of the LFD upon request.

Structure Fire Response

- Up to and including a category "B" assignment (two light forces, three engines, one Battalion Chief, and (if necessary) an additional Chief Officer to serve as an agency representative.

Brush/Vegetation Fire Responses

- Up to and including one light force, six engines, one Battalion Chief, and an additional Chief Officer to serve as an agency representative.

AIR RESOURCES

- Upon verification of a working brush fire, the LFD will provide one LFD water dropping helicopter (when available), plus a separate LFD helicopter coordinator aircraft, (HELCO), for a period not to exceed 2 hours.
- Additional flight time, which will be requested through the Metropolitan Fire Dispatch Center or LFD Agency Representative will be billed as **Assistance By Hire (ABH)**, per helicopter, for the remainder of the incident, at the standard rate as determined at the beginning of the fiscal year by the LFD Revenue Management Section (LFD Aircraft Flight Hour Rate Sheet attached). Contracted Type-1 Helitankers are not included as an automatic aid resource, and would be considered a separate ABH resource at the designated rate (Helitanker Flight Hour Calculation sheet attached).
- Note: When the fire poses a risk of extension to the City of Los Angeles border, LFD Helicopters may remain attached to the incident longer than the prescribed time, or additional aircraft requested without charge, at the discretion of the LFD Agency Representative (and confirmed by the Deputy Department Commander).

Additional Helicopter Response

- Any other request by the Tri-Cities for helicopter response (e.g., working high-rise fires, swift water rescue incidents, hoist rescues and specialized medical transport) shall be approved by the LFD Deputy Department Commander (through the Metropolitan Fire Dispatch Center, or LFD Agency Representative), with financial arrangements documented (e.g., Assistance by Hire for duration of assignment).
- In these applications, helicopter response is defined as one Type-II mission-specific helicopter and a separate Helicopter Coordinator (HELCO) aircraft.
- The LFD agrees, at the request of the responding helicopter pilot or HELCO, to dispatch an engine company and/or the helicopter tender to establish a helispot for fueling helicopters and/or filling helicopter water tanks. Financial agreement will mirror time/use parameters as established for helicopter response.

Freeway Incidents: Fire, EMS, and Technical Rescue

Upon notification, LFD agrees to dispatch the following resources to reported fire and EMS incidents to supplement/assist Tri-City Engine Companies responding to the following freeway locations.

- One Engine northbound on Hwy 2 between the 134 Freeway and Mountain Ave (Map #4)

Heavy Rescue

When requested by the Tri-Cities, the LFD agrees to provide the Tri-Cities with a Heavy Rescue unit (if available) and one Battalion Chief to assist with vehicle extrications, confined space rescues and trench rescues.

Swift Water Rescue

Upon notification of a Swift Water incident within the identified areas in Burbank or Glendale, LFD will dispatch resources along the Burbank Western Flood Control Channel within the City of Burbank, per the direction of the jurisdictional Incident Commander; and along the confluence of the Verdugo Channel and L.A. River, within the City of Glendale (see attached map #5 and 5A). Resources responding will perform rescue procedures, as possible, as requested by the jurisdictional Incident Commander – under the same operational safety parameters in place within the City of Los Angeles. Responding resources will utilize the Verdugo Communication dispatch and command radio frequency designated at the time of dispatch. LFD resources will utilize an LFD tactical channel for communications within the Rescue Group.

The initial Swift Water dispatch by LFD into the Tri-Cities area will consist of:

- 1 Battalion Chief
- 1 Swift Water Rescue Team (if deployed and available) and
- 1 Light Force
- 1 Engine Company

B. THE TRI-CITIES to LFD

Structure Fire and EMS Response

Upon notification, the Tri-Cities agree to automatically dispatch the following resources to structure fires and EMS incidents within the areas defined below. Additional resources may be authorized by the Tri-Cities Operations Chief/Duty Chief upon request.

- West of San Fernando Road to the Los Angeles River between Doran Street and Los Feliz Drive (Map #6 and 6A)
- Los Angeles Equestrian Center in Griffith Park* (Map #7 and 7A)
- Lakeside Country Club and Golf Course (Map #8 and 8A)
- Villa Cabrini Development and adjacent areas (Map #9 and 9A)

Structure Responses

- One truck, two engines, one Battalion Chief. Additional resources may be authorized by the Tri-Cities "Duty Chief" and/or Operations Chief upon request.

EMS Responses

- One Engine with one ALS/BLS ambulance (minimum of one Advanced Life Support resource).

* Verdugo Dispatch will NOT dispatch Tri-Cities' EMS resources to BLS level responses within LFD's jurisdiction, except in the Los Angeles Equestrian Center.

Freeway Incidents: Fire, EMS, and Technical Rescue

Upon notification, the Tri-Cities agrees to automatically dispatch the following resources to reported fire and EMS incidents to supplement/assist LFD engine companies responding to the following freeway locations:

- One engine westbound on the CA-134 Freeway between the Glendale (CA-2) Freeway and Figueroa Boulevard. (Map #10)
- One engine southbound on the Golden State Freeway (I-5) between Western Avenue and Glendale Boulevard. (Map #11)
- One engine westbound on the I-210 Freeway between Lowell Avenue and Sunland Boulevard. (Map #12)
- One engine westbound on the CA-134 Freeway between the western edge of the Burbank/Los Angeles border and the intersection of the 101 and 134 Freeways. (Map #13)

- One engine eastbound on the CA-134 Freeway between the Buena Vista off ramp and the Interstate 5/134 merger. (Map #14)
- One engine eastbound on the CA-134 Freeway and southbound on the I-5 for any incident reported at the 5/134 interchange. (Map #15)

Additionally, the Tri-Cities agrees to automatically dispatch one truck company, one Battalion Commander and one rescue ambulance in addition to the one engine company normally dispatched to freeway incidents, to any reported physical rescue (persons trapped) on any of the freeways covered by this agreement.

Swift Water Incidents

Upon notification by LFD of a Swift Water Incident within the Los Angeles area (identified on attached maps), the Tri-Cities will automatically dispatch resources to the following locations:

- Los Angeles River at the confluence of the Burbank Western Channel (Map #16)
- Burbank western Channel at Cabrini (Map #17)
- North bank (river left) of the Los Angeles River from Victory Boulevard/Riverside Drive intersection, downstream to Los Feliz Drive (Map #18)

Resources responding will perform rescue procedures, as possible, as requested by the LFD Incident Commander utilizing an identified LFD radio channel.

The initial dispatch by the Tri-Cities into the area will consist of:

- 1 Battalion Chief
- 1 Engine Company
- 1 Urban Search & Rescue Apparatus
- 1 Truck Company

Brush Response

Upon notification, the Tri-Cities will dispatch five engine companies, one water tender, and a Battalion Commander to working brush fires into the following areas (as indicated on the attached map):

- W/B CA-134 Freeway between Figueroa and CA-2 Freeway. (Map #19)
- Griffith Park Area (Map #20)
- The Verdugo Mountain Area (Map #21)
- Mount Washington Area (Map #22)

15. Communications System

The Parties agree to share the use of communication systems, radios and radio frequencies for the execution of this Agreement. Sharing of the frequencies must be approved only by authorized personnel for each PARTY and documented in the Incident Action Plan IAP. The Communications plan will be reviewed annually and included in the recurrent joint training exercise.

When a Battalion Chief is assigned to the incident from the agency providing assistance (i.e. structure fire, swift water and freeway physical rescue), a common command channel (of the jurisdictional agency) shall be used by all assigned Officers, while each agency's line personnel may operate on their own tactical radio channel(s).

For incidents where there is **NO** Battalion Chief assigned from the agency providing assistance (i.e. auto and other fires on the freeway, EMS incidents, etc.) agencies' Company Commanders will communicate with each other using the tactical radio channel assigned to the agency having jurisdiction.

For brush responses where either assisting agency is requested or committed to a working operational role, the Incident Commander shall request a VHF Communications Plan through the respective dispatch center, (from the "Foothill Communications Plan"), which all agencies will move to from their initial dispatch communications plan. In all such circumstances, responding Chief Officers shall co-locate for validation of jurisdiction and agency role (Unified Command versus Assisting Agency).

16. No Third-Party Benefit

This Agreement shall not be construed as, or deemed to be, an Agreement for the benefit of anyone not a party hereto, and anyone who is not a party hereto shall not have a right of action hereunder for any cause whatsoever.

17. Consideration

No party furnishing aid pursuant to this Agreement shall be entitled to compensation for services rendered to the requesting agency, it being understood that the respective covenants contained in this Agreement shall constitute the sole consideration for such services.

18. Hold Harmless

It is mutually understood and agreed that the party requesting assistance shall not indemnify the party furnishing assistance as to liability or damage imposed by law upon the assisting party for any act or omission of the assisting party or its employees occurring in the performance of the services.

19. No Effect on Master Mutual Aid Agreement

It is mutually understood that this Agreement will in no way affect or have a bearing on the existing California Master Mutual Aid Agreement.

IN WITNESS WHEREOF, this Agreement has been executed on the _____ day of _____, 2022 and is effective and operative as to each of the parties as herein provided.

(Signature pages follow)

CITY OF LOS ANGELES

By _____
RALPH M. TERRAZAS
Fire Chief

Approved as to form and legality:

MICHAEL N. FEUER
City Attorney

By _____
Kimberly Miera
Deputy City Attorney

Attest:

HOLLY WOLCOTT
City Clerk

By _____
Deputy City Clerk

CITY OF BURBANK

By _____
ERIC GARCIA
Fire Chief

By _____
JESS A. TALAMANTES
Mayor

Approved as to form and legality:

Approved as to content:

By _____
JOSEPH MCDOUGALL
City Attorney

By _____
JUSTIN HESS
City Manager

Attest:

By _____
ZIZETTE MULLINS
City Clerk

CITY OF GLENDALE

By _____
SILVIO LANZAS
Fire Chief

By _____
PAULA DEVINE
Mayor

Approved as to form and legality:

Approved as to content:

By _____
MICHAEL GARCIA
City Attorney

By _____
ROUBIK GOLANIAN
City Manager

Attest:

By _____
ARAM ADJEMIAN
City Clerk

CITY OF PASADENA

By _____
CHAD AUGUSTIN
Fire Chief

By _____
VICTOR GORDO
Mayor

Approved as to form and legality:

Approved as to content:

By _____
MICHELE BEAL BAGNERIS
City Attorney

By _____
CYNTHIA KURTZ
City Manager

Attest:

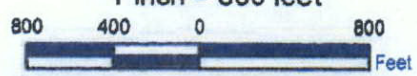
By _____
MARK JOMSKY
City Clerk




**LOS ANGELES
 FIRE DEPARTMENT**
BURBANK FD to LAFD
AUTOMATIC AID MAP No. V2A
FIRE RESPONSE
GRIFFITH PARK (Equestrian Ctr)

August 01 2017

1 inch = 800 feet



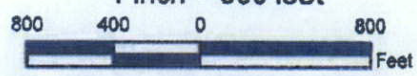



LOS ANGELES FIRE DEPARTMENT
LAFD to BURBANK
AUTOMATIC AID MAP No. V1
FIRE RESPONSE
CITY OF BURBANK
 August 02 2017
 1 inch = 4,000 feet
 4,000 2,000 0 4,000 Feet



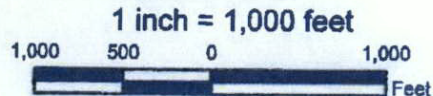
**LOS ANGELES
FIRE DEPARTMENT
BURBANK FD to LAFD
AUTOMATIC AID MAP No. V2B
EMS RESPONSE
CABRINI**

August 01 2017
1 inch = 800 feet





**LOS ANGELES
 FIRE DEPARTMENT**
LAFD to BURBANK
AUTOMATIC AID MAP No. V5
SWIFT WATER RESCUE
BURBANK WESTERN CHANNEL
August 01 2017





**LOS ANGELES
 FIRE DEPARTMENT**
BURBANK FD to LAFD
AUTOMATIC AID MAP No. V4
SWIFT WATER RESCUE
BURBANK CHN. at HOLLYWOOD WAY
 August 01 2017
 1 inch = 800 feet
 800 400 0 800
 Feet




**LOS ANGELES
 FIRE DEPARTMENT**
BURBANK FD to LAFD
AUTOMATIC AID MAP No. V3
SWIFT WATER RESCUE
L.A. RIVER/BURBANK CHNL.
 August 01 2017
 1 inch = 800 feet
 800 400 0 800
 Feet

LOS ANGELES FIRE DEPARTMENT



Aircraft Flight Hour Rates for FY 2018-2019

AIRCRAFT TYPE	Cost Per Flight Hour	Admin Fee (20.731%)	Cost per FH with Admin Fee
Helicopter 2 AW-139	\$3,680	\$762.90	\$4,442.90
Helicopter 3 AW-139	\$4,563	\$945.96	\$5,508.96
Helicopter 4 AW-139	\$8,697	\$1,802.98	\$10,499.98
Helicopter 5 AW-139	\$3,856	\$799.39	\$4,655.39
Helicopter 6 Bell 206B-III	\$363	\$75.25	\$438.25

PLEASE NOTE:

- these rates include the average hourly pilot rate of \$80/hour

- these rates are effective 7/30/2018

LOS ANGELES CITY FIRE DEPARTMENT (LFD)



Helitanker Flight Hour Rate Calculation

Helitanker Vendor: Erickson Sky Crane
Helitanker Model: HT 735

Helitanker Flight Hour Cost Breakdown - FY 18-19

Stand-by Cost per Hour (\$4,022,343.39 divided by 1,500 [150-Days x 10 hours])	\$	2,682
Flight Hour Cost (provided by Erickson)	\$	5,492
Fuel Per Hour (550 gal/\$1.96)	\$	1,078
Cost Per Flight Hour:	\$	9,252
Admin Fee (20.731%)	\$	1,918.04
Cost Per Flight Hour with Admin Fee:	\$	11,170.08

as of 7/30/2018