



## **Proposal to Provide Emergency Services to the Cameron Park Community Services District**

Submitted By:

The El Dorado County Fire Protection District  
P.O. Box 807 (4040 Carson Road)  
Camino, CA

Fire Chief, Michael Hardy

Board Members:

Mark Brunton (Division 1)  
Dennis Thomas, Chair (Division 2)  
Bill Draper (Division 3)  
Ken Harper (Division 4)  
Tara Mason (Division 5)

Submitted in response to a request for proposal emergency services from the  
Cameron Park Community Services District issued on February 6, 2018

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Michael Hardy, Fire Chief  
El Dorado County Fire Protection District  
P.O. Box 807  
Camino, CA, 95709

Jill Ritzman, General Manager  
FIRE SERVICES PROPOSAL  
Cameron Park Community Services District  
2502 Country Club Drive  
Cameron Park, CA 95682

RE: Request for Proposal – Emergency Services

Dear Ms. Ritzman,

On behalf of the El Dorado County Fire Protection District (“EDCFPD”), I am respectfully submitting the following response to the Cameron Park Community Services District’s Request for Proposal Emergency Services, which was issued on February 6, 2018.

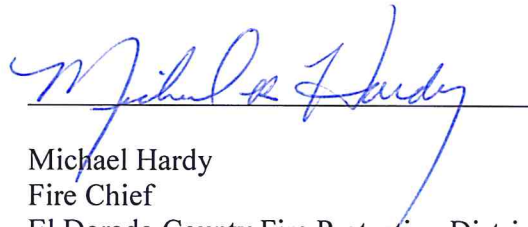
We believe the EDCFPD is uniquely qualified to provide the services requested by the Cameron Park Community Services District (“CPCSD”). The EDCFPD was founded in 1991 and proudly serves numerous neighboring communities to Cameron Park including Apple Hill, Camino, Coloma, Cool, Gold Hill, Kyburz, Lotus, Oak Hill, Pacific House, Pilot Hill, Placerville, Pleasant Valley Pollock Pines, Salmon Falls, Shingle Springs, Sierra Springs, Silver Fork, Strawberry, Texas Hill and Twin Bridges. We operate out of six staffed fire stations and employ 72 uniformed personnel and three support staff to serve and protect over 74,000 residents in communities with similar wildland-urban landscapes as Cameron Park. We were also selected by the Shingle Springs Band of Miwok Indians to serve the Red Hawk Casino through contract and have an excellent relationship with the Tribe.

Given the EDCFPD’s unique position as the emergency services provider to neighboring wildlife and urban communities and the resulting experience we have gained serving this area, we are well situated to provide fire protection and emergency services to the Cameron Park community. This proposal represents a significant opportunity, which would result in critical efficiency gains and service improvements to the constituents we both serve. We have an established relationship with all of the emergency service providers in the County and are very familiar with the governmental structure in place to provide these services. We are a member of the Emergency Medical Services Joint Powers Agency in the County and have a very cooperative relationship with Marshall Hospital. We also have an outstanding relationship with the El Dorado County Sheriff and the Placerville Police Department, as well as the El Dorado Transit Authority in the event their services are necessary for a major evacuation.

I have attached a detailed proposed estimate for the emergency services which is outlined in Appendix C included in our proposal. Importantly, this proposal is for \$15,282,244.00 for a five year period. This proposal price will be valid for a period of 180 days.

As requested, we have attached Appendix A to this letter. The Board of Directors of the EDCFPD authorized me as the Fire Chief to sign and submit this as a binding proposal at a special meeting on March 6, 2018. The proposal price will be valid for a period of at least 180 days. The address from which the project will be managed is 4040 Carson Rd, Camino, CA. However, as indicated in the proposal, we intend to assign Division Chief Paul Dutch to be present at Cameron Park Station 89 as the primary contact and to manage the contract with the CPCSD. The phone number at our Camino Office is 530.644.9630.

Respectfully submitted this 16th day of March 2018.



Michael Hardy  
Fire Chief  
El Dorado County Fire Protection District

Attachment:  
Appendix A – Emergency Services Provider Application Form (2 Pages)

Appendix A: Emergency Services Provider Application Form

# Emergency Services Provider Application Form

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Type of Applicant:       New       Current Provider

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Legal Contractual Name of Corporation  
El Dorado County Fire Protection District

---

Name of Contact Person for Agreement  
Michael Hardy, Fire Chief

---

Corporate Mailing Address  
PO Box 807

---

City, State and Zip Code  
Camino, CA 95709

---

Email Address  
hardym@eldofire.com

---

Name of Contact Person for Proposal  
Michael Hardy

---

Title	Email Address
Fire Chief	hardym@eldofire.com
Telephone Number	Fax Number
(530) 644-9630	(530) 644-9636

---

Federal Tax Identification Number  
680237891

---

Is Your Business (check one)

Non-Profit Corporation       For Profit Corporation

Fire Protection District Operating under Health and Safety Code Section 13800 et seq.

---

Is Your Business (check one)

Corporation       Limited Liability Partnership

Individual       Sole Proprietorship

Partnership       Unincorporated Association

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**Names & Titles of Corporate Board Members**

Name	Title	Telephone Number
Mark Brunton	Board Vice Chair	(530) 906-5525
Dennis Thomas	Board Chair	(530) 306-0954
Bill Draper	Board Member	(530) 644-5535
Ken Harper	Board Member	(530) 391-0798
Tara Mason	Board Member	(530) 556-9691

The Board of Directors has authorized the Fire Chief to execute and submit this proposal and price which will be valid for a period of 180 days. If the EDCFPD is selected, the final contract will be submitted to the entire Board for its approval.

## **BACKGROUND AND PROJECT SUMMARY**

### **Background of EDCFPD**

The EDCFPD has a proud history of providing emergency services within El Dorado County. As noted in our cover letter, we were founded on March 1, 1991 through a reorganization of the Pleasant Valley, Shingle Springs, and Pollock Pines/Camino Fire Protection Districts and also the annexation of the City of Placerville. Subsequently, the Strawberry Area and the Highway 50 corridor were annexed and, later, the Coloma-Lotus and Northside Fire Protection Districts were reorganized into EDCFPD in 1993.

The EDCFPD operates under Health and Safety Code § 13800 et seq. and currently utilizes six staffed fire stations and employs 72 uniformed personnel, and three support staff to serve and protect over 74,000 residents in communities with similar wildland-urban landscapes as Cameron Park.

### **Executive Summary of Proposal and Demonstrated Capability**

The CPCSD is located in the foothills of El Dorado County and is home to about 18,000 residents and covers an area of about 8.8 square miles. The CPCSD administers fire and emergency services, parks, recreation, covenants, conditions and restrictions, lighting and landscaping, solid waste disposal and recycling.

We are prepared and capable to provide full service fire protection and emergency services to the CPCSD to include the proposed services sought in the Request for Proposals. EDCFPD understands that the CPCSD Emergency Services currently consists of 18 full time positions that provide administrative services as well as staffing for Stations #88 and #89. Our proposal includes fully staffing these 18 positions to ensure that both Stations #88 and #89 continue to provide critical emergency services to Cameron Park. If selected, we are committed to utilizing these stations and personnel to ensure that the residents of Cameron Park receive the same exceptional service as the other areas already served by the EDCFPD.

Details regarding the following services contained within our proposal as well as our qualifications are included below:

### **SCOPE OF WORK**

#### **Fire Suppression**

EDCFPD is an all risk fire and EMS agency that currently staffs six full time engine companies and covers 281 square miles. In 2017 EDCFPD responded to 113 vegetation fires, 95 structure fires, 451 other fires, 5,150 medical aid, 144 Hazmat, and 1,122 public assists for a total of 7,073 requests for service. EDCFPD provides 24/7/365 Chief Officer coverage that provides for day-to-day shift supervision and operational coverage and response.

EDCFPD provides Fire Suppression Service for the City of Placerville and Red Hawk Casino. We look forward to providing this service under the direction of the CPCSD to the community of Cameron Park as well.

### **Vehicle and Technical Rescue**

EDCFPD understands working in a county that has both rural and metropolitan attributes, it is essential that our engines are equipped and our personnel are well trained in emergency vehicle extrication rescue and technical rescue. All 6 engines carry Hurst Tool extrication equipment and spreaders and LARRO low angle technical rescue equipment. EDCFPD also provides for swift water rescue with 19 qualified rescue swimmers.

### **Hazardous Materials Response**

All EDCFPD safety personnel are trained at the minimum level of Hazardous Materials First Responder Operations (FRO) EDCFPD also has firefighters and captains trained at the Operations Level. EDCFPD responds to all Hazardous Materials Incidents within our fire district to assess, assume command, establish operational zones, mitigate as needed to our training level and request additional resources as needed.

### **Emergency Medical Transport Response (ALS and BLS), Support and Training**

Our proposal includes providing advanced life support service (ALS) and transport within the requirements of the El Dorado County Emergency Services Authority, the agency responsible for the approval of any emergency medical service paramedic (EMT-P) provider in El Dorado County.

EDCFPD provides four JPA funded ALS transporting paramedic units and responded to 7,580 requests for medical aid in 2017. EDCFPD is a leading training agency for the County providing for six Field Training Officers. All six staffed engines are certified with county EMSA as recognized ALS engines. EDCFPD also provides BLS and Expanded BLS Scope of Practice for its employees and training for the EMT's at the Red Hawk Casino.

EDCFPD provides ALS and BLS Emergency Medical Service to the City of Placerville and the Red Hawk Casino.

### **Training and Personal Development**

Well trained, well equipped firefighters are a priority for the El Dorado County Fire Protection District. EDCFPD has a full-time fire training and safety bureau under the command of a Division Chief. Training and Personnel Development Programs that satisfy mandated and regulated skills are delivered on a quarterly basis by qualified and certified instructors. Quarterly training includes fire control methods, confined space rescue, vehicle extrication, hazardous materials emergency operations, medical training and other required training. EDCFPD also maintains a training site where hands on live fire training occur throughout the year for all safety personnel.



## **Fire Administration and Support**

EDCFPD currently employs a support staff and a team of consultants to provide time and attendance reporting; fire and emergency medical services; records management; information technology; human resource management; budgeting; accounting, purchasing, project management, clerical support, scheduling, internal and external coordination, public education disaster preparation, legal counsel, hiring coordination, labor relations, retirement, administration, workers compensation, Employee Assistance Program, oversight of Safety Program, Injury/Illness Prevention Program, compliance to California Code of Regulations Title 8 and Title 22, Public Information Officer that oversees multimedia and special events.

## **Dispatch Services**

EDCFPD currently contracts with Camino Emergency Command Center for dispatch services and proposes to also use the Command Center for dispatch concerning calls within the CPCSD.

## **Rolling Stock**

EDCFPD currently employs a division chief who oversees a fleet of type 1, type 3 and type 6 fire apparatus with daily maintenance and a contracted certified mechanic. The EDCFPD is capable of providing maintenance and service of the rolling stock as described in Appendix G either through its contracted mechanic and other approved service providers. This proposal is submitted under the premise that the EDCFPD will provide oil changes and monitor fluid levels of the vehicles. Any other repairs or maintenance will be made in consultation with the owner of the rolling stock and will be provided by the EDCFPD and paid for by the owner as directed by the owner. The services will be provided at cost without any mark up or administrative charge.

## **EOC and Incident Command**

EDCFPD participates when needed and will continue to provide personnel as needed to the El Dorado County Emergency Operations Center (EOC) when activated and participates in and provides training as needed related to EOC operations.

Our proposal includes the ability to serve as a critical element within the CPCSD's emergency response system and provide command staff during a major emergency. We have existing mutual and automatic aid agreements with surrounding jurisdictions, CALOES and El Dorado County Emergency Services Authority.

## **Community Outreach**

The EDCFPD actively participates in the communities where our employees work and live. It is our goal and commitment to be involved with the citizens within our community to gain their trust and commitment in the service we provide them. We gain this trust through attending community events, maintaining a strong community presence through no emergency

activities, and during emergency incidents. Through education, we aim to educate our residents to prevent fires and injuries before they occur. We provide a variety of services to the community that isn't limited to: school visits, station tours, fire extinguisher training, 4th of July pancake breakfast, and firefighters attending community events and function with their fire apparatus.

## **METHODOLOGY**

The El Dorado County Fire Protection District currently oversees six advanced life support fire engines, and four advanced life support ambulances, on a daily basis. These resources are strategically located throughout our fire district, and have continued to meet the emergency and non-emergency needs of our constituency on a daily basis. The interoperability of our resources is managed at the station level, by a company officer. On the district level, our engine companies and ambulances interface with our chief officers, which hold the rank of Division Chief. The Division Chief's respond to all motor vehicle accidents and fire related calls throughout the fire district. Additionally, each Division Chief is responsible for their respective area of program management that includes; firefighter training, fire prevention, emergency medical services, and fleet and apparatus maintenance.

This daily coordination and cooperation is assisted through the administrative personnel support division. The El Dorado County Fire Protection District has taken measured steps in insuring that we are able to continue to meet the long-term needs of our constituency, through the implementation of proactive financial management strategies. This approach has allowed our fire district to implement components of economic sustainability. These components have permitted the fire district to operate within the given financial axioms, which have in turn allowed the district to provide for a budgeted surplus, for the last five years.

The El Dorado County Fire Protection District intends to employ all operational and administrative strategies that have proven to be successful for our agency during our partnership with the CPCSD. The overall intent of this strategy will be to insure that the constituents of the county continue to receive a professional public safety workforce, while simultaneously being responsive to the most efficient economic model of delivery possible.

The EDCFPD is able to implement the transition to service on any reasonable timeline requested by the CPCSD. As noted below, we could commence expedited service by authorizing additional overtime by our current staff. However, our recommended method of service will be to promote current employees and hire new employees into our system and we would begin this process immediately upon being awarded the contract. With this in mind, we envision that we would incur additional expenses during the first year due to initial training and hiring expenditures. These projected costs are further outlined in Appendix C.

The EDCFPD proposes to use the rolling stock owned by the CPCSD and Station 88 and 89 in providing the services as outlined herein. This proposal anticipates that the facilities and equipment will be provided to the EDCFPD without the payment of rent or additional cost to the EDCFPD.

## STAFFING

Lead Personnel who will be working on this project include the following individuals:

- Michael Hardy, Fire Chief, El Dorado County Fire Protection District
- Brandon McKay, Fire Marshall of El Dorado County Fire Protection District
- Paul Dutch, Division Chief, El Dorado County Fire Protection District
- Paul Lohan, Division Chief, El Dorado County Fire Protection District
- Paul McVay, Division Chief, El Dorado County Fire Protection District
- Timothy N. Cordero, Division Chief, El Dorado County Fire Protection District

This project lends itself to several different implementation/staffing options. If awarded the contract, the EDCFPD will work with the CPCSD to implement the plan determined by the CPCSD to best meet its needs. For example, the EDCFPD has sufficient existing personnel to fully staff the two stations and provide administrative/battalion chief support without hiring any additional personnel simply through the authorization of additional overtime. However, we do not envision this as a viable long-term solution and it is our belief that the CPCSD and the EDCFPD will be better served through promoting qualified individuals in our organization to the position of captain and hiring additional firefighters/paramedics to serve the EDCFPD and the CPCSD. With the exception of Division Chief Paul Dutch, who will be assigned to Station 89, no decisions have been made at this point in time in regard to who will fill these positions. We believe it is likely that the new stations will be staffed with a strong mix of both seasoned and new personnel. We will coordinate closely with the CPCSD on staff assignments to provide an arrangement acceptable to both parties.

The EDCFPD shall provide a minimum of one full time staff member or contract provider certified as required per NFPA 1071 Emergency Vehicle Technician Professional, and California State Certified Fire / Master Mechanic level III with Pump certificate.

The EDCFPD shall provide ASE master (or equal) proficiency trained working staff or contractors to service all other equipment.

The EDCFPD shall provide working staff that have Commercial Licenses (CDL) to test drive DOT regulated equipment after repair.

The EDCFPD shall manage the CDL random drug test program for their staff as required by California Highway Patrol and Department of Transportation and advise the CSD Representative of non-compliance.

The EDCFPD understands that prior to the award of the contract the EDCFPD or its contractors must be licensed in the State of California with a valid Bureau of Automotive Repair license or other appropriate and legal designation.

The Resumes for the Key Personnel are included as attachments to Appendix I, listed below.

1. Resume of Michael Hardy
2. Resume of Brandon McKay
3. Resume of Paul Dutch
4. Resume of Paul Lohan
5. Resume of Paul McVay
6. Resume of Timothy N. Cordero

## **QUALIFICATIONS**

As discussed above, the EDCFPD has extensive experience in providing emergency services. EDCFPD is an all risk fire and EMS agency that currently staffs six full time engine companies and covers 281 square miles. In 2017 EDCFPD responded to 113 vegetation fires, 95 structure fires, 451 other fires, 5,150 medical aid, 144 Hazmat, and 1,122 public assists for a total of 7,073 requests for service. EDCFPD provides 24/7/365 Chief Officer coverage that provides for day-to-day shift supervision and operational coverage and response.

## **References**

Marty Hackett, Executive Director  
El Dorado County Emergency Services Agency  
(530) 409-2070  
mhackett@edcjpa.org

EDCFPD provides four of the eight Advanced Life Support Paramedic Units to the JPA  
EDCFPD has been providing Paramedic Units to the JPA since inception in 1993

Tyler Bila, Vice President, Property Management  
Red Hawk Casino  
(530) 672-5220  
tbila@redhawkcasino.com

EDCFPD provides Fire Protection Services to the Red Hawk Casino through contract since 2008

Cleve Morris, City Manager  
City of Placerville  
(530)642-5223  
cmorris@cityofplacerville.org

EDCFPD provides Fire and Emergency Services to the City of Placerville through contract since consolidation in 1991.

## FINANCIAL CAPACITY

The latest audited financial statement of the EDCFPD is attached for your information in Appendix J. As a public agency, all of our financial documents are considered public records. Any additional information will be provided upon request.

The EDCFPD is not currently involved in any administrative proceedings or lawsuits.

The EDCFPD has taken several steps in recent years to maintain its financial integrity. Beginning in 2013, the El Dorado County Fire Protection District began to partner with the Uniformed Firefighters Association of Local 3556, in an effort to close a structural deficit within the operating budget. Many components of economic sustainability were implemented due to the collaborative efforts between the district and the firefighter's union.

Some of the measures that have been employed reflect an understanding of the financial axioms of the fire district. These measures are directly correlated to the cessation of the housing market boom, and subsequent crash experienced during the "Great Recession". In an effort to address this reality of the limited annual revenue streams being outstripped by the employee benefit packages, the district partnership with the union included an inoculation of annual health care costs, and a reduction in employee sick and vacation accruals to minimize annual overtime costs. Additionally, the Uniformed Firefighters Association of Local 3556 has agreed to contribute a total of 15% of their salaries, towards the annual CALPERS pension costs.

The resulting effects of the collaborative measures have allowed the district to implement a proactive financial management strategy. This strategy has yielded the district with the following results:

- Continued strengthening of annual reserve funds
- One time cash purchase of the entire district first out fire apparatus fleet, in an effort to avoid unnecessary financing costs
- 100% funding of employee sick and vacation accruals
- Annual earmark towards generational fire apparatus replacement
- Annual hedge created within the operating budget, to address the amortization of ongoing CALPERS unfunded actuarial liabilities

## **FEE PROPOSAL**

A copy of our full fee proposal is attached in Appendix C. The EDCFPD proposes to bill the CPCSD annually in advance but is willing to entertain alternative proposals by the CPCSD regarding the billing cycle.

## **CONDITIONS TO AGREEMENT**

The EDCFPD proposes a possible modification to the termination provision of Section 3 of the Sample Contract to provide for more thorough language in the event of termination to be agreed upon if EDCFPD is awarded the contract.

## **DISCLOSURE**

As noted in Appendix E, all of the employees of EDCFPD are public employees as employees of the EDCFPD which operates under Health and Safety Code Section 13800. Further, board member and vice chair Mark Brunton is also an employee of CAL FIRE.

## **FORMS**

The following items are attached to this proposal:

- Appendix A: Emergency Services Provider Application Form
- Appendix B: Ex Parte Communications Certification
- Appendix C: Emergency Services Pricing Proposal Form
- Appendix D: Disqualification Questionnaire
- Appendix E: Disclosure of Government Positions
- Appendix F: Indemnity and Defense Obligation
- Appendix G: Rolling Stock
- Appendix H: Sample Contract for Services
- Appendix I: Resumes of Key Personnel
- Appendix J: Audited Financial Statement
- Appendix K: Certificate of Insurance

Appendix A: Emergency Services Provider Application Form

# Emergency Services Provider Application Form

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Type of Applicant:       New       Current Provider

---

Legal Contractual Name of Corporation  
El Dorado County Fire Protection District

---

Name of Contact Person for Agreement  
Michael Hardy, Fire Chief

---

Corporate Mailing Address  
PO Box 807

---

City, State and Zip Code  
Camino, CA 95709

---

Email Address  
hardym@eldofire.com

---

Name of Contact Person for Proposal  
Michael Hardy

---

Title	Email Address
Fire Chief	hardym@eldofire.com
Telephone Number	Fax Number
(530) 644-9630	(530) 644-9636

---

Federal Tax Identification Number  
680237891

---

Is Your Business (check one)

Non-Profit Corporation       For Profit Corporation

Fire Protection District Operating under Health and Safety Code Section 13800 et seq.

---

Is Your Business (check one)

Corporation       Limited Liability Partnership

Individual       Sole Proprietorship

Partnership       Unincorporated Association

---

**Names & Titles of Corporate Board Members**

Name	Title	Telephone Number
Mark Brunton	Board Vice Chair	(530) 906-5525
Dennis Thomas	Board Chair	(530) 306-0954
Bill Draper	Board Member	(530) 644-5535
Ken Harper	Board Member	(530) 391-0798
Tara Mason	Board Member	(530) 556-9691

The Board of Directors has authorized the Fire Chief to execute and submit this proposal and price which will be valid for a period of 180 days. If the EDCFPD is selected, the final contract will be submitted to the entire Board for its approval.



**Appendix B: Ex Parte Communications Certification**

## **Ex Parte Communications Certification**

Please indicate by signing below one of the following two statements (only sign one statement).

*I certify that Proposer and Proposer's representatives have not had any communication with a CSD Board of Directors member concerning the Emergency Services RFP at any time after January 17, 2018.*

  
\_\_\_\_\_  
*Signature*

OR

*I certify that Proposer or Proposer's representatives have communicated after January 17, 2018, with a CSD Board of Directors member concerning the Emergency Services RFP. A copy of all such communications (e.g. emails, letters, memos, phone calls, meetings) is attached to this form for public distribution.*

\_\_\_\_\_  
*Signature*

**Appendix C: Emergency Services Pricing Proposal Form**

# Emergency Services Pricing Proposal Form

If selected, El Dorado County Fire Protection District will provide the following services/programs (check each box for the corresponding service to be provided for under this proposal):

- Dispatch Services - If your proposal does not include dispatch services indicate who will dispatch:
- Fire Suppression
- Vehicle and Technical Rescue
- Hazardous Material Response
- Emergency Medical Response, Support and Training: ALS, BLS or both (Circle)
- Emergency Medical Transport: ALS, BLS, or both (Circle)
- Training and Personnel Development
- Fire Prevention to include: code enforcement, plans review, inspections, investigation, hazardous materials disclosure coordination, fee billing and public education, state mandated inspections. (Public Resource Codes 4291)
- Weed Abatement Administration – Enforces weed abatement within the city of Placerville
- Vegetation Management and Fuel Reduction - See description below
- Fire Administration and Support to include: time and attendance reporting; fire and EMS records management; IT; human resource management; budgeting, accounting, purchasing, project management, clerical support, scheduling, internal and external coordination, public education, disaster preparation, legal counsel, hiring coordination, labor relations, retirement administration, workers compensation, Employee Assistance Program (EAP), oversight of Safety Program, Injury/Illness Prevention Program (IIPP), compliance to California Code of Regulations Title 8 and Title 22. Public Information Officer (PIO) overseeing multimedia and special events.
- Rolling Stock – Apparatus List (see list of fire vehicles attached as Appendix G)
- EOC and Incident Command
- Community Relations and Outreach – See description below
- Events Planning, Organization and Support
- Programs with provide cost avoidance to the CSD
- Law Enforcement Program (specific to arson investigation)
- Explorer and Resident Programs – Currently supports Explorer Post 1000 (Boy Scouts)

**Other Functions**

If your proposal will provide programs or services beyond those listed above, please detail below:

**IMPORTANT - Strike out ANY above service, program or activity not provided as part of this proposal.** If a service, program or activity is not provided as part of this proposal, detail who will provide the service, program or activity and at what cost:

Under this proposal emergency services will be deployed in the following manner:

EDCFPD will provide 24/7 emergency services as listed above during the following hours per shift 24 and 30 shifts per month.

**Station #88 (2961 Alhambra Drive Cameron Park, CA 95682)**

- Total number of sworn personnel (including command personnel): 6;
- Total Number of non-sworn personnel assigned: 0;
- Minimum staffing assigned to the ALS Type I Engine per shift: 2;
- Number of personnel per shift: 2;

**Station #89 (3200 Country Club Drive Cameron Park, CA 95682)**

- Total number of sworn personnel (including command personnel) 14;
- Total Number of non-sworn personnel assigned: 1;
- Minimum Staffing assigned to the Paramedic Ambulances: 6/ 2 per shift ;
- Minimum staffing assigned to the ALS Type I Engine per shift: 2;
- Number of personnel per shift: 4;

**Community Outreach**

The EDCFPD actively participates in the communities where our employees work and live. It is our goal and commitment to be involved with the citizens within our community to gain their trust and commitment in the service we provide them. We gain this trust through attending community events, maintaining a strong community presence through no emergency activities, and during emergency incidents. Through education, we aim to educate our residents to prevent fires and injuries before they occur. We provide a variety of services to the community that isn't limited to: school visits, station tours, fire extinguisher training, 4th of July pancake breakfast, and firefighters attending community events and function with their fire apparatus.

**Vegetation Management and Fuel Reduction**

Cameron Park enjoys the lifestyle of a semi-rural community within foothills of El Dorado County. With that lifestyle comes the inherent risk of catastrophic wildfire primarily due to the hazardous fuels conditions. Strategic management and control of wildland vegetation is essential to the safety, health, recreational, and economic wellbeing of California citizens and is essential to El Dorado County and Cameron Park.

Hazardous fuels and live and dead vegetation that has accumulated increases the likelihood of large wildland fires. When fire encounters areas of heavy fuel loads it can burn these surface and ladder fuels and may quickly move from a ground fire to a crown fire.

Hazardous fuels reduction generally requires the reduction of surface and ladder fuels. It may also require thinning out dense tree stands, preserving mature sized trees.

El Dorado County Fire Protection District recognizes the risks of damage to the environment, housing and infrastructure from wildland fire and would proactively move to reduce wildland hazardous fuels, by thinning, prescribed burning and other vegetation treatments.

El Dorado County Fire Protection District will accomplish vegetation management and fuels reduction through the use of a 15 person hand crew in conjunction with the Shingle Springs Band of Miwok Indians, with the skill, experience, leadership, availability and location to meet the needs of the Cameron Park CSD and reduce exposure to catastrophic wildfire.

**Arson Investigation Team**

The EDCFPD employs four qualified Arson Investigators. We also team with the El Dorado County Arson Investigation Task Force to ensure that we investigate all fires that are required to have an arson investigation. Our Arson Investigation Team will be available to the CPCSD as part of our contract.

**Equipment Maintenance Schedule/Provide Fleet Management and Equipment Schedule**

- Equipment Maintenance Schedule/Provide Fleet Management and Equipment Schedule

The EDCFPD is capable of providing maintenance and service of the rolling stock as described in Appendix G either through its contracted mechanic and other approved service providers. This proposal is submitted under the premise that the EDCFPD will provide oil changes and monitor fluid levels of the vehicles. Any other repairs or maintenance will be made in consultation with the owner of the rolling stock and will be provided by the EDCFPD as directed by the owner at cost to the EDCFPD without any mark up.

Please indicate the cost for providing services checked off above and for deploying personnel.

**General Administration, Operations and Supervision of Suppression Personnel:**

\$321,361.74\_\_ Year One

\$327,788.97\_\_ Year Two

\$334,344.74\_\_ Year Three

\$341,031.63\_\_ Year Four

\$347,852.26\_\_ Year Five

**Initial Hiring and Training Expenses:**

\$150,000.00\_\_ Year One

\$75,000.00\_\_ Year Two

Station #88 (2961 Alhambra Drive)	Station #89 (3200 Country Club Drive)
\$ 893,586.90 Year One	\$ 1,678,427.28 Year One
\$ 911,458.63 Year Two	\$ 1,711,995.82 Year Two
\$ 929,687.80 Year Three	\$ 1,746,235.73 Year Three
\$ 948,281.55 Year Four	\$ 1,781,160.44 Year Four
\$ 967,247.18 Year Five	\$ 1,816,783.64 Year Five

Grand Total of both Station 88 and Station 89 for a five year contract: \$ 15,282,244.00

**Note:** For purposes of this proposal only the equipment and rolling stock identified in Exhibit G and owned by the Cameron Park Community Services District will be used to provide the checked-off services above. **If other equipment is required to carry out the service, e.g. dispatch, etc. please detail how that equipment will be provided and whether or not the price for contracting with includes the required equipment.** If they are not included in the price of the proposal, detail which equipment is not included.

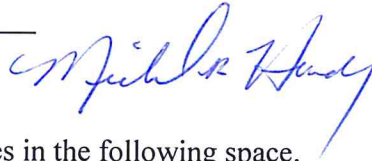
**Appendix D: Disqualification Questionnaire**

# Disqualification Questionnaire

The Contractor shall complete the following questionnaire:

Has the Contractor, any officer of the Contractor, or any employee of the Contractor who has proprietary interest in the Contractor, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or safety regulation?

Yes \_\_\_\_\_ No X \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Michael R. Hardy", is written over the "No" response line.

If the answer is yes, explain the circumstances in the following space.

**Appendix E: Disclosure of Government Positions**

**Disclosure of Government Positions**

Each Proposer shall disclose below whether any owner or employee of the agency currently hold positions as elected or appointed officials, directors, officers, or employees of a governmental entity or held such positions in the past twelve months. List below or state "None."

EDCFPD Response:

All of the employees of EDCFPD are public employees. The EDCFPD operates under Health and Safety Code Section 13800 et seq. Further, board member and vice chair Mark Brunton is also an employee of CAL FIRE.



**Appendix F: Indemnity and Defense Obligation**

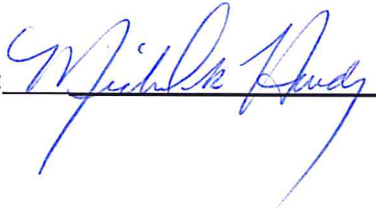
## **Indemnity and Defense Obligation**

In the event that there is a challenge to the award of contract, or the recommended award of contract (collectively defined only for purposes of this section as a Claim), the Proposer to whom the contract is awarded, or recommended to be awarded, will assume all responsibility for any claim, and will defend, indemnify, and hold harmless the CSD from and against all damages (including but not limited to legal fees that may be awarded), and pay any and all costs and expenses, including but not limited to CSD's reasonable costs and legal fees, related to the claim. The CSD may tender the defense of a claim or may, in its sole discretion, choose to defend the claim itself and be entitled to prompt reimbursement of its reasonable costs and expenses, including but not limited to legal fees, as they occur. In the event the CSD tenders the defense of the claim, it retains the right to approve any settlement of a claim and may reasonably object to any counsel defending the claim. Such costs and legal fees shall not be reimbursable to Proposer by CSD through any awarded contract.

Notwithstanding the preceding paragraph, this indemnity and defense obligation does not apply to the extent any claim is based on the CSD's failure to follow the procurement procedures set forth in this RFP.

By submitting a proposal in response to this RFP, and in consideration for the CSD's review of its Proposal, Proposer agrees to this indemnity and defense obligation, which shall be in effect from the time a Proposer submits a proposal until such time, if any, as the CSD awards a contract and the time for challenging such an award has expired. In addition, any Proposal shall remain a firm offer to the CSD during the pendency of any claim.

I agree to the foregoing indemnity and defense obligation.

Proposer: 

Dated: 14 March, 2018

Appendix G: Rolling Stock – Apparatus List

## Rolling Stock – Apparatus List

FIRE APPARATUS

<b>Apparatus:</b>	E89 5C9 LIC#1489217
<b>Make:</b>	2015 Spartan
<b>Model:</b>	Smeal
<b>VIN #:</b>	457CT2D91FC079936
<b>Current Mileage:</b>	10,399
<b>Accrued Mileage for Month:</b>	641
<b>Current Pump Hours:</b>	33.8
<b>Accrued Pump Hours for Month:</b>	
<b>Interior Repair Needs:</b>	none
<b>Exterior Repair Needs:</b>	none
<b>Mechanical Repair Needs:</b>	none
<b>Estimated Repair Costs:</b>	0

<b>Apparatus:</b>	E88 5C7 LIC#1206288
<b>Make:</b>	2006 Spartan
<b>Model:</b>	Smeal
<b>VIN #:</b>	457CT2D9X6C054260
<b>Current Mileage:</b>	85,935
<b>Accrued Mileage for Month:</b>	706
<b>Current Pump Hours:</b>	4,302
<b>Accrued Pump Hours for Month:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	0

**Rolling Stock – Apparatus List**

**FIRE APPARATUS**

<b>Apparatus:</b>	<b>E289 5C6 LIC#E1206287</b>
<b>Make:</b>	2006 SPARTAN
<b>Model:</b>	SMEAL
<b>VIN #:</b>	4S7CT2D936C054259
<b>Current Mileage:</b>	77,349
<b>Accrued Mileage for Month:</b>	203
<b>Current Pump Hours:</b>	4,214
<b>Accrued Pump Hours for Month:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	0

<b>Apparatus:</b>	<b>E288 5C4 LIC#000391</b>
<b>Make:</b>	1990 SPARTAN
<b>Model:</b>	NA
<b>VIN #:</b>	4S7AT9K08PC009808
<b>Current Mileage:</b>	105,106
<b>Accrued Mileage for Month:</b>	6
<b>Current Pump Hours:</b>	821
<b>Accrued Pump Hours for Month:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	2.5" soft suction awaiting set screw
<b>Estimated Repair Costs:</b>	None

**Rolling Stock – Apparatus List**

**FIRE APPARATUS**

<b>Apparatus:</b>	<b>E389 5C5 LIC#E1109085</b>
<b>Make:</b>	2001 International
<b>Model:</b>	Masterbody
<b>VIN #:</b>	1HTSEADN32H502143
<b>Current Mileage:</b>	66,040
<b>Accrued Mileage for Month:</b>	0
<b>Current Pump Hours:</b>	8,780
<b>Accrued Pump Hours for Month:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

<b>Apparatus:</b>	<b>E388 5C8 LIC#1375275</b>
<b>Make:</b>	2011 HME
<b>Model:</b>	N/A
<b>VIN #:</b>	1HTWEA2R44CJ565999
<b>Current Mileage:</b>	30,035
<b>Accrued Mileage:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

<b>Apparatus:</b>	<b>U88 2C3 LIC#127543</b>
<b>Make:</b>	2010 Ford
<b>Model:</b>	F-150
<b>VIN #:</b>	1FTFX1EV8AFC17326
<b>Current Mileage:</b>	42,689
<b>Accrued Mileage:</b>	837
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

**Rolling Stock – Apparatus List**

**FIRE APPARATUS**

<b>Apparatus:</b>	<b>U89 2C2 LIC#E1088016</b>
<b>Make:</b>	2001 Ford
<b>Model:</b>	F-250
<b>VIN #:</b>	1FTNW21L91EB4355
<b>Current Mileage:</b>	136320
<b>Accrued Mileage:</b>	632
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

<b>Apparatus:</b>	<b>B2715 39C4 LIC#1275433</b>
<b>Make:</b>	2010 Ford
<b>Model:</b>	F-150
<b>VIN #:</b>	1FTFW1EV2AFC17325
<b>Current Mileage:</b>	48,861
<b>Accrued Mileage:</b>	0
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

<b>Apparatus:</b>	<b>B2716 39C3 LIC#1275432</b>
<b>Make:</b>	2010 Ford
<b>Model:</b>	F-150
<b>VIN #:</b>	1FTFW1EVOAFC17324
<b>Current Mileage:</b>	99,535
<b>Accrued Mileage:</b>	787
<b>Interior Repair Needs:</b>	None
<b>Exterior Repair Needs:</b>	None
<b>Mechanical Repair Needs:</b>	None
<b>Estimated Repair Costs:</b>	\$0

## Appendix H: Sample Contract for Services

# Sample Contract for Services

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2018, by and between the CAMERON PARK COMMUNITY SERVICES DISTRICT, a political subdivision of the State of California, hereinafter referred to as District and \_\_\_\_\_, hereinafter referred to as Consultant.

### RECITALS

WHEREAS, District desires to obtain services from Consultant as specified in Section 1; and WHEREAS, Consultant is duly licensed, qualified and equipped to perform said services for the benefit of District; and

WHEREAS, the performance of such services by Consultant has been determined by District to be in the public interest.

NOW, THEREFORE, District and Consultant agree as follows:

1. **Scope of Work.** District engages the services of Consultant as an independent contractor to perform the work and render the services described in Exhibit attached hereto and in Consultant's Proposal to *(describe services)* \_\_\_\_\_ for CAMERON PARK COMMUNITY SERVICES DISTRICT dated \_\_\_\_\_, attached hereto as Exhibit (hereinafter referred to as the Work), both of which are incorporated herein. The Work is generally described as follows: *(describe services)* \_\_\_\_\_. Consultant shall

(a) provide all labor, equipment, material, supplies, advice, consultation, analysis, administration, and preparation of policies, procedures and documents required or necessary to properly, competently and completely perform the Work; (b) determine the method, details and means of doing the Work; and (3) perform the Work in a manner commensurate with the highest professional standards of qualified and experienced personnel in Consultant's field.

2. **Payment.** The Consultant Agreement provides for compensation based on a \_\_\_\_\_ basis, using the Consultant's rate schedule in the original proposal. The authorized Consultant Agreement total compensation shall not exceed \_\_\_dollars (\$\_\_\_\_) unless changes in the scope of work and compensation are directed in writing by District. In addition, optional tasks will only be undertaken after written authorization by District. All invoices to District shall reference the work done during the billing period.

Consultant shall prepare and submit *(monthly, quarterly, etc.)* \_\_\_\_\_ invoices to District based on standard charge rates as specified in its proposal. Each properly submitted invoice shall be paid with thirty (30) days of receipt by the District. The invoice shall contain the following information:

- Detail the services performed by Consultant, including the itemization of attendance at meetings;
- Detail the labor cost (number of hours) attributed to Consultant's team members;
- Show the cumulative cost for all tasks completed to date; and
- Provide any additional information and data requested by District as deemed necessary by District to properly evaluate or process Consultant's invoice.

Original progress reports and invoices are due (monthly, quarterly, etc.) in District's office by mail or e-mail on or before the 10<sup>th</sup> day of the month. Delay in receipt of Consultant's invoices could mean a delay in District's payment.

Consultant shall maintain accounting records in accordance with Federal guidelines to justify amount billed and shall make these accounting records available to District at any time with a reasonable notice provided.

### 3. Term

A. This Agreement shall take effect on the above date and shall continue in effect until completion of the Work to the satisfaction of District unless sooner terminated as provided below.

Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

B. Time is of the essence in this Agreement.

C. This Agreement may be terminated for any or all portions of the Work by either party upon written notice to the other party in the event of a substantial failure of performance by such other party; or if District, by resolution of its Board of Directors, should deem it necessary or desirable to abandon or indefinitely postpone the prosecution of any part or all of the Work.

D. In the event of such abandonment, postponement or default by District, District shall pay to Consultant as full payment for all services performed and all expenses incurred under this Agreement, an amount which bears the same ratio to the total fee otherwise payable under this Agreement as the services actually rendered hereunder by Consultant bear to the total services necessary for the full performance of the Work. There shall be deducted from such amount, however, all payments heretofore made by District to Consultant under this Agreement. In ascertaining the services actually rendered hereunder up to the date of such termination of this Agreement, consideration shall be given to both completed services and services in the process of completion.

E. In the event of default in performance by Consultant, the provisions of Section 4 hereof shall apply.

4. **Default by Consultant.** If Consultant fails to expeditiously advance the Work, or performs work that does not comply with the requirements of this Agreement, or fails to perform any task or produce any documents required by this Agreement, or is guilty of any other material breach of the terms of this Agreement, District may (1) suspend payment until such time as the default is remedied by Consultant; or (2) by written notice to Consultant terminate Consultant's right to perform all or any portion of the Work. Consultant hereby agrees to pay District all damages sustained as a result of default by Consultant. If District terminates Consultant's right to perform the Work, District may have the work performed by others and charge the cost to Consultant. The cost of completion by District shall include reasonable reimbursement for additional executive and administrative expenses along with all damages for delay and other damages sustained by District as a result of Consultant's default. If the cost and expense of completing the Work, when added to the sum of amounts previously paid to Consultant under this Agreement and any amounts due but unpaid to Consultant at the time of such termination, exceed the contract price, District may deduct the amount of the excess from any such amounts then due consultant. If the amount of such excess is larger than the amounts then due Consultant, Consultant shall immediately pay such excess or the balance thereof to District.

5. **Ownership of Documents.** Upon satisfactory performance of the Work by Consultant and upon complete payment for the Work to Consultant by District pursuant to the provisions of Section 2 hereof, every document prepared by Consultant under this Agreement shall become the exclusive property of District. By this Agreement, Consultant transfers all of its right, title and interest in such documents to District. To the extent any document prepared under this Agreement constitutes a copyrightable work, the Work under this Agreement shall be considered a work for hire and by this Agreement Consultant shall be deemed to transfer all rights, title and interest in the copyrightable work to District, including the exclusive copyright, upon District's full payment therefore. Documents prepared by Consultant under this Agreement shall not be provided by Consultant to any other person without District's prior written approval. The Consultant and District agree that the Master Plan documents to be prepared by Consultant pursuant to the terms of this Agreement are intended to be public documents available for public review. District agrees not to make any other use of the documents other than for purposes of planning and developing fire suppression and emergency medical facilities. In the event of Consultant's breach of the terms of this agreement, the District retains the right to have the remaining Work completed by others including the use of the documents prepared by Consultant prior to the date of breach. Consultant retains the right to include representations of this project in its promotional and professional materials.

6. **Compliance with Laws.** Consultant shall perform the Work in compliance with all applicable federal, state and local laws and regulations regarding safety of persons and property and their protection from damage, injury or loss, including applicable Cal-OSHA regulations. Consultant also shall possess and maintain all permits, licenses and



certificates that may be required for it to perform the Work. Consultant shall comply with all laws and regulations as required by local, state and federal agencies regarding nondiscrimination including, but not limited to, Title VII of the Civil Right of 1964, the Americans with Disabilities Act, the Age Discrimination Employment Act of 1967, and the California Fair Employment and Housing Act. The Consultant is aware of the District's anti-harassment policy and agrees to abide by the policy, practices and procedures set forth and established by the District.

7. **Indemnification.** Consultant shall indemnify, defend, protect, and hold harmless District, and its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) of every type and description to which it may be subjected or put to by reason of or resulting from: (1) the performance of or failure to perform the Work or any other obligations of this Agreement by Consultant or Consultant's agents or employees; (2) any alleged negligent act or omission of Consultant, or Consultant's agents or employees in connection with any acts performed or required to be performed pursuant to this Agreement. This indemnification is effective and shall apply whether or not any such action is alleged to have been caused in part by District as a party indemnified hereunder. This indemnification shall not include any claim arising from the sole negligence or willful misconduct of the District or its employees. Consultant's obligations under this indemnification provision shall survive the termination, or completion of Work, under this Agreement.

8. **Insurance.**

A. Types and Limits. Consultant at its sole cost and expense shall procure and maintain for the duration of this agreement the following types and limits of insurance:

<u>Type</u>	<u>Limits</u>	<u>Scope</u>
Commercial Public Liability and Property Damage	\$1,000,000 per occurrence	at least as broad as ISO CG 0001
Automobile Liability	\$1,000,000 per accident	at least as broad as ISO CA 0001, code 1 (any auto)
Workers' Compensation	statutory limits	
Employers' Liability	\$1,000,000 per accident	
Errors and Omissions Coverage	\$1,000,000 per wrongful act	

B. Other Requirements. The public liability, property damage and automobile liability insurance furnished by Consultant shall name District as an additional insured and shall directly protect, as well as provide the defense for District, its officers, agents and employees as well as Consultant, and its agents, and

employees, if any, from all suits, actions, damages, losses or claims of every type and description to which they may be subjected by reason of or resulting from Consultant's operations in the performance of the Work pursuant to this Agreement, and all insurance policies shall so state. Said insurance shall also specifically cover the contractual liability of Consultant. Said insurance shall also specify that it acts as primary insurance and District's insurance shall not contribute with Consultant's insurance. If Consultant fails to maintain such insurance, District may declare a default in the performance of this Agreement and exercise the remedies specified in Section 4 of this Agreement.

C. Consultant shall be permissibly self-insured or shall carry full workers' compensation coverage for all persons employed, either directly or through subcontractors, in carrying out the Work contemplated by this Agreement and in accordance with the Workers' Compensation Act contained in the Labor Code of the State of California. If Consultant fails to maintain such insurance, District may declare a default in the performance of this Agreement and exercise the remedies specified in Section 4 of this Agreement.

D. Consultant agrees to furnish a certificate or certificates substantiating the fact that it has taken out the insurance set forth above for the period covered by the Agreement and all endorsements substantiating coverage of District and its agents and employees as additional insureds. All insurance is to be placed with insurers with a current A.M. Best rating A:VII or better unless otherwise accepted in writing by District.

Each such certificate shall bear an endorsement precluding the cancellation or reduction in coverage of any policy covered by such certificate before the expiration of thirty (30) days after District shall receive notification of such cancellation or reduction.

9. **Independent Contractor.** The parties hereto agree that at all times during the term of this Agreement Consultant, Consultant's employees and agents hired to perform services pursuant to this Agreement are independent contractors and are not agents or employees of District. Consultant shall have control over the means, methods, techniques, sequences, and procedures for performing and coordinating the Work required by this Agreement. District shall have the right to control Consultant only insofar as the result of Consultant's services rendered pursuant to this Agreement. If, in the performance of this Agreement, any third parties are employed or contracted by Consultant, such employees or subcontractors shall be entirely and exclusively under the direction, supervision and control of Consultant. All terms of employment, including hours, wages, working conditions, discipline, hiring and discharging or any other term of employment or contract shall be determined by Consultant, and District shall have no right or authority over such persons or the terms of their employment or contract.

Therefore, neither Consultant or any third persons employed by or contracted by Consultant to perform services pursuant to this Agreement shall be entitled to workers' compensation benefits from District should Consultant or any of its employees or contractors

sustain an injury in the course of performing services specified in this Agreement. Furthermore, neither Consultant nor any third persons or contractors employed by Consultant shall be entitled to any other benefits payable to employees of District. Consultant hereby agrees to defend and hold District harmless from any and all claims that may be made against District based on any contention by any third party that an employer/employee relationship exists or that a contractual relationship exists between District and that third party by reason of this Agreement.

Consultant represents that it, and its employees and contractors, if applicable, are properly licensed and will remain so during the progress of the Work contemplated by this Agreement.

**Entire Agreement.** This writing and the documents incorporated herein by reference as Exhibits\_\_ and \_\_ , represent the sole, entire, exclusive and integrated contract between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. Each party to this Agreement acknowledges that no representations or promises have been made by any party hereto which are not embodied herein, and that no other agreement or promise not contained in this Agreement or in the incorporated documents shall be valid or binding. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.

10. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of District.

11. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

12. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.

13. **Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the State of California.

14. **Notice.** Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail addressed as follows:

District: Cameron Park Community Services  
District 2502 Country Club Drive  
Cameron Park,  
CA 95682  
Attention:

Consultant:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attention:

Any party may change its address by notifying the other party of the change in the manner provided above.

15. **Attorney's Fees.** In the event of litigation between the parties, or if a party becomes involved in a litigation because of wrongful acts of the other party, the prevailing or innocent party shall be entitled to an award of reasonable attorney's fees from the other party. The prevailing party will be entitled to an award of attorney fees sufficient to compensate the prevailing party for all attorney fees incurred in good faith.

**CAMERON PARK  
COMMUNITY SERVICES DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

## **Appendix I: Resumes of Key Personnel**

The Resumes for the Key Personnel are included as attachments.

1. Resume of Michael Hardy
2. Resume of Brandon McKay
3. Resume of Paul Dutch
4. Resume of Paul Lohan
5. Resume of Paul McVay
6. Resume of Timothy N. Cordero

# MICHAEL HARDY, FIRE CHIEF

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hardym@eldofire.com

## Summary

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I have been honored and humbled to serve in the Fire Service for the last 36 years and the privilege to serve as the El Dorado County Fire Protection District Fire Chief for the last 7 years.

I have a proven record and the ability to efficiently manage a \$9.5 million fire protection district. I have directed complex projects from concept to full operational status. I am goal oriented with strong leadership capabilities. I am organized, highly motivated and am a detail-directed problem solver. I have the proven ability to work in unison with my subordinates, board of directors and other county agencies.

## Experience

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<b>Fire Chief</b> El Dorado County Fire Protection District	<b>06/2012 to Current</b> Camino, CA
<b>Assistant Chief/Fire Marshal</b> El Dorado County Fire Protection District	<b>02/2009 to 05/2012</b> Camino, CA
<b>Battalion Chief</b> El Dorado County Fire Protection District	<b>10/2002 to 01/2009</b> Camino, CA
<b>Captain Paramedic</b> El Dorado County Fire Protection District	<b>07/1995 to 09/2002</b> Camino, CA
<b>Firefighter Paramedic</b> El Dorado County Fire Protection District	<b>11/1991 to 07/1995</b> Camino, CA
<b>Firefighter Paramedic</b> Orange County Fire Department	<b>06/1984 to 11/1991</b> Orange, CA
<b>Firefighter</b> Orange County Fire Department	<b>11/1981 to 07/1994</b> Orange, CA

## Education

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<b>Paramedicine: Paramedic Health Science</b> Daniel Freeman Memorial Hospital	<b>19831993</b> Los Angeles, CA, United States
<b>Basic Fire Academy</b> Rancho Santiago Community College District	<b>19811990</b> Santa Ana, CA, United States
<b>Associate of Science: Fire Science</b> Rancho Santiago Community College District	<b>19801989</b> Santa Ana, CA, United States
<b>Associate of Science: Business Management</b> California State University Long Beach	<b>19791979</b> Long Beach, CA, United States
<b>Associate of Arts: General Studies</b> Long Beach City College LAC Campus	<b>19771977</b> Long Beach, CA, United States
<b>High School Diploma: General Education</b> Millikan High School	<b>19751975</b> Long Beach, CA, United States

## Committees

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El Dorado County Emergency Services Authority  
Board Chair  
El Dorado County Fire Chiefs Association  
Treasurer

El Dorado County Fire Advisory Board Member  
El Dorado County Fire Advisory Board Member

System Status Management Committee  
Chair, 2006-2011  
El Dorado County e-pcr committee  
Chair, 2010-2013

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## Affiliations

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El Dorado County Fire Chiefs Association  
California State Fire Chiefs Association  
Fire Districts Association of California

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## Certifications

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Liaison Officer, NWCG  
S-404 Safety Officer, CSFM  
S-330 Ignition Operations, NWCG  
Division Group Supervisor ICS S339, Fire Service Training & Education  
Task Force/Strike Team Leader - S330, CAL FIRE  
ICS 334, Strike Team Leader, CSFM  
CPR Instructor, Marshall Hospital  
Firefighter 1, CSFM  
Firefighter 2, CSFM  
Instructor 1A, CSFM  
Instructor 1B, CSFM  
Fire Management 1A, CSFM  
Fire Command 1A, CSFM  
Fire Command 2E, CSFM  
Investigation 1A, CSFM  
Fire Prevention 1A, CSFM  
Fire Prevention 1B, CSFM  
Fire Prevention 2B, CSFM  
ICS 100, CSFM  
ICS 200, CSFM  
ICS 300, CSFM  
ICS400, CSFM  
Confined Space Awareness, CSFM  
The Complete Fire Officer, Fire Technology Services  
Basic Life Support Instructor, Marshall Hospital  
Field Training Officer/Preceptor, San Joaquin County EMSA  
Instructor/Quality Insurance, ORCO Fire  
Department Semi Automated Defibrillator National Pilot Program, ORCO Fire  
Heavy Rescue, ORCO Fire  
Crash Fire Rescue, John Wayne Airport, ORCO Fire  
Orange County Fire Basic Fire Academy

# Brandon McKay

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4040 Carson Rd., Camino, CA 95709 | 530-919-7715 | mckayb@eldofire.com

## Professional Summary

Experienced fire service professional with proficiency in fire prevention, and a well-rounded understanding of fire codes, regulations and fire investigation.

## Education

### **BACHELOR OF ARTS | IN PROGRESS | COLUMBIA SOUTHERN UNIVERSITY**

- Major: Fire Administration

### **ASSOCIATE OF ARTS | 2008 | SIERRA COLLEGE**

- Major: Fire Technology

## Experience

### **FIRE MARSHAL | EL DORADO COUNTY FIRE PROTECTION DISTRICT | 01/2007 - PRESENT**

- Fire service professional with over 10 years of service with the El Dorado County Fire District. Worked in various capacities within fire and ems while employed as a Firefighter/Paramedic, Fire Prevention Specialist, Captain, Captain/Prevention Specialist, and Deputy Fire Marshal. I'm currently serving as the District's Fire Marshal with the responsibilities of overseeing enforcement of laws, codes and ordinances relating to fire and life safety as well as overseeing fire investigations and public education.

### **FIREFIGHTER/PARAMEDIC | BERNALILLO COUNTY FIRE DEPT., NM | 02/2005 - 04/2006**

- Under supervision of the Fire Lieutenant, performed a full range of firefighting duties in the suppression of structural, wildland and advanced life support services.

### **PARAMEDIC | TAOS COUNTY, NM | 12/2004 - 04/2005**

- Provided advance life support services, assessed and determined the best course of action according to clinical protocols and safety requirements.

## Skills & Abilities

### **MANAGEMENT**

- Established the Administrative Citation Ordinance within the district to enforce fire code violations resulting in monetary fines collected by the agency.
- Created the Accelerant Detection Canine program within the district to assist in fire investigations. I raised over \$21,000 through community donations and grants to purchase and maintain the canine.
- Established current fee schedules that cover the cost of completing plan review services and code enforcement/annual inspections.



# PAUL DUTCH

4040 Carson Road, Camino, CA 95709  
Cell: 530-919-7705 email:dutchp@eldoradocountyfire.com

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PROFESSIONAL SUMMARY Experienced fire service professional with demonstrated proficiency in budget development, and a well-rounded understanding of public sector financial asset-liability management.

---

WORK History  
05/2002 to Present Division Chief  
**El Dorado County Fire Protection District – Camino, CA**  
Safety-oriented fire service professional with over 15 years of public safety experience while working for the El Dorado County Fire Protection District. Functioned in various fire and ems operational capacities while serving as a firefighter/paramedic, engineer/paramedic, and captain/paramedic while employed with the District. Currently assigned as the District risk and financial officer. Possess knowledge and competency in budget management, and identifying and eliminating financial risks through effective recommendations and the implementation of corrective action plans.

10/1997 to 11/2001 Firefighter  
**Cal Fire – San Andreas, CA**  
Provided fire suppression and emergency medical services while functioning as a resident and seasonal firefighter in the Tuolumne-Calaveras Unit. Duty assignments as a firefighter included both Schedule A & B engine company assignments, and the Columbia Helitack crew.

10/1993 to 10/1997 Communications Specialist  
**United States Marine Corps**  
Platoon Sergeant that oversaw the daily activities and operations of 20+ Marines. Trained Marines in complex communication systems, GPS navigation, leadership, close-order drill and physical fitness. Honorably discharged at the rank of Sergeant.

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## EDUCATION

2015 Labor-Management Relations Certificate  
**UC Davis Extension - Sacramento, CA**

1999 Associate of Science: Fire Science  
**Columbia College - Columbia, CA**

1999 Associate of Arts: Liberal Studies  
**Columbia College - Columbia, CA**

## Objective

Division Chief resume.

## Experience

El Dorado County Fire  
4040 Carson Road  
Camino CA 95709  
August 2001 to Present

Division Chief January 2014 to present  
Captain/Paramedic: November 2008 till January 2014  
Engineer/Paramedic: March 2008 till November 2008  
Firefighter/Paramedic: August 2001 till March 2008

Placer Hills Fire District  
PO Box 350  
Meadow Vista CA 95722  
November 2000 to August 2001

Firefighter/Paramedic. Apparatus Operator.

Diamond Springs/El Dorado Fire  
PO Box 741  
Diamond Springs CA 95619  
October 1993 to August 2001

Part-Time employee on Medic Unit and Engine.  
Volunteer Firefighter. Apparatus Operator.

## Education & Training

CFSTES Fire Officer Certification  
Driver Operator 1A 1B  
Commercial Driver's License Class B  
Firefighter 1  
Firefighter 2  
Engineer  
Captain  
Ladder 26 Level 3 certified  
El Dorado County accredited Paramedic  
FTO Coordinator for El Dorado County Fire  
Rescue System 1  
Ladder Company Operations  
Confined Space Operations  
Hazmat Operations  
Fire Control 3  
Honor Guard

Command 2A  
Command 2B  
Command 2D  
Command 2E  
Strike Team/Task Force Leader  
Division Group Sup Trainee  
S-390  
I-300  
I-400  
S-212  
S-270  
S-339  
S-200  
S-234  
S-290  
S-248/349

**Originals of Certifications available upon request.**

# Paul McVay

1677 Bayer Ct Folsom 95630

530 919-7703

[mcvayp@eldofire.com](mailto:mcvayp@eldofire.com)

**Objective:** To provide the citizens of El Dorado County with highest level of professional service.

## Experience:

2014-Present: Division Chief/Training Officer, El Dorado County Fire District

2007-2014: Captain, El Dorado County Fire District

1999-2014: Firefighter/Paramedic, El Dorado County Fire District

1993-1999: Firefighter I, Ca. Dept of Forestry and Fire Protection

1992-1993: Resident Firefighter, El Dorado County Fire District

## Education:

Cosumnes River College: 36 Units Business Administration

## Certifications and Licenses:

Fire Officer	Apparatus/Operator 1A
Firefighter I	Apparatus/Operator 1B
Firefighter II	Engine Boss/Single Resource
Paramedic License #P16098	IS-701 Multi Agency Coordinating System
IS-702 Public Information Systems FEMA	IS-703 Resource Management FEMA
IS-800 National Response Plan	IS-704 Communication and Information Management
Basic Wildland Firefighter	Advanced CDF Firefighter I
Rescue Systems I	Haz Mat 1 <sup>st</sup> Responder/Operational
S-330 Strike Team/Task Force Leader	I-300, Intermediate ICS

**Program Responsibilities for El Dorado County Fire District:**

**Training Division:** oversee all budgetary and operational components of Departments Training Bureau

**Fire Marshall 2014-2017:** Supervised Fire Captain Prevention Specialist. Responsible for the interpretation and enforcement of the Ca Fire Code.

**Human Resources:** Responsible for implementing the Departments Hiring and Promotional Procedures.

**Training Committee:** Founded the Departments training committee as a bridge between the Labor group and Departments Administration.

**Timothy N. Cordero**  
**4040 Carson Rd. Camino CA 95709**  
**(530)644-9630**

**Professional Profile:**

As a Division Chief for the El Dorado County Fire Protection District, I currently oversee The shift operations of 22 firefighters staffing 5 Engine Companies, 1 Squad and 4 Medic Units. Responsibilities include, Incident Command, safety of firefighters, District Fire Operations, EMS Operations – including Tactical Paramedic Program, District IT program, District social media accounts, overall District staffing and various other programs as needed or assigned.

**Professional Accomplishments:**

Assignments and areas of responsibilities as a Chief Officer:

- Training Officer 2005 thru 2006
- Shift Duty Chief 2006 thru current
- Operations Chief
- El Dorado County Fire Operations Committee
- EMS Chief
- JPA System Status Management Chair
- JPA Ambulance Specifications / Fleet Management Chair

**Experience:**

- Hired as a firefighter with Pleasant Valley Fire District June 1987
- Graduated Sacramento City Fire Academy May 1991
- Promoted to Engineer 1995
- Promoted to Fire Captain 2001
- Promoted to Battalion Chief 2005
- Promoted to Division Chief 2012

**Education:**

- May 1987, Graduated El Dorado High School
- Fall 1988 – 1991, attended Los Rios Community College
- Office of State Fire Marshal
  - Firefighter 1
  - Firefighter 2
  - Apparatus Operator
  - Company Officer
  - Chief Officer (in progress)

**Education Cont.:**

- National Fire Academy
  - Effective Leadership
  - Command and Control of Multi-Alarm Incidents
  - Administrative Issues
  - Challenging Issues
  - Contemporary Issues
- CICCIS Qualifications
  - Task Force Leader
  - Strike Team Leader
  - Division / Group Supervisor (trainee)
  - Line Safety Officer (trainee)

**References:**

Lloyd Ogan, Retired Assistant Chief Sacramento City Fire Department  
Bryan Ransdell, Fire Chief Diamond Springs – El Dorado Fire Department

**Appendix J: Audited Financial Statement**

Our most recent audited financial statement from June 30, 2016 is attached.

**EL DORADO COUNTY  
FIRE PROTECTION DISTRICT**

**FINANCIAL STATEMENTS  
With Independent Auditor's Report Thereon**

**JUNE 30, 2016**



**EL DORADO COUNTY  
FIRE PROTECTION DISTRICT  
Financial Statements  
June 30, 2016**

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**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
El Dorado County Fire Protection District  
Camino, California

We have audited the accompanying financial statements of the governmental activities of each major fund of the El Dorado County Fire Protection District as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the El Dorado County Fire Protection District as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Board of Directors  
El Dorado County Fire Protection District  
Camino, California

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, post-employment benefits, budgetary comparison, and pension information on pages 3-7 and 32-34 respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Fechter & Company  
Certified Public Accountants



Sacramento, California  
February 23, 2018

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
JUNE 30, 2016**

Members of the Board of Directors and  
Citizens of the El Dorado County Fire  
Protection District

As management of the El Dorado County Fire Protection District (the District), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2016. Please read it in conjunction with the District's financial statements following this section.

**Financial Highlights**

- At the end of fiscal year 2016, the District's deficit net position totaled \$ (15,732,932) million. This is a large decrease from the prior year. The main reason for this decrease is the fact that the District was required to implement GASB 68 which is explained in the footnotes.
- At June 30, 2016, total fund balance in the General Fund was \$3,930,313 million. This is a decrease of \$742,012 from the prior year. The primary reason for the decrease is there was over 2.6 million dollars of fixed/capital assets that were purchased during the fiscal year.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise of three components:

- 1) Government-Wide Financial Statements,
- 2) Fund Financial Statements which are combined as a single presentation and
- 3) Notes to the Financial Statements.

**Government-Wide Financial Statements**

The Government-Wide Financial Statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Fire District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Fire District is improving or deteriorating.

The Statement of Activities present information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The Government-Wide Financial Statements present activities of the Fire District that are principally supported by taxes and charges for services. The District provides services for fire protection, emergency medical, fire prevention, safety, rescue, and hazardous materials response services.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
JUNE 30, 2016**

**Fund Financial Statements**

The District, like other state and local government, uses fund accounting for recording its financial activities. In general, fund accounting provides a mechanism to separately account for a variety of different funding sources and enables the District to demonstrate compliance with finance-related legal requirements.

**Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the Government-Wide Financial Statements. However, unlike the Government-Wide Financial Statements, Governmental Fund Financial Statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of government funds is narrower than that of the Government-Wide Financial Statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the Government-Wide Financial Statements. By doing so, readers may better understand the long-term impact of the District's near-term financial decisions. Both the government fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains the individual governmental funds. Information is combined in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Development Fee, Medical Benefit Trust Fund, and JPA Retiree Health Insurance Benefits.

The District adopts an annual appropriate budget for its governmental funds. Budgetary comparison statements have been provided for the governmental funds to demonstrate compliance with this budget.

**Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the Government-Wide Fund Financial Statements.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
JUNE 30, 2016**

**Government-Wide Financial Statements**

The District has presented its financial statements under the reporting model required by Governmental Accounting Standards Board Statement No. 34 (GASB 34). The following Government-Wide statements include a comparison between current and prior year results by operations and year-end balances.

**STATEMENT OF NET POSITION  
Governmental Activities  
As of June 30, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
Assets:		
Current and other assets	\$ 5,163,161	\$ 5,571,508
Capital assets (net of depreciation)	6,628,983	4,530,495
Total Assets	<u>11,792,144</u>	<u>10,102,003</u>
Liabilities:		
Current and other liabilities	1,299,271	1,362,765
Long-term liabilities	26,225,805	28,494,337
Total Liabilities	<u>27,525,076</u>	<u>29,857,102</u>
Net Position:		
Invested in capital assets, net of debt	4,375,970	2,219,295
Restricted	513,880	384,916
Unrestricted	<u>(20,622,782)</u>	<u>(22,359,310)</u>
Total Net Position	<u>\$(15,732,932)</u>	<u>\$(19,755,099)</u>

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
JUNE 30, 2016**

**Government-Wide Financial Statements, continued**

The Statement of Activities provides details of how net position changed from the beginning of the year to the end of the year.

**STATEMENT OF ACTIVITIES  
Governmental Activities  
Fiscal Years Ended June 30, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
Revenues:		
Program Revenues:		
Service charges	\$ 576,578	\$ 585,814
Other Government	211,046	66,404
General Revenues:		
Property taxes	8,113,393	7,821,786
Direct benefit assessments	778,218	656,844
Use of money and property	128,045	6,089
Development fees	127,143	99,290
Other	918,337	926,378
Total Revenues	<u>10,852,860</u>	<u>10,162,605</u>
Expenses		
Public protection	6,305,634	8,883,844
Depreciation	525,059	426,523
Total Expenses	<u>6,830,693</u>	<u>9,310,367</u>
Increase in net position:	<u>4,022,167</u>	<u>852,238</u>
Net position – beginning	<u>(19,755,099)</u>	<u>(1,494,755)</u>
Prior period adjustment	<u>-</u>	<u>(19,112,582)</u>
Net position - ending	<u>\$(15,732,932)</u>	<u>\$(19,755,099)</u>

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
MANAGEMENT'S DISCUSSION & ANALYSIS  
JUNE 30, 2016**

**Requests for Information**

This financial report is designed to provide a general overview of El Dorado County Fire Protection District's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to El Dorado County Fire Protection District, P. O. Box 807, Camino, CA 95709.



**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
STATEMENT OF NET POSITION  
JUNE 30, 2016**

**ASSETS**

Cash and investments	\$ 3,769,181
Accounts receivable	22,590
Due from other governments	34,591
Prepaid expenses	103,951
Capital assets, net	6,628,983

<b>TOTAL ASSETS</b>	<b>10,559,296</b>
---------------------	-------------------

**DEFERRED OUTFLOWS OF RESOURCES**

Deferred pensions (footnote 11)	1,232,848
---------------------------------	-----------

**LIABILITIES**

Accounts payable	197,123
Accrued salaries and benefits	321,736
Deferred revenue	612,070
Compensated absences	78,959
Accrued interest	30,111
Current portion of long-term debt	59,272

Long-term liabilities:

Net pension liability (footnote 4)	15,928,991
Long-term debt	2,163,630
OPEB liability	6,357,876

<b>TOTAL LIABILITIES</b>	<b>25,749,768</b>
--------------------------	-------------------

**DEFERRED INFLOWS OF RESOURCES**

Deferred pensions (footnote 11)	1,775,308
---------------------------------	-----------

Invested in capital assets, net of related debt	4,375,970
---	-----------

Restricted for:

Development fee reserves	513,880
--------------------------	---------

Unrestricted	(20,622,782)
--------------	--------------

<b>NET POSITION</b>	<b>\$ (15,732,932)</b>
---------------------	------------------------

The accompanying notes are an integral part of these financial statements

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2016**

Functions/Programs	Expenses	Program Revenues			Net (Expense) and Change in Net Position
		Charges for Services	Operating Contributions and Grants	Capital Contributions and Grants	
<b>Governmental Activities:</b>					
Public Safety	\$ 6,751,409	\$ 576,678	\$ -	\$ 211,046	\$ (5,963,685)
Interest on long-term debt	79,284	-	-	-	(79,284)
<b>Total Governmental Activities</b>	<b>\$ 6,830,693</b>	<b>\$ 576,678</b>	<b>\$ -</b>	<b>\$ 211,046</b>	<b>(6,042,969)</b>

**General Revenues**

Property taxes	8,113,393
Special assessments	778,218
Development fees	127,143
Plan check fees	51,485
Use of money and property	128,045
JPA administrative fee	80,000
Reimbursements	730,142
Miscellaneous	56,710
<b>Total general revenues</b>	<b>10,065,136</b>
<b>Change in net position</b>	<b>4,022,167</b>
<b>Net position at beginning of fiscal year</b>	<b>(19,755,099)</b>
<b>Net position at end of fiscal year</b>	<b>\$ (15,732,932)</b>

The accompanying notes are an integral part of these financial statements

**FUND FINANCIAL STATEMENTS**

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2016**

**ASSETS**

Cash and investments	\$	3,769,181
Accounts receivable		22,590
Due from other governments		34,591
Prepaid expenses		103,951

<b>TOTAL ASSETS</b>	<b>\$</b>	<b>3,930,313</b>
---------------------	-----------	------------------

**LIABILITIES**

Accounts payable	\$	197,123
Accrued payroll		321,736
Deferred revenue		612,070

Total liabilities		1,130,929
-------------------	--	-----------

**FUND BALANCES**

Fund balance:		
Reserved for development fee reserves		513,880
Unassigned		2,285,504

Total fund balance		2,799,384
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<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$</b>	<b>3,930,313</b>
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The accompanying notes are an integral part of these financial statements

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION  
JUNE 30, 2016**

Total fund balances - governmental funds		\$ 2,799,384
<p>In governmental funds, only current assets are reported. In the statement of net position all assets are reported, including capital assets and accumulated depreciation.</p>		
Capital assets at historical cost, net of accumulated depreciation		6,628,983
Deferred outflows of resources		1,232,848
<p>Long-term liabilities are not due and payable in the current period and, therefore are not reported in the funds. Those liabilities consist of:</p>		
Accrued compensated absences	(78,959)	
Accrued interest	(30,111)	
Long-term debt	(2,222,902)	
OPEB liability	(6,357,876)	
Net pension liability	(15,928,991)	
Deferred inflows of resources	<u>(1,775,308)</u>	<u>(26,394,147)</u>
Net position of governmental activities		<u>\$ (15,732,932)</u>

The accompanying notes are an integral part of these financial statements

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

**REVENUES**

Property taxes	\$ 8,113,393
Special assessments	778,218
Development fees	127,143
Plan check fees	51,485
Use of money and property	128,045
JPA administrative fee	80,000
Charges for services	576,678
Intergovernmental revenues	211,046
Reimbursements	730,142
Miscellaneous	<u>56,710</u>
 Total revenues	 10,852,860

**EXPENDITURES**

Salaries and benefits	7,974,845
Services and supplies	859,009
Capital outlay	2,623,547
Debt service:	
Principal	57,412
Interest	<u>80,059</u>
 Total expenditures	 <u>11,594,872</u>

**EXCESS OF EXPENDITURES OVER REVENUES** (742,012)

**FUND BALANCES, BEGINNING OF YEAR** 3,541,396

**FUND BALANCE, END OF YEAR** \$ 2,799,384

The accompanying notes are an integral part of these financial statements

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
RECONCILIATION OF THE STATEMENT OF  
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2016**

The schedule below reconciles the Net Change in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures, and Change in Fund Balances, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Position of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

NET CHANGE IN FUND BALANCES	\$ (742,012)
-----------------------------	--------------

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay expenditures are therefore added back to fund balances	2,623,547
Depreciation expense not reported in governmental funds	(525,059)

Repayment of principal is an expenditure in the governmental funds, but in the Statement of Net Position the repayment reduces long-term liabilities. In addition the change in the net pension liability may increase or decrease the long-term liabilities associated with it.

Repayment of debt principal is added back to fund balance	57,412
Accrued interest	775
Change in compensated absence liability	213,761
Increase in OPEB liability	(337,562)
Change in net pension liability	<u>2,731,305</u>

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 4,022,167</u>
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The accompanying notes are an integral part of these financial statements



**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Financial Reporting Entity

In 1991, several fire districts in El Dorado County consolidated into the El Dorado County Fire Protection District (the District) which proudly provides fire protection, rescue, and emergency medical service to the communities of: Apple Hill; Camino; Coloma; Cool; Gold Hill; Kyburz; Lotus; Oak Hill; Pacific House; Pilot Hill; Placerville; Pleasant Valley; Pollock Pines; Salmon Falls; Shingle Springs; Sierra Springs; Silver Fork; Strawberry; Texas Hill; and Twin Bridges; with a population of approximately 74,000 residents within 281 square miles.

The District is located in the California Mother Lode along US Highway 50 between Sacramento and South Lake Tahoe, California, on the Western slope of the Sierra Nevada mountain range. The District begins in the lower foothills near Salmon Falls at an altitude of 500 feet and ends well into the Sierras at Twin Bridges, an elevation of nearly 6,000 feet. The incorporated city of Placerville, protected by the District, is the county seat, situated in the center of the District. It comprises approximately 20 square miles of urban area, while maintaining a small town flair.

The District's mission is dedicated to provide an all risk service to our citizens that results in improved quality of life and peace of mind. As a team, we will strive to minimize loss and suffering through our emergency service delivery, public education and community service activities. We will provide this service with pride, trust, and integrity.

To protect this wide diversity, the Fire District is governed by a five-member board of directors. Charged with a \$9.1 million dollar budget, the 78 career personnel and 45 active volunteer firefighters operate from eight staffed and seven volunteer firehouses, protecting over \$3.5 billion in assessed valuation.

Fund Balances

In February 2009, the GASB issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, which establishes accounting and financial reporting standards for all governments that report governmental funds.

Under GASB 54, fund balance for governmental funds should be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are now broken out in five categories:

- Nonspendable Fund Balance – this fund balance classification includes amounts that cannot be spent because they are either not in spendable form (i.e. – prepaid expenses) or legally or contractually required to be maintained intact.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (continued)**

- Restricted Fund Balance – this fund balance classification should be reported when there are constraints placed on the use of resources externally (by creditors, grant sources, contributors, etc.) or imposed by law or enabling legislation.
- Committed Fund Balance – this fund balance classification can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision making authority (i.e. – fund balance designations passed by board resolution).
- Assigned Fund Balance – this fund balance classification are amounts that are constrained by the government’s intent to be used for specific purposes, but are neither restricted nor committed.
- Unassigned Fund Balance – this fund balance classification is the residual classification for the general fund.

Basis of Presentation – Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units. The effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and user charges for support. The District has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Certain indirect costs are allocated from the general government activity to the public safety function based on relative percentages or prior year actual operating expenditures. Program revenues include: 1) charges to customers who purchase, use, or directly benefit from the goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general expenses.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue when reimbursable costs are incurred under the accrual basis of accounting. When both restricted and unrestricted resources are available for use, it is the government’s policy to use restricted resources first, then unrestricted resources as they are needed.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)**

Basis of Presentation – Fund Financial Statements

The accounts of the District are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. Each fund was established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions, or limitations. Separate financial statements are provided for each governmental fund. Major individual governmental funds are reported as separate columns in the fund financial statements.

The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means that the amount of the transaction can be determined, and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Revenues susceptible to accrual include property taxes, grants, donations and charges for current services. The District uses an availability period of 60 days after year-end. Expenditures under the modified accrual basis of accounting are generally recognized when the related fund liability is incurred.

The District reports the following major governmental fund types:

General Fund

The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)**

Budgets and Budgetary Process

The District operates under the laws of the State of California. The Board of Directors adopts a General Fund budget only, which can be amended by the Board during the fiscal year. All appropriations lapse at year end.

The budgeted financial statements represented in these reports reflect the final budget authorizations including all amendments.

Board of Directors

There are five members of the board. Each member of the board is a resident and registered voter of the District and is an elected representative of the general public.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from these estimates.

Fund Balance

Reservations of fund balance represent amounts that are not appropriable or are legally segregated for a specific purpose. Designations of fund balance represent current management plans.

Revenue

Revenue to finance the District's operation is derived from the County property tax bills. Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are payable in two installments, on April 10 and December 10. Unsecured property taxes are payable in one installment on or before August 31.

Property Taxes and Special Assessments

Secured property taxes are considered measurable and available when apportioned to the District. The County is responsible for assessing and collecting secured property taxes for the District in accordance with enabling state legislation (including appropriation limits). The County apportions secured taxes to the District under the "Teeter Plan" – California Revenue and Taxation Code Sections 4701-4717. A complex allocation formula is used to distribute levied secured taxes to the County and its districts. The levy date is July 1. The District is credited with 100 percent of its apportionments, regardless of the actual collections and delinquencies and

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)**

accordingly, penalties and interest collected by the County are not allocated to the District. Apportionments are distributed according to the following schedule:

<u>Action</u>	<u>Date</u>	<u>Percent</u>
1st Apportionment	By December 25	55 Percent
2 <sup>nd</sup> Apportionment	By April 25	40 Percent
3 <sup>rd</sup> Apportionment	By June 25	5 Percent

Supplemental unsecured property taxes and special assessments are considered measurable and available when collected. The District assesses supplemental unsecured property taxes and special assessments on real property. These assessments are not based on property values but on usage and are levied by parcel, square footage, dwelling unit, and/or space in accordance with Proposition 218. The assessments are remitted to the County for collection with the secured property tax billings. The County deposits collections in the District's County Treasury account. The County does not maintain separate accounts receivable by year but remits any past due amounts upon allocation.

Property, Plant, and Equipment

Fixed assets are recorded at actual cost or estimated historical cost if actual cost is not available. Assets costing \$1,000 or more and with an expected life of 5 years or more are capitalized. Donated fixed assets are valued at donation date at the estimated fair market value. When actual cost is not available, estimated costs are made by knowledgeable personnel. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Fixed assets of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Building	10-45
Equipment	1-40
Vehicles	5-20

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)**

Compensated Absences

An employee accumulates vacation time in accordance with the employee's respective "Memorandum of Understanding". The amount of vacation and sick time vested and accrued depends on years of service, employee classification, and date of hire. Vacation vested may be accumulated up to various maximum hours and is paid in full upon termination or retirement. Employees may convert unused sick time towards PERS years of service upon retirement.

Allowance for Doubtful Accounts

Management believes its accounts receivable to be fully collectible and, accordingly, no allowance for doubtful accounts is considered necessary.

**NOTE 2: CASH AND INVESTMENTS**

Cash at June 30, 2016, consisted of the following:

	<u>Cost</u>	<u>Fair Value</u>
Pooled Funds:		
Cash in County Treasury	\$ 3,769,181	\$ 3,769,181
Total Funds	<u>\$ 3,769,181</u>	<u>\$ 3,769,181</u>

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 2: CASH AND INVESTMENTS – (continued)**

Authorized Investments

California statutes authorize the District to invest idle or surplus funds in a variety of credit instruments as provided for in California Government Code Section 53600, Chapter 4 – Financial Affairs. The Government Code allows investments in the following instruments:

- Securities of the United States Government, or its agencies
- Small Business Administration loans
- Certificates of Deposit (or Time Deposits) placed with commercial banks
- Negotiable Certificates of Deposit
- Banker's Acceptances
- Commercial paper and medium-term corporate notes
- Local Agency Investment Fund (State Pool and County Pool) Deposits
- County Cash Pool

Investments

The District has adopted provisions of Governmental Accounting Standards Board (GASB) 31, "*Accounting and Financial Reporting for Certain Investments and for External Investment Pools.*" GASB 31 establishes accounting and financial standards for investments in interest-earning investment contracts, external investment pools, and mutual funds. The statement requires all applicable investments to be reported at fair value on the balance sheet. Fair value is the amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced sale. All investment income, including changes in fair market value of investments, is recognized as revenue in the operating statement.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The bank certificates of deposits held by the District are all under eighteen months in maturity and are non-negotiable and, thus, have a guaranteed face value.

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. Generally, this is measured by the assignment of a rating by a nationally recognized statistical rating organization.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 3: CAPITAL ASSETS**

The following changes in the capital assets occurred during the year:

	<u>Balance June 30, 2015</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance June 30, 2016</u>
Capital assets, not being depreciated:				
Land	\$ 95,588	\$ -	\$ -	\$ 95,588
Total capital assets, not being depreciated:	<u>95,588</u>	<u>-</u>	<u>-</u>	<u>95,588</u>
Capital assets, being depreciated:				
Buildings and improvements	4,143,820	42,379	-	4,186,199
Equipment	7,445,527	2,581,168	(298,177)	9,728,518
Total cost of capital assets, being depreciated:	<u>11,589,347</u>	<u>2,623,547</u>	<u>(298,177)</u>	<u>13,914,717</u>
Total accumulated depreciation	<u>(7,154,440)</u>	<u>(525,059)</u>	<u>298,177</u>	<u>(7,381,322)</u>
Net capital assets being depreciated	<u>4,434,907</u>	<u>(525,059)</u>	<u>-</u>	<u>6,533,395</u>
Governmental activities capital assets, net	<u>\$ 4,530,495</u>	<u>\$ 2,098,488</u>	<u>\$ -</u>	<u>\$ 6,628,983</u>

Total depreciation expense for the year was \$525,059, all charged to the public safety function.

**NOTE 4: PENSION PLANS**

Plan Description

Qualified employees are covered under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Law. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, California 95814.



**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 4: PENSION PLANS – (continued)**

Regulatory Change

Assembly Bill 340 created the Public Employees' Pension Reform Act (PEPRA) that implemented new benefit formulas and final compensation period, as well as new contribution requirements for new employees hired on or after January 1, 2013. This act changes the safety plan from its current 3% at age 50 attributes to a 2.7% at age 57 plan. This will impact employees hired on or after January 1, 2013. The initial contribution rate for this plan is 20.742% of reportable compensation.

Funding Policy

The contribution requirements of the plan members are established by state statute. The District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the contribution rate are those adopted by the CalPERS Board of Administration.

At June 30, 2016, the District reported a liability of \$15,928,991 in the Statement of Net Position for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all Pension Plan participants, which was actuarially determined.

For the fiscal year ended June 30, 2016, the District recognized pension expense of \$(1,498,457) in its Government-Wide Financial Statements. Pension expense represents the change in the net pension liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss, actuarial gain/loss, actuarial assumptions or method, and plan benefits.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 4: PENSION PLANS – (continued)**

Actuarial Assumptions

The total pension liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions. Total pension liability represents the portion of the actuarial present value of projected benefit payments attributable to past periods of service for current and inactive employees.

- Discount Rate/Rate of Return – 7.5%, net of investment expense
- Inflation Rate – 2.75%
- Salary increases – Varies by Entry Age and Service
- COLA Increases – up to 2.75%
- Post-Retirement Mortality – Derived using CalPERS’ Membership Data for all Funds

The actuarial assumptions used in the June 30, 2015, valuation were based on the results of an actuarial experience study for the period July 1, 2011 through June 30, 2014. The long-term expected rate of return on pension plan investments (7.5%) was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	47.0%	5.71%
Global Fixed Income	19.0%	2.43%
Inflation Sensitive	6.0%	3.36%
Private Equity	12.0%	6.95%
Real Estate	11.0%	5.13%
Infrastructure and Forestland	3.0%	5.09%
Liquidity	2.0%	(1.05)%

The discount rate used to measure the total pension liability was 7.5 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from the

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 4: PENSION PLANS – (continued)**

Actuarial Assumptions – (continued)

District will be made at contractually required rates, actuarially determined. Based on those assumptions, the pension fund’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. In theory, the discount rate may differ from the long-term expected rate of return discussed previously. However, based on the projected availability of the pension fund’s fiduciary net position, the discount rate is equal to the long-term expected rate of return on pension plan investments, and was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.5%) or 1 percentage point higher (8.5%) than the current rate:

	1% Decrease 6.50%	Discount Rate 7.5%	1% Increase 8.5%
District’s proportionate share of the net pension plan liability	\$ 25,577,157	\$ 15,928,991	\$ 8,015,731

Detailed information about the pension fund’s fiduciary net position is available in the separately issued CALPERS comprehensive annual financial report which may be obtained by contacting PERS.

**NOTE 5: LONG-TERM DEBT**

Changes in Long-Term Debt are summarized below:

	Balance June 30, 2015	Additions	Reductions	Balance June 30, 2016
Compensated absences	\$ 292,720	\$ -	\$ 213,761	\$ 78,959
OPEB liability	6,020,314	337,562	-	6,357,876
Accrued interest	30,886	30,111	30,886	30,111
Long-term debt	2,280,314	-	57,412	2,222,902
Net pension liability	15,891,296	37,695	-	15,928,991
Total	\$ 24,515,530	\$ 405,368	\$ 302,059	\$ 24,618,839

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 5: LONG-TERM DEBT – (continued)**

Long-Term Debt interest paid for the year was \$80,059.

The District entered into a Capital Lease agreement dated September 1, 2010, with the California Infrastructure and Economic Development Bank (CIEDB), to provide funds for the acquisition and construction of major capital facilities in an amount totaling \$2,500,000. This lease agreement qualifies as a capital lease for accounting purposes and, therefore, has also been recorded at the present value of the future minimum lease payments in the statement of net position.

Collateral for the lease are the lease payments made by the district to the Finance Corporation for the use of the existing facilities. The future minimum lease obligations and the net present value of those minimum lease payments as of June 30, 2016, are as follows:

<u>Fiscal year ending June 30,</u>		
2017	\$	130,577
2018		130,545
2019		130,514
2020		130,481
2021-2025		651,785
2026-2030		650,858
2031-2035		649,678
2036-2040		648,295
2041		129,471
Total future payments		3,252,204
Less: Interest portion		(1,029,302)
Total Due		\$ 2,222,902

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 6: OPERATING LEASES**

The District is committed under various non-cancelable operating leases, primarily for equipment. Future minimum operating lease commitments are as follows:

<u>Year ending June 30,</u>	
2017	\$ 14,974
2018	12,790
2019	12,353
2020	<u>11,323</u>
Total	<u>\$ 51,440</u>

Rent expenses totaled \$17,785 for the year ended June 30, 2016.

**NOTE 7: DEVELOPMENT FEES**

On November 18, 1998, the Board of Directors adopted Resolution 98-11 establishing the development fees for the District. The use of these funds is restricted solely for financing public facilities and equipment necessary to serve new developments.

Activities of the development fees reserved for 2015-2016 is as follows:

Balance, July 1, 2015	\$ 384,916
Development fees collected	127,143
Transfer out	-
Interest apportioned by county	<u>1,821</u>
Balance, June 30, 2016	<u>\$ 513,880</u>

**NOTE 8: JPA**

The District is a member agency of a Joint Powers Authority, the El Dorado County Regional Pre-Hospital Emergency Services Operations Authority that was formed in 1997, for the purpose of providing pre-hospital emergency medical service and emergency dispatch service for the west-slope of El Dorado County.

Other member agencies are, Cameron Park Community Services District/Fire Department, Diamond Springs/El Dorado Fire Protection District, El Dorado Hills County Water District/Fire Department, Garden Valley Fire Protection District,

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 8:**     **JPA** – (continued)

Georgetown Fire Protection District, Latrobe Fire Protection District, Mosquito Fire Protection District, Pioneer Fire Protection District, and Rescue Fire Protection District.

The District is fully reimbursed for all authorized costs incurred in the furtherance of the contract. In addition, the District realizes revenue as the result of administering the twenty-eight employees who operate the ambulances in the JPA.

**NOTE 9:**     **RISK OF LOSS**

El Dorado County Fire Protection District is exposed to various risks of loss related to theft of, damage to, and destruction of assets, and injuries to employees. During the 2016 fiscal year, the District purchased certain commercial insurance coverages to provide for these risks.

**NOTE 10:**    **POST-RETIREMENT BENEFITS**

*Plan Description*

The District provides post-employment health care benefits to certain employees who are eligible to retire with PERS and have completed a minimum of 5 years of employment with the District.

*Funding Policy*

The required contribution is based on projected pay-as-you-go financing requirements, with an amount of funding the actuarial accrued liability as determined annually by the Board. For the fiscal year ended June 30, 2016, the District contributed only for pay-as-you-go in the amount of \$914,228.

*Annual OPEB Cost and Net OPEB Obligation*

The District's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 10: POST-RETIREMENT BENEFITS – (continued)**

The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the District’s net OPEB obligation:

Annual required contribution	\$ 1,251,790
Contributions made	<u>(914,228)</u>
Increase in net OPEB obligation	337,562
Net OPEB obligation – beginning of year	6,020,314
Net OPEB obligation – end of year	<u>\$ 6,357,876</u>

The District’s annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year ended June 30, 2015, is as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
June 30, 2014	\$ 1,312,462	56.41%	\$5,438,810
June 30, 2015	\$ 1,371,170	57.59%	\$6,020,314
June 30, 2016	\$ 1,251,790	70.77%	\$6,357,876

*Funded Status and Funding Process*

As of July 1, 2015, the most recent actuarial valuation date, the plan was unfunded. The actuarial accrued liability for benefits was \$13,436,133, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$8,000,646 and the ratio of the UAAL to the covered payroll was 167.49 percent. Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016**

**NOTE 10: POST-RETIREMENT BENEFITS – (continued)**

*Actuarial Methods and Assumptions*

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. In the June 30, 2016 actuarial valuation, the entry age actuarial cost method was used. The actuarial assumptions included a 4.0% discount (net of administrative expenses), which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments calculated based on the funded level of the plan at the valuation date, and an annual healthcare cost trend rate at 5-9 percent. An inflation rate of 2.75% was used. The UAAL is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at June 30, 2017, was twenty-three years.

**NOTE 11: DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES**

Pursuant to GASB Statement No. 63, the District recognized deferred outflows of resources in the Government-Wide and Proprietary Fund Statements. These items are a consumption of net position by the District that is applicable to a future reporting period.

The District has one item that is reportable on the Government-Wide Statement of Net Position as Deferred Outflows of Resources which is related to pensions. The total is \$1,232,848.

The District also recognized deferral inflows of resources in the Government-Wide Financial Statements. This is an acquisition of net position by the District that is applicable to a future reporting period. The District has one item related to pensions that is captured as a deferred inflow of resources. The total at year-end was \$1,775,308.

Under the modified accrual basis of accounting, it is not enough that revenue is earned; it must also be available to finance expenditures of the current period. Governmental funds will therefore include deferred inflows of resources for amounts that have been earned but are not available to finance expenditures in the current period.



**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016**

**NOTE 11: DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES – (continued)**

Deferred outflows of resources and deferred inflows of resources above represent the unamortized portion of changes to net pension liability to be recognized in future periods in a systematic and rational manner.

\$1,232,848 was reported as deferred outflows of resources related to pension resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year-end June 30, 2016.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2016	\$ 835,848
2017	835,848
2018	746,420
2019	(642,808)
Total	<u>\$ 1,775,308</u>

**NOTE 12: SUBSEQUENT EVENTS**

Subsequent events have been reviewed through February 23, 2018, the date the financial statements were available for issuance. There were no additional items that will require adjustments or disclosures in the financial statements.

**SUPPLEMENTARY DATA**

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
PRINCIPAL OFFICIALS  
JUNE 30, 2016**

Board of Directors:

Mark Brunton	Chair
Dennis Thomas	Vice Chair
Chris Swarbrick	Director
Bill Draper	Director
Tara Mason	Director

Operations:

Michael Hardy	Fire Chief
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**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
 REQUIRED SUPPLEMENTARY INFORMATION – POST EMPLOYMENT BENEFITS  
 JUNE 30, 2016**

Actuarial Valuation Date	Actuarial Valuation of Assets (a)	Actuarial Valued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a % of Covered Payroll ((b-a)/c)
1/1/2009	\$ -	\$19,107,000	\$19,107,000	0.0%	\$5,857,500	326.19%
1/1/2012	\$ -	\$19,597,708	\$19,597,708	0.0%	\$5,610,677	349.30%
1/1/2015	\$ -	\$13,436,133	\$13,436,133	0.0%	\$8,000,646	167.90%

1. This information is intended to help users assess the OPEB funding status on a going-concern basis, assess progress made in accumulating assets to pay benefits and make comparisons with other public employers.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Budgeted Amounts</u>			Variance with Final Budget
	Original	Final	Actual	Positive (Negative)
<b>REVENUES</b>				
Property taxes	\$ 8,141,649	\$ 8,141,649	\$ 8,113,393	\$ (28,256)
Special assessments	803,878	803,878	778,218	(25,660)
Development fees	-	-	127,143	127,143
Plan check fees	25,000	25,000	51,485	26,485
Use of money and property		-	128,045	128,045
JPA administrative fee	80,000	80,000	80,000	-
Charges for services	585,514	585,514	576,678	(8,836)
Intergovernmental revenues	463,099	463,099	211,046	(252,053)
Reimbursements	175,000	175,000	730,142	555,142
Miscellaneous	55,000	55,000	56,710	1,710
Total revenues	<u>10,329,140</u>	<u>10,329,140</u>	<u>10,852,860</u>	<u>523,720</u>
<b>EXPENDITURES</b>				
Current:				
Salaries and benefits	7,667,256	7,667,256	7,974,845	(307,589)
Services and supplies	833,975	833,975	859,009	(25,034)
Capital outlay	2,467,482	2,467,482	2,623,547	(156,065)
Debt service:				
Principal	99,204	99,204	57,412	41,792
Interest	38,836	38,836	80,059	(41,223)
Total expenditures	<u>\$ 11,106,753</u>	<u>\$ 11,106,753</u>	<u>11,594,872</u>	<u>\$ (488,119)</u>
Net changes in fund balances			<u>\$ (742,012)</u>	

**EL DORADO COUNTY FIRE PROTECTION DISTRICT  
REQUIRED SUPPLEMENTARY INFORMATION - PENSIONS  
JUNE 30, 2016**

El Dorado County Fire Protection District – Schedule of the District’s proportionate share of the Net Pension Liability:

Last 10 Fiscal years\*:

	<u>FY 2014</u>	<u>FY 2015</u>
District’s proportion of the net pension liability	Varies by plan	Varies by plan
District’s proportionate share of the net pension liability	\$ 15,891,296	\$ 15,928,991
District’s covered employee payroll	6,243,562	
District’s proportionate share of the net pension liability as a percentage of its covered-employee payroll	254.52%	
Plan Fiduciary net position as a percentage of the total pension liability	79.49%	79.36%

\*Amounts presented above were determined as of 6/30. Additional years will be presented as they become available.

CALPERS - Schedule of District contributions

Last 10 Fiscal Years\*:

	<u>FY 2014</u>	<u>FY 2015</u>
Actuarially determined contribution	\$ 1,024,588	\$ 1,232,848
Total actual contributions	(1,024,588)	(1,232,848)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
District’s covered-employee payroll	\$ 6,243,562	
Contributions as a percentage of covered employee payroll	16.41%	

## **Appendix K: Certificate of Insurance**

See Attached.



Allied World Insurance Company  
 199 Water Street, 24th Floor  
 New York, NY 10038  
 Tel: (646) 794-0500  
 Fax: (646) 794-0811

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM  
 SUPPLEMENTAL DECLARATIONS**

NAMED INSURED: EL DORADO COUNTY FIRE PROTECTION DISTRICT	POLICY NUMBER: 6300-0205-01
	EFFECTIVE DATE: 11/1/2017

THIS COVERAGE FORM AND ENDORSEMENTS MAY PROVIDE COVERAGE ON A CLAIMS MADE BASIS. PLEASE READ THE ENTIRE COVERAGE FORM AND ENDORSEMENTS CAREFULLY.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS COVERAGE FORM, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS COVERAGE FORM.

**LIMITS OF INSURANCE**

General Aggregate Limit (Bodily Injury, Property Damage & Medical Expenses)	\$	10,000,000
Products/Completed Operations Aggregate Limit	\$	10,000,000
Personal and Advertising Injury Limit	\$	1,000,000
Each Occurrence Limit	\$	1,000,000
Damage to Premises Rent to You Limit	\$	1,000,000 Any One Premises
Medical Expenses Limit	\$	10,000 Any One Person
Medical Incident Limit	\$	1,000,000

**ADDITIONAL LIABILITY COVERAGES**

Employee Benefit Plans		N/A
Each Employee Aggregate Limit	\$	N/A
Retroactive Date		N/A
Hired And Non-Owned Auto Liability Coverage		N/A
Aggregate Limit	\$	N/A

**FORMS AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE PART:**

- FR-GL 00003 00 (06/15)
- FR-GL 00004 04 (05/15)
- FR-GL 00005 04 (05/15)
- FR-GL 00006 00 (05/15)
- FR-GL 00013 00 (05/15)
- FR-GL 00022 00 (05/15)

FR-GL 00001 00 (05/15)

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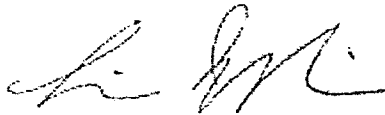


FR-GL 00050 00 (05/15)

FR-GL 00055 00 (05/15)

**THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.**

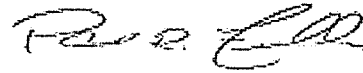
**In Witness Whereof, the Insurer has caused this policy to be executed and attested, but this policy shall not be valid unless countersigned by a duly authorized representative of the Insurer.**



President



Asst. Secretary



**AUTHORIZED REPRESENTATIVE**



Allied World Insurance Company  
 199 Water Street, 24<sup>th</sup> Floor  
 New York, NY 10038  
 (646) 794-0500

## PROPERTY COVERAGE FORM SUPPLEMENTAL DECLARATIONS

NAMED INSURED: EL DORADO COUNTY FIRE PROTECTION DISTRICT	POLICY NUMBER: 6300-0205-01
	EFFECTIVE DATE: 11/1/2017

Real Property & Business Personal Property Limit	\$ 11,647,534
Coverage Extension Blanket Limit	\$ 2,000,000
Mobile Equipment Limit (Incl. Scheduled, Unscheduled, and Leased, Borrowed, Rented Limits)	\$ 109,299
Unscheduled Mobile Equipment Limit (part of, and not in addition to, the Mobile Equipment Limit)	\$ 25,000 (\$10,000 per item maximum Limit)
Scheduled Mobile Equipment Limit (part of, and not in addition to, the Mobile Equipment Limit)	\$ 34,299 (Per Schedule on File with Company)
Portable Equipment Limit	\$ INCL
Policy Deductible	500
Mobile Equipment Deductible	\$ 250
Portable Equipment Deductible (emergency services and commandeered)	250
Earthquake Deductible (Per Item)	5%
Flood Deductible (Per Premises)	\$ 1,000
Equipment Breakdown Deductible (aboveground and less than 50 feet belowground)	\$ 500
Equipment Breakdown Deductible (greater than 50 feet belowground)	\$ N/A
Real Property Inflation Guard	4%
Personal Property Inflation Guard	4%

**DESCRIPTION OF PREMISES AND COVERAGES PROVIDED: THE REAL PROPERTY & BUSINESS PERSONAL PROPERTY LIMIT ABOVE ONLY APPLIES AT THE DESCRIBED PREMISES FOR WHICH AN ENTRY IS MADE BELOW. THIS LIMIT HAS BEEN ARRIVED AT BY A SCHEDULE ON FILE WITH THE COMPANY. SPECIAL CAUSES OF LOSS APPLIES.**

Premise Number	Building Number	DESIGNATED PREMISES (Address, City, State, Zip Code)
		Per Schedule on File with Underwriter

**DESCRIPTION OF PREMISES AND COVERAGES PROVIDED:**

Coverages included in the coverage extension blanket limit of insurance:

The following coverages are included and limited to the Coverage Extension Blanket Limit listed above:

- ↘ "Business Income"
- ↘ Extended "Business Income"
- ↘ "Extra Expense"
- ↘ Civil Authority
- ↘ "Tenants Leasehold Interest Loss"
- ↘ "Electronic Data"
- ↘ Preservation of Property
- ↘ "Commandeered Property"

**ADDITIONAL COVERAGES:**

The following is only a summary of the Limits of Insurance and Additional Coverages provided by the Property Coverage Form attached to this policy. This is provided only for your reference and convenience. For the Limits of Insurance and the Additional Coverages provided by the Property Coverage Form, read the Provisions and the Coverage Forms.

<u>Property Coverages</u>	<u>Limit of Insurance</u>
Property in Transit	\$ 100,000
Pollution "Remediation Expenses"	\$ 250,000
Limited Coverage for "Fungus", Wet Rot or Dry Rot	\$ 25,000
"SCADA" Upgrades	\$ 100,000
New Locations or Newly Constructed Property	\$ 1,000,000
Debris Removal	\$ 50,000
Fire Department Service Charge	\$ 5,000
"Dependent Business Premises"	\$ 250,000
Property at Other Locations	\$ 250,000
Tools and "Portable Equipment" Owned by Your Employees	\$ 5,000
"Personal Effects" and Property of Others	\$ 5,000
"Outdoor Property"	\$ 25,000
Trees, Shrubs, and Plants	\$ 25,000
Non-owned Detached Trailers	\$ 5,000
Accounts Receivable	\$ 500,000
"Valuable Papers and Records"	\$ 500,000
Fire Protection Devices	\$ 5,000
Cost of Inventory or Adjustment	\$ 5,000
Utility Services – Direct Damage	\$ 250,000
Utility Services – "Business Income" and "Extra Expense"	\$ 250,000
Contract Penalties	\$ 100,000
Arson Reward	\$ 10,000
Indoor and Outdoor Signs	\$ 25,000
"Fine Arts"	\$ 25,000
Unintentional Errors	\$ 100,000

**THE COVERAGES LISTED IN THE SUMMARY ABOVE ARE PROVIDED AS EXTENSIONS OR ADDITIONS TO YOUR INSURANCE PROGRAM. OUR PAYMENT FOR LOSS OR DAMAGE UNDER THESE EXTENSIONS AND ADDITIONS IS SUBJECT TO THE DEDUCTIBLE STATED ABOVE UNLESS OTHERWISE STATED IN THE PROPERTY COVERAGE FORM.**

**FORMS AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE PART:**

FR-PR 00003 00 (06/15)

FR-PR 00004 04 (05/15)

FR-PR 00005 00 (05/15)

FR-PR 00008 00 (05/15)

FR-PR 00039 00 (05/15)

FR-PR 00041 00 (09/15)

FR-PR 00042 00 (05/15)

FR-PR 00043 00 (05/15)

FR-PR 00044 00 (05/15)

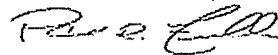
FR-PR 00045 00 (05/15)

FR-PR 00046 04 (09/15)

Countersigned:

10/30/2017

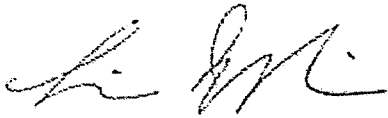
By:




Date

Authorized Representative

In Witness Whereof, the Insurer has caused this Policy to be executed by its authorized officers.



PRESIDENT



ASST. SECRETARY

## PROPERTY COVERAGE FORM

PLEASE READ THIS COVERAGE FORM CAREFULLY.

Various provisions in this Coverage Form restrict coverage. Read the entire Coverage Form carefully to determine rights, duties and what is and is not covered.

Throughout this Coverage Form, the words "you" and "your" refer to the Named Insured shown in the Declarations. The words "we," "us", and "our" refer to the Company stated in the Declarations as providing this insurance.

Other words and phrases that appear in quotation marks have special meanings. Refer to **SECTION VIII – DEFINITIONS** and other provisions of this Coverage Form for such meanings.

---

### SECTION I – COVERAGES

---

#### A. Property Covered

We will pay for direct physical loss of or damage to "real property" and "business personal property" caused by or resulting from a peril not otherwise excluded, not to exceed the applicable Limit of Insurance for "real property" and "business personal property" described in the Declarations.

The loss or damage to "real property" or "business personal property" must occur at, or within 1000 feet of, the premises shown in the Declarations, unless otherwise stated. This coverage applies only at those premises shown in the Declarations.

#### B. Property Not Covered

1. Accounts, bills, currency, food stamps or evidences of debt, "money", notes or "securities" (lottery tickets held for sale are not "securities");
2. Aircraft;
3. Animals;
4. Automobiles;
5. Bridges
6. Canals, ditches, flumes or aqueducts;
7. Contraband or property in the course of illegal transportation or trade;
8. Cost of excavations, grading, backfilling or filling;
9. Cost to replace or restore the information on "valuable papers and records", including those which exist as "electronic data", except as provided for in the Coverage Extensions in **SECTION III** of this Coverage Form;
10. Dams, locks, levees, or reservoirs;
11. Electric utility power transmission and distribution lines, poles and related equipment;
12. "Electronic data", except as provided for in the Coverage Extensions in **SECTION III** of this Coverage Form;
13. Land (including land on which the property is located);
14. Lawns;
15. Foundations of buildings, structures, machinery or boilers if their foundations are below the lowest basement floor or the surface of the ground, if there is no basement;



Allied World Insurance Company  
 199 Water Street, 24th Floor  
 New York, NY 10038  
 Tel: (646) 794-0500  
 Fax: (646) 794-0811

## COMMERCIAL CRIME COVERAGE FORM SUPPLEMENTAL DECLARATIONS

NAMED INSURED: EL DORADO COUNTY FIRE PROTECTION DISTRICT	POLICY NUMBER: 6300-0205-01
	EFFECTIVE DATE: 11/1/2017

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS COVERAGE FORM, WE AGREE TO PROVIDE THE INSURANCE AS STATED IN THIS COVERAGE FORM.

### SCHEDULE OF CRIME COVERAGE

Insuring Agreement	Limit of Insurance	Deductible Amount
Employee Theft (includes Faithful Performance)	\$250,000 per Occurrence	\$ 500 per Occurrence
Forgery or Alteration	\$250,000 per Occurrence	\$ 500 per Occurrence
Inside the Premises – Theft of Money & Securities	\$250,000 per Occurrence	\$ 500 per Occurrence
Inside the Premises – Robbery/Safe Burglary	\$5,000 per Occurrence	\$ 500 per Occurrence
Outside the Premises	\$250,000 per Occurrence	\$ 500 per Occurrence
Computer Fraud	\$100,000 per Occurrence	\$ 500 per Occurrence
Funds Transfer Fraud	\$25,000 per Occurrence	\$ 500 per Occurrence
Money Orders	\$100,000 per Occurrence	\$ 500 per Occurrence

### ENDORSEMENTS ATTACHED TO THIS POLICY:

FR-CR 00003 00 (05/15)  
 FR-CR 00004 00 (05/15)  
 FR-CR 00005 04 (05/15)

### EMPLOYEE BENEFIT PLAN(S) INCLUDED AS INSURED(S):

THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

Countersigned:

10/30/2017

Date

By:

Authorized Representative

FR-CR 00001 00 (05/15)



Allied World Insurance Company  
 199 Water Street, 24th Floor  
 New York, NY 10038  
 Tel: (646) 794-0500  
 Fax: (646) 794-0811

**PUBLIC OFFICIALS AND MANAGEMENT LIABILITY  
 WITH EMPLOYMENT PRACTICES AND EMPLOYEE BENEFITS  
 COVERAGE FORM (OCCURRENCE)  
 SUPPLEMENTAL DECLARATIONS**

NAMED INSURED: EL DORADO COUNTY FIRE PROTECTION DISTRICT	POLICY NUMBER: 6300-0205-01
	EFFECTIVE DATE: 11/1/2017

THIS COVERAGE FORM PROVIDES COVERAGE ON AN OCCURRENCE BASIS FOR WRONGFUL ACTS OR OFFENSES THAT TAKE PLACE DURING THE POLICY PERIOD. DEFENSE EXPENSES PAID UNDER COVERAGE A, ARE PAID IN ADDITION TO THE LIMITS OF LIABILITY. DEFENSE EXPENSES PAID UNDER COVERAGE B, WILL REDUCE AND MAY EXHAUST THE LIMITS OF LIABILITY AVAILABLE TO PAY LOSS. DEFENSE EXPENSES ARE APPLIED AGAINST THE DEDUCTIBLE.

**LIMITS OF INSURANCE**

<b>Coverage A.</b>		
Wrongful Acts	\$ 1,000,000	Each Wrongful Act
Employment Practices	\$ 1,000,000	Each Offense
Employee Benefit Plans	\$ 1,000,000	Each Offense
Coverage A. Deductible	\$ 1,000	Each Wrongful Act or Offense
<b>Coverage B.</b>		
Injunctive Relief	\$ 25,000	Each Action for Injunctive Relief
	\$ 25,000	Aggregate for Coverage B
<b>All Coverages Aggregate Limit</b>	\$ 10,000,000	In the Aggregate for all Wrongful Acts and Offenses, and all Actions for Injunctive Relief, under Coverage A and Coverage B

Retroactive Date	N/A
------------------	-----

**ENDORSEMENTS ATTACHED TO THIS POLICY:**


- FR-PO 00005 00 (05/15)
- FR-PO 00015 00 (05/15)
- FR-PO 00021 00 (05/15)
- FR-PO 00022 00 (05/15)
- FR-PO 00028 00 (05/15)
- FR-PO 00029 00 (05/15)
- FR-PO 00031 00 (05/15)

FR-PO 00001 00 (05/15)

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THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

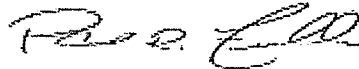
In Witness Whereof, the Insurer has caused this Policy to be executed by its authorized officers.



\_\_\_\_\_  
PRESIDENT

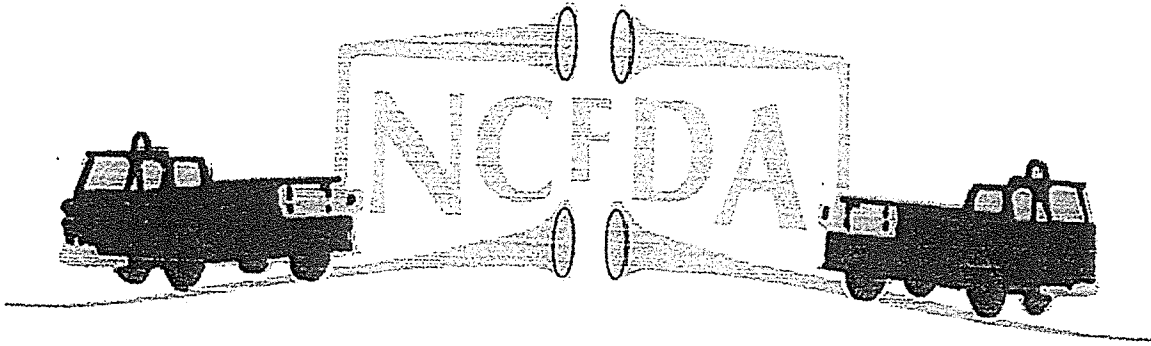


\_\_\_\_\_  
ASSIST. SECRETARY



\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE





## **EXCESS LIABILITY COVERAGE - FOLLOWING FORM**

Provides excess coverage over your primary liability insurance stated in the underlying schedule. The excess liability policy will automatically take the place of the primary liability policies whose aggregate limits have been exhausted.

Policy Term: 11-1-17 to 11-1-18

### **El Dorado County FPD**

Excess Liability Limit: \$ 5,000,000

Retained Limit: \$0

Underlying American Allied World Assurance Company: Refer to the policy

Underwriting Company: Allied World Assurance Company,  
AM Best Rating A XV

Insured: Northern California Fire District Association and its members

Annual Premium: \$2,700

12/12/17 jk

## Attachment C

# Fire & Emergency Services Proposal Review Panels

### **Professional Panel**

Steve Sjotvedk, Fire Chief, California Department of Corrections and Cameron Park resident  
Michael W. McLaughlin, CFO, Fire Chief, Cosumnes Fire Department  
Matt Silva, Fire Chief (retired), CAL FIRE and Cameron Park resident  
Holly Morrison, Board of Directors, Fire & Emergency Services Committee

### **Community Panel**

Kevin Wilson, appointed by Director Wooten  
Eric Aiston, appointed by Director Stanton  
Barbara Rogers, appointed by Director Morrison  
Bob Gerstle, appointed by Director Mohr  
Ellie Wooten, Board of Directors, Fire & Emergency Committee  
(Note: Director Scobey's appointee was unable to serve unexpectedly)

## Attachment D

### Emergency Services Request for Proposal – 2018 Staffing Comparison

Item	CAL FIRE Option 1	El Dorado County Fire
Station 88		
Number of sworn personnel**	4	6
Number of non-sworn personnel	0	0
Minimum staffing assigned to the ALS Type I Engine per shift	2	2
Number of personnel per shift	2	2
Station 89		
Number of sworn personnel**	12	14
Number of non-sworn personnel	0	1
Minimum staffing assigned to the paramedic ambulanc	2	2
Minimum staffing assigned to the ALS Type I Engine per	2	2
Number of personnel per shift	4	4

\*\* Total number of sworn personnel is due to rotation & shifts

# Attachment E

Emergency Services Request for Proposal – 2018

## Contract Cost Comparison

This includes JPA expenses, hiring, and training for both stations

	CAL FIRE			El Dorado County Fire
	Option One	Option Two	Option Three	
Year One	\$3,787,466.00	\$4,715,495.00	\$5,804,328.00	\$3,043,375.92
Year Two	\$3,882,152.00	\$4,833,383.00	\$5,949,437.00	\$3,026,243.42
Year Three	\$3,979,206.00	\$4,954,218.00	\$6,098,173.00	\$3,010,268.27
Year Four	\$4,078,686.00	\$5,078,073.00	\$6,250,627.00	\$3,070,473.62
Year Five	\$4,180,654.00	\$5,205,024.00	\$6,406,891.00	\$3,131,883.08
Sub Totals	\$19,908,164.00	\$24,786,193.00	\$30,509,456.00	\$15,282,244.31
LAFCO Fees	N/A	N/A	N/A	\$40,000.00
<b>Totals</b>	<b>\$19,908,164.00</b>	<b>\$24,786,193.00</b>	<b>\$30,509,456.00</b>	<b>\$15,322,244.31</b>

Notes:

9% increase in CAL FIRE costs over five years

3% increase in EDCFPD costs over five years

**COOPERATIVE FIRE PROGRAMS  
FIRE PROTECTION REIMBURSEMENT AGREEMENT**  
LG-1 REV. 01/2017

AGREEMENT NUMBER **2CA03928**

REGISTRATION NUMBER:

1. This Agreement is entered into between the State Agency and the Local Agency named below:

STATE AGENCY'S NAME

California Department of Forestry and Fire Protection – (CAL FIRE)

LOCAL AGENCY'S NAME

Cameron Park Community Services District

2. The term of this Agreement is: **July 1<sup>st</sup>, 2018** through **June 30<sup>th</sup>, 2023**

3. The maximum amount of this Agreement is: **\$ 20,307,681.43**  
Twenty million, three hundred and seven thousand, six hundred eighty one dollars and 43 cents.

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work – Includes page 2 (contact page) in count for Exhibit A	5	pages
Exhibit B – Budget Detail and Payment Provisions	2	pages
Exhibit C – General Terms and Conditions	6	pages
Exhibit D – Additional Provisions	14	pages
Exhibit E – Description of Other Services		pages



IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

**LOCAL AGENCY**

LOCAL AGENCY'S NAME  
Cameron Park Community Services District

BY (Authorized Signature)

*[Signature]*

DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING  
Holly Morrison, Board President

ADDRESS  
2502 Country Club Dr  
Cameron Park CA 95682

**STATE OF CALIFORNIA**

AGENCY NAME  
California Department of Forestry and Fire Protection

BY (Authorized Signature)

*[Signature]*

DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING  
Don Gordon, Assistant Deputy Director, Cooperative Fire Protection, Training & Safety

ADDRESS P.O. Box 944246, Sacramento, CA 94244-2460

*California Department of General  
Services Use Only*

**EXHIBIT A**  
**COOPERATIVE FIRE PROGRAMS**  
**FIRE PROTECTION REIMBURSEMENT AGREEMENT**

The project representatives during the term of this agreement will be:

CAL FIRE Unit Chief:	Scott Lindgren	Local Agency:	Cameron Park Community Services District
Name:	Mike Blankenheim	Name:	Jill Ritzman
Phone:	(530) 644 2345	Phone:	(530) 677 2231
Fax:	(530) 647 5276	Fax:	(530) 677 2201

All required correspondence shall be sent through U.S. Postal Service by certified mail and directed to:

CAL FIRE Unit Chief:	Scott Lindgren	Local Agency:	Jill Ritzman
Section/Unit:	Amador El Dorado	Section/Unit:	Cameron Park Community Services District
Attention:	Mike Blankenheim	Attention:	General Manager
Address:	2840 Mt Danaher Rd Camino CA 95709	Address:	2502 Country Club Dr Cameron Park CA 95682
Phone:	(530) 644 2345	Phone:	(530) 677 2231
Fax:	(530) 647 5276	Fax:	(530) 677 2201

Send an additional copy of all correspondence to:

**CAL FIRE**  
**Cooperative Fire Services**  
**P.O. Box 944246**  
**Sacramento, CA 94244-2460**

**AUTHORIZATION**

As used herein, Director shall mean Director of CAL FIRE. This agreement, its terms and conditions are authorized under the Public Resources Code Sections 4141, 4142, 4143 and 4144, as applicable.

**EXHIBIT A**  
**SCOPE OF WORK**

Under Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and fire suppression forces including the necessary equipment, personnel, and facilities required to prevent and extinguish forest fires.

The purpose of this agreement is to provide mutually advantageous fire and emergency services through an effective consolidated organization, wherein the STATE is primarily financially responsible for protecting natural resources from vegetation fires and the LOCAL AGENCY is primarily financially responsible for protecting life and property from fires and other emergencies. The LOCAL AGENCY shall have sole authority to establish the fire protection organization and structure needed to meet the determined level of service. This level of service may be based on the LOCAL AGENCY governing board's established fiscal parameters and assessment of risks and hazards. LOCAL AGENCY personnel providing services under this agreement may include any one or a combination of the following: regular employees, persons temporarily employed and commonly known as volunteers, paid-call firefighters, or others temporarily employed to perform any emergency work or emergency service including, but not limited to fire prevention, fire suppression and emergency medical response.

To comply with the STATE's mandate for full cost recovery of goods and services provided for others, the LOCAL AGENCY shall be responsible for all STATE costs, both direct and indirect, required to execute the terms of this agreement. These costs shall include, but not be limited to: required training and associated post coverage, employee uniform and Personal Protective Equipment (PPE) costs.

**1. FIRE PROTECTION SERVICES TO BE PROVIDED BY THE STATE**

STATE provides a modern, full service fire protection and emergency incident management agency that provides comprehensive fire protection and other emergency incident response. STATE designs regional fire protection solutions for urban and rural communities by efficiently utilizing all emergency protection resources. Regional solutions provide the most effective method of protecting the citizens of California at local, county and state levels.

Fire protection services to be provided by STATE under this agreement shall include the following: (check boxes below that apply)

1) Emergency Fire Protection, Medical and Rescue Response: services include commercial, residential, and wildland fire protection, prevention and investigation; hazardous materials incident response; emergency vehicle extrication; hazardous conditions response (flooding, downed power lines, earthquake, terrorist incident, etc.); emergency medical and rescue response; and public service assistance. Also included are management support services that include fire department administration, training and safety, personnel, finance and logistical support.

2) Basic Life Support Services: emergency medical technician (EMT) level emergency medical response providing first aid, basic life support (BLS), airway management, administration of oxygen, bleeding control, and life support system stabilization until patients are transported to the nearest emergency care facility.

3) Advanced Life Support Services: paramedic level emergency medical response providing early advanced airway management, intravenous drug therapy, and life support system stabilization until patients are transported to the nearest emergency care facility.

- 4) Dispatch Services: provide fire department 9-1-1 emergency dispatch by CAL FIRE Fire/Emergency Command Center (ECC). CAL FIRE will be responsible for fire/emergency dispatching emergency resource units covered under this agreement. The CAL FIRE ECC is staffed with a Battalion Chief, three or more Fire Captains and Communications Operators to provide 24/7 year-round coverage. There is always an officer of Captain rank or higher to serve as the shift supervisor and command officer. CAL FIRE uses an integrated Computer Aided Dispatch (CAD) system using the latest technology, to direct the closest available resources to all emergency incidents.
- 5) Fire Code Inspection, Prevention and Enforcement Services: CAL FIRE has staff Fire Inspectors serving under the direction of the LOCAL AGENCY Fire Marshal to provide services to the area covered by this agreement. Fire Code Enforcement will normally be available five days per week, with emergency or scheduled enforcement inspections available seven days per week. Fire Prevention and Investigation services will be provided by CAL FIRE Prevention Officers trained in arson, commercial, and wildland fire investigation. Officers are available by appointment for site visits and consultations. Officers are trained at CAL FIRE's Peace Officer Standard Training (POST) certified law enforcement training academy and they cooperate effectively with all local, state and federal law enforcement agencies.
- 6) Land Use/ Pre-Fire Planning Services – CAL FIRE staff will provide community land use planning, administration of Pre-Fire project work, including community outreach, development of community education programs, project quality control, maintenance of project records and submittal of progress reports, completion of required environmental documentation, acquisition of required permits and completion of other associated administrative duties.
- 7) Disaster planning services (listed in Exhibit E, Description of Other Services, attached hereto and made a part of this agreement)
- 8) Specific service descriptions and staffing coverage, by station (listed in Exhibit E, Description of Other Services, attached hereto and made a part of this agreement)
- 9) Extended Fire Protection Service Availability (Amador)

## **2. ADMINISTRATION**

Under the requirements of California Public Resources Code Section 4114 and other provisions of law, STATE maintains fire prevention and firefighting services as outlined in Exhibit D, Schedule B of this agreement.

- A. Director shall select and employ a Region Chief who shall, under the direction of the Director/Chief Deputy Director, manage all aspects of fire prevention and fire protection services and forestry-related programs.
- B. Director will select and employ a Unit Chief who shall, under the supervision and direction of Director/Region Chief or a lawful representative, have charge of the organization described in Exhibit D, Schedules A, B and C included hereto and made a part of this agreement.
- C. LOCAL AGENCY shall appoint the Unit Chief as the LOCAL AGENCY Fire Chief for all Emergency Fire Protection, Medical and Rescue Response Agreements, pursuant to applicable statutory authority. The Unit Chief may delegate this responsibility to qualified staff.
- D. The Unit Chief may dispatch personnel and equipment listed in Exhibit D, Schedules A, B and C from the assigned station or location under guidelines established by LOCAL AGENCY and approved by STATE. Personnel and/or equipment listed in Exhibit D, Schedule B may be dispatched at the sole discretion of STATE.



- E. The Unit Chief shall exercise professional judgment consistent with STATE policy and his or her employment by STATE in authorizing or making any assignments to emergencies and other responses, including assignments made in response to requests for mutual aid.
- F. Except as may be otherwise provided for in this agreement, STATE shall not incur any obligation on the part of LOCAL AGENCY to pay for any labor, materials, supplies or services beyond the total set forth in the respective Exhibit D, Schedules A and C, as to the services to be rendered pursuant to each Schedule.
- G. Nothing herein shall alter or amend or be construed to alter or amend any Collective Bargaining Agreement or Memorandum of Understanding between the State of California and its employees under the State Employer-Employee Relations Act.

### **3. SUPPRESSION COST RECOVERY**

As provided in Health and Safety Code (H&SC) Section 13009, STATE may bring an action for collection of suppression costs of any fire caused by negligence, violation of law, or failure to correct noticed fire safety violations. When using LOCAL AGENCY equipment and personnel under the terms of this agreement, STATE may, at the request of LOCAL AGENCY, bring such an action for collection of costs incurred by LOCAL AGENCY. In such a case LOCAL AGENCY appoints and designates STATE as its agent in said collection proceedings. In the event of recovery, STATE shall deduct fees and litigation costs in a proportional percentage amount based on verifiable and justifiable suppression costs for the fire at issue. These recovery costs are for services provided which are beyond the scope of those covered by the local government administrative fee.

In all such instances, STATE shall give timely notice of the possible application of H&SC Section 13009 to the representative designated by LOCAL AGENCY.

### **4. MUTUAL AID**

When rendering mutual aid or assistance as authorized in H&SC Sections 13050 and 13054, STATE may, at the request of LOCAL AGENCY, demand payment of charges and seek reimbursement of LOCAL AGENCY costs for personnel, equipment and operating expenses as funded herein, under authority given by H&SC Sections 13051 and 13054. STATE, in seeking said reimbursement pursuant to such request of LOCAL AGENCY, shall represent LOCAL AGENCY by following the procedures set forth in H&SC Section 13052. Any recovery of LOCAL AGENCY costs, less expenses, shall be paid or credited to LOCAL AGENCY, as directed by LOCAL AGENCY.

In all such instances, STATE shall give timely notice of the possible application of H&SC Sections 13051 and 13054 to the officer designated by LOCAL AGENCY.

### **5. PROPERTY PURCHASE AND ACCOUNTING**

LOCAL AGENCY shall be responsible for all costs associated with property required by personnel to carry out this agreement. Employee uniform costs will be assessed to the LOCAL AGENCY through the agreement billing process. Personal Protective Equipment (PPE) costs shall be the responsibility of the LOCAL AGENCY. By mutual agreement, PPE meeting the minimum specifications established by the STATE may be purchased directly by the LOCAL AGENCY. Alternately, the STATE will supply all PPE and the LOCAL AGENCY will be billed for costs incurred.

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All property provided by LOCAL AGENCY and by STATE for the purpose of providing fire protection services shall be marked and accounted for by the Unit Chief in such a manner as to conform to the regulations, if any, established by the parties for the segregation, care, and use of the respective properties.

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**EXHIBIT B**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. PAYMENT FOR SERVICES**

- A. LOCAL AGENCY shall pay STATE actual cost for fire protection services pursuant to this agreement an amount not to exceed that set forth in Exhibit D, Schedule A for each fiscal year. STATE shall prepare an Exhibit D, Schedule A each year, which shall be the basis for payment for the entire fiscal year for which services are provided.
- B. Any other funds designated by LOCAL AGENCY to be expended under the supervision of or for use by a Unit Chief for fire protection services shall be set forth in Exhibit D, Schedule C. This clause shall not limit the right of LOCAL AGENCY to make additional expenditures, whether under Exhibit D, Schedule C or otherwise.
- C. STATE shall invoice LOCAL AGENCY for the cost of fire protection services on a quarterly basis as follows:
- 1) For actual services rendered by STATE during the period of July 1 through September 30, by an invoice filed with LOCAL AGENCY on or after December 10.
  - 2) For actual services rendered by STATE during the period October 1 through December 31, by an invoice filed with LOCAL AGENCY on or after December 31.
  - 3) For actual services rendered by STATE during the period January 1 through March 31, by an invoice filed with LOCAL AGENCY on or after March 31.
  - 4) For the estimated cost of services during the period April 1 through June 30, by an invoice filed in advance with LOCAL AGENCY on or after March 1.
  - 5) A final statement shall be filed with LOCAL AGENCY by October 1 following the close of the fiscal year, reconciling the payments made by LOCAL AGENCY with the cost of the actual services rendered by STATE and including any other costs as provided herein, giving credit for all payments made by LOCAL AGENCY and claiming the balance due to STATE, if any, or refunding to LOCAL AGENCY the amount of any overpayment.
  - 6) All payments by LOCAL AGENCY shall be made within thirty (30) days of receipt of invoice from STATE, or within thirty (30) days after the filing dates specified above, whichever is later.
  - 7) The STATE reserves the right to adjust the frequency of billing and payment to a monthly cycle with a thirty (30) day written notice to the LOCAL AGENCY when:
    - a. The Director predicts a cash flow shortage, or
    - b. When determined by the Region Chief, after consulting with the Unit Chief and the LOCAL AGENCY Contract Administrator, that the LOCAL AGENCY may not have the financial ability to support the contract at the contract level.
- D. Invoices shall include actual or estimated costs as provided herein of salaries and employee benefits for those personnel employed, charges for operating expenses and equipment and the administrative charge in accordance with Exhibit D, Schedule A. When "contractual rates" are indicated, the rate shall be based on an average salary plus all benefits. "Contractual rates" means an all-inclusive rate established in Exhibit

D, Schedule A for total costs to STATE, per specified position, for 24-hour fire protection services during the period covered.

- E. STATE shall credit the LOCAL AGENCY, or cover behind at no cost, for the costs of Non-post (e.g. Fire Marshal, Training Officer, etc.) positions and equipment assigned to STATE responsibility fires or other STATE funded emergency incidents. The STATE shall notify the LOCAL AGENCY when this occurs.

## **2. COST OF OPERATING AND MAINTAINING EQUIPMENT AND PROPERTY**

The cost of maintaining, operating, and replacing any and all property and equipment, real or personal, furnished by the parties hereto for fire protection purposes, shall be borne by the party owning or furnishing such property or equipment unless otherwise provided for herein or by separate written agreement.

## **3. BUDGET CONTINGENCY CLAUSE**

- A. If the LOCAL AGENCY's governing authority does not appropriate sufficient funds for the current year or any subsequent years covered under this Agreement, which results in an inability to pay the STATE for the services specified in this Agreement, the LOCAL AGENCY shall promptly notify the STATE and this Agreement will terminate pursuant to the notice periods required herein.
- B. If funding for any fiscal year is reduced or deleted by the LOCAL AGENCY for purposes of this program, the LOCAL AGENCY shall promptly notify the STATE, and the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced amount, pursuant to the notice terms herein.
- C. If the STATE Budget Act does not appropriate sufficient funds to provide the services for the current year or any subsequent years covered under this Agreement, which results in an inability to provide the services specified in this Agreement to the LOCAL AGENCY, the STATE shall promptly notify the LOCAL AGENCY, and this Agreement will terminate pursuant to the notice periods required herein.
- D. If funding for any fiscal year is reduced or deleted by the STATE Budget Act for purposes of this program, the STATE shall promptly notify the LOCAL AGENCY, and the LOCAL AGENCY shall have the option to either cancel this Agreement with no liability occurring to the LOCAL AGENCY, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced services, pursuant to the notice terms herein.
- E. Notwithstanding the foregoing provisions in paragraphs A and B above, the LOCAL AGENCY shall remain responsible for payment for all services actually rendered by the STATE under this Agreement regardless of LOCAL AGENCY funding being reduced, deleted or not otherwise appropriated for this program. The LOCAL AGENCY shall promptly notify the STATE in writing of any budgetary changes that would impact this Agreement.
- F. LOCAL AGENCY and STATE agree that this Budget Contingency Clause shall not relieve or excuse either party from its obligation(s) to provide timely notice as may be required elsewhere in this Agreement.

**EXHIBIT C**  
**GENERAL TERMS AND CONDITIONS**

1. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. STATE will not commence performance until such approval has been obtained.
2. **AMENDMENT:** This agreement may be amended by mutual consent of LOCAL AGENCY and STATE. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.

If during the term of this agreement LOCAL AGENCY shall desire a reduction in STATE civil service employees assigned to the organization provided for in Exhibit D, Schedule A, LOCAL AGENCY shall provide 120 days written notice of the requested reduction. Notification shall include the following: (1) The total amount of reduction; (2) The firm effective date of the reduction; and (3) The number of employees, by classification, affected by a reduction. If such notice is not provided, LOCAL AGENCY shall reimburse STATE for relocation costs incurred by STATE as a result of the reduction. Personnel reductions resulting solely from an increase in STATE employee salaries or STATE expenses occurring after signing this agreement and set forth in Exhibit D, Schedule A to this agreement shall not be subject to relocation expense reimbursement by LOCAL AGENCY.

If during the term of this agreement costs to LOCAL AGENCY set forth in any Exhibit D, Schedule A to this agreement increase and LOCAL AGENCY, in its sole discretion, determines it cannot meet such increase without reducing services provided by STATE, LOCAL AGENCY shall within one hundred twenty (120) days of receipt of such Schedule notify STATE and designate which adjustments shall be made to bring costs to the necessary level. If such designation is not received by STATE within the period specified, STATE shall reduce services in its sole discretion to permit continued operation within available funds.

3. **ASSIGNMENT:** This Agreement is not assignable by the LOCAL AGENCY either in whole or in part, without the consent of the STATE in the form of a formal written amendment.
4. **EXTENSION OF AGREEMENT:**
  - A. One year prior to the date of expiration of this agreement, LOCAL AGENCY shall give STATE written notice of whether LOCAL AGENCY will extend or enter into a new agreement with STATE for fire protection services and, if so, whether LOCAL AGENCY intends to change the level of fire protection services from that provided by this agreement. If this agreement is executed with less than one year remaining on the term of the agreement, LOCAL AGENCY shall provide this written notice at the time it signs the agreement and the one year notice requirement shall not apply.
  - B. If LOCAL AGENCY fails to provide the notice, as defined above in (A), STATE shall have the option to extend this agreement for a period of up to one year from the original termination date and to continue providing services at the same or reduced level as STATE determines would be appropriate during the extended period of this agreement. Six months prior to the date of expiration of this agreement, or any extension hereof, STATE shall give written notice to LOCAL AGENCY of any extension of this agreement and any change in the level of fire protection services STATE will provide during the extended period of this agreement. Services provided and obligations incurred by STATE during an extended period shall be accepted by LOCAL AGENCY as services and obligations under the terms of this agreement.

- C. The cost of services provided by STATE during the extended period shall be based upon the amounts that would have been charged LOCAL AGENCY during the fiscal year in which the extended period falls had the agreement been extended pursuant hereto. Payment by LOCAL AGENCY for services rendered by STATE during the extended period shall be as provided in Exhibit B, Section 1, B of this agreement.
5. **AUDIT:** STATE, including the Department of General Services and the Bureau of State Audits, and LOCAL AGENCY agree that their designated representative shall have the right to review and to copy any records and supporting documentation of the other party hereto, pertaining to the performance of this agreement. STATE and LOCAL AGENCY agree to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated, and to allow the auditor(s) of the other party access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. STATE and LOCAL AGENCY agree to a similar right to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
6. **INDEMNIFICATION:** Each party, to the extent permitted by law, agrees to indemnify, defend and save harmless the other party, its officers, agents and employees from (1) any and all claims for economic losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work services, materials or supplies to that party and (2) from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by that party, in the performance of any activities of that party under this agreement, except where such injury or damage arose from the sole negligence or willful misconduct attributable to the other party or from acts not within the scope of duties to be performed pursuant to this agreement; and (3) each party shall be responsible for any and all claims that may arise from the behavior and/or performance of its respective employees during and in the course of their employment to this cooperative agreement.
7. **DISPUTES:** LOCAL AGENCY shall select and appoint a "Contract Administrator" who shall, under the supervision and direction of LOCAL AGENCY, be available for contract resolution or policy intervention with the STATE's Region Chief when, upon determination by the designated STATE representative, the Unit Chief acting as LOCAL AGENCY's Fire Chief under this agreement faces a situation in which a decision to serve the interest of LOCAL AGENCY has the potential to conflict with STATE interest or policy. Any dispute concerning a question of fact arising under the terms of this agreement which is not disposed of within a reasonable period of time by the LOCAL AGENCY and STATE employees normally responsible for the administration of this agreement shall be brought to the attention of the CAL FIRE Director or designee and the Chief Executive Officer (or designated representative) of the LOCAL AGENCY for joint resolution. For purposes of this provision, a "reasonable period of time" shall be ten (10) calendar days or less. STATE and LOCAL AGENCY agree to continue with the responsibilities under this Agreement during any dispute.
8. **TERMINATION FOR CAUSE/CANCELLATION:**
- A. If LOCAL AGENCY fails to remit payments in accordance with any part of this agreement, STATE may terminate this agreement and all related services upon 60 days written notice to LOCAL AGENCY. Termination of this agreement does not relieve LOCAL AGENCY from providing STATE full compensation in accordance with terms of this agreement for services actually rendered by STATE pursuant to this agreement.

- B. This agreement may be cancelled at the option of either STATE or LOCAL AGENCY at any time during its term, with or without cause, on giving one year's written notice to the other party. Either LOCAL AGENCY or STATE electing to cancel this agreement shall give one year's written notice to the other party prior to cancellation.
9. **INDEPENDENT CONTRACTOR:** Unless otherwise provided in this agreement LOCAL AGENCY and the agents and employees of LOCAL AGENCY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the STATE.
10. **NON-DISCRIMINATION CLAUSE:** During the performance of this agreement, LOCAL AGENCY shall be an equal opportunity employer and shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS) mental disability, medical condition (e.g.cancer), age (over 40), marital status, denial of family care leave, veteran status, sexual orientation, and sexual identity. LOCAL AGENCY shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. LOCAL AGENCY shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. LOCAL AGENCY shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
- In addition, LOCAL AGENCY acknowledges that it has obligations relating to ethics, Equal Employment Opportunity (EEO), the Fire Fighter's Bill of Rights Act (FFBOR), and the Peace Officer's Bill of Rights Act (POBOR). LOCAL AGENCY shall ensure that its employees comply with all the legal obligations relating to these areas. LOCAL AGENCY shall ensure that its employees are provided appropriate training.
11. **TIMELINESS:** Time is of the essence in the performance of this agreement.
12. **COMPENSATION:** The consideration to be paid STATE, as provided herein, shall be in compensation for all of STATE's expenses incurred in the performance hereof, including travel, per Diem, and taxes, unless otherwise expressly so provided.
13. **GOVERNING LAW:** This agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
14. **CHILD SUPPORT COMPLIANCE ACT:** "For any Agreement in excess of \$100,000, the LOCAL AGENCY acknowledges in accordance with Public Contract Code 7110, that:
- A. The LOCAL AGENCY recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- B. The LOCAL AGENCY, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department."

15. **UNENFORCEABLE PROVISION:** In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

16. **COMPLIANCE WITH THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)**

The STATE and LOCAL AGENCY have a responsibility to comply with the provisions of the 1996 Federal Health Insurance Portability and Accountability Act (HIPAA) and the 2001 State Health Insurance Portability and Accountability Implementation Act. HIPAA provisions become applicable once the association and relationships of the health care providers are determined by the LOCAL AGENCY. It is the LOCAL AGENCY'S responsibility to determine their status as a "covered entity" and the relationships of personnel as "health care providers", "health care clearinghouse", "hybrid entities", business associates", or "trading partners". STATE personnel assigned to fill the LOCAL AGENCY'S positions within this Agreement, and their supervisors, may fall under the requirements of HIPAA based on the LOCAL AGENCY'S status. It is the LOCAL AGENCY'S responsibility to identify, notify, train, and provide all necessary policy and procedures to the STATE personnel that fall under HIPAA requirements so that they can comply with the required security and privacy standards of the act.

17. **LIABILITY INSURANCE**

The STATE and LOCAL AGENCY shall each provide proof of insurance in a form acceptable to the other party at no cost one to the other, to cover all services provided and use of local government facilities covered by this agreement. If LOCAL AGENCY is insured and/or self-insured in whole or in part for any losses, LOCAL AGENCY shall provide a completed Certification of Self Insurance (Exhibit D, Schedule E) or certificate of insurance, executed by a duly authorized officer of LOCAL AGENCY. Upon request of LOCAL AGENCY the STATE shall provide a letter from DGS, Office Risk and Insurance Management executed by a duly authorized officer of STATE. If commercially insured in whole or in part, a certificate of such coverage executed by the insurer or its authorized representative shall be provided.

Said commercial insurance or self-insurance coverage of the LOCAL AGENCY shall include the following:

- A. Fire protection and emergency services - Any commercial insurance shall provide at least general liability for \$5,000,000 combined single limit per occurrence.
- B. Dispatch services – Any commercial insurance shall provide at least general liability for \$1,000,000 combined single limit per occurrence.
- C. The CAL FIRE, State of California, its officers, agents, employees, and servants are included as additional insured's for purposes of this contract.
- D. The STATE shall receive thirty (30) days prior written notice of any cancellation or change to the policy at the addresses listed on page 2 of this agreement.

18. **WORKERS COMPENSATION:** (only applies where local government employees/volunteers are supervised by CAL FIRE, as listed in Exhibit D Schedule C. STATE contract employees' workers compensation is included as part of the contract personnel benefit rate).

- A. Workers' Compensation and related benefits for those persons, whose use or employment is contemplated herein, shall be provided in the manner prescribed by California Labor Codes, State Interagency Agreements and other related laws, rules, insurance policies, collective bargaining agreements, and memorandums of understanding.



- B. The STATE Unit Chief administering the organization provided for in this agreement shall not use, dispatch or direct any non STATE employees, on any work which is deemed to be the responsibility of LOCAL AGENCY, unless and until LOCAL AGENCY provides for Workers' Compensation benefits at no cost to STATE. In the event STATE is held liable, in whole or in part, for the payment of any Worker's Compensation claim or award arising from the injury or death of any such worker, LOCAL AGENCY agrees to compensate STATE for the full amount of such liability.
- C. The STATE /LOCAL AGENCY shall receive proof of Worker's Compensation coverage and shall be notified of any cancellation and change of coverage at the addresses listed in Section 1.
19. **CONFLICT OF INTEREST**: LOCAL AGENCY needs to be aware of the following provisions regarding current or former state employees. If LOCAL AGENCY has any questions on the status of any person rendering services or involved with the Agreement, the STATE must be contacted immediately for clarification.

Current State Employees (Public Contract Code §10410):

- 1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Public Contract Code §10411):

- 1) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If LOCAL AGENCY violates any provisions of above paragraphs, such action by LOCAL AGENCY shall render this Agreement void. (Public Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Public Contract Code §10430 (e))

20. **LABOR CODE/WORKERS' COMPENSATION**: LOCAL AGENCY needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and LOCAL AGENCY affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)
21. **AMERICANS WITH DISABILITIES ACT**: LOCAL AGENCY assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the

basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

22. **LOCAL AGENCY NAME CHANGE**: An amendment is required to change the LOCAL AGENCY'S name as listed on this Agreement. Upon receipt of legal documentation of the name change the STATE will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.
23. **RESOLUTION**: A county, city, district, or other local public body must provide the STATE with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.
24. **AIR OR WATER POLLUTION VIOLATION**: Under the State laws, the LOCAL AGENCY shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.
25. **AFFIRMATIVE ACTION**. STATE certifies its compliance with applicable federal and State hiring requirements for persons with disabilities, and is deemed by LOCAL AGENCY to be in compliance with the provisions of LOCAL AGENCY'S Affirmative Action Program for Vendors.
26. **DRUG AND ALCOHOL-FREE WORKPLACE**. As a material condition of this Agreement, STATE agrees that it and its employees, while performing service for LOCAL AGENCY, on LOCAL AGENCY property, or while using LOCAL AGENCY equipment, shall comply with STATE's Employee Rules of Conduct as they relate to the possession, use, or consumption of drugs and alcohol.
27. **ZERO TOLERANCE FOR FRAUDULENT CONDUCT IN LOCAL AGENCY SERVICES**. STATE shall comply with any applicable "Zero Tolerance for Fraudulent Conduct in LOCAL AGENCY Services." There shall be "Zero Tolerance" for fraud committed by contractors in the administration of LOCAL AGENCY programs and the provision of LOCAL AGENCY services. Upon proven instances of fraud committed by the STATE in connection with performance under the Agreement, the Agreement may be terminated consistent with the termination for cause/cancellation term, Exhibit C, section 8, subsection B, of Cooperative Fire Programs Fire Protection Reimbursement Agreement, LG-1, between the California Department of Forestry and Fire Protection (CAL FIRE) and the LOCAL AGENCY.
28. **CONFIDENTIAL INFORMATION**. "Confidential information" means information designated by CAL FIRE and/or the LOCAL AGENCY disclosure of which is restricted, prohibited or privileged by State and federal law. Confidential Information includes, but is not limited to, information exempt from disclosure under the California Public Records Act (Government Code Sections 6250 et seq.) Confidential Information includes but is not limited to all records as defined in Government Code section 6252 as well as verbal communication of Confidential Information. Any exchange of Confidential Information between parties shall not constitute a "waiver" of any exemption pursuant to Government Code section 6254.5

CAL FIRE and LOCAL AGENCY personnel allowed access to information designated as Confidential Information shall be limited to those persons with a demonstrable business need for such access. CAL FIRE and LOCAL AGENCY agree to provide a list of authorized personnel in writing as required by Government Code section 6254.5(e). CAL FIRE and the

LOCAL AGENCY agree to take all necessary measures to protect Confidential Information and shall impose all the requirements of this Agreement on all of their respective officers, employees and agents with regards to access to the Confidential Information. A Party to this Contract who experiences a security breach involving Confidential Information covered by this Contract, agrees to promptly notify the other Party of such breach

29. **ENTIRE AGREEMENT**: This agreement contains the whole agreement between the Parties. It cancels and supersedes any previous agreement for the same or similar services.

DRAFT

**EXHIBIT D**  
**ADDITIONAL PROVISIONS**

**EXCISE TAX:** State of California is exempt from federal excise taxes, and no payment will be made for any taxes levied on employees' wages. STATE will pay any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this agreement. The STATE may pay any applicable sales and use tax imposed by another state.

**Schedules**

The following Schedules are included as part of this agreement (check boxes if they apply):

- A. Fiscal Display, PRC 4142 AND/OR PRC 4144** - STATE provided LOCAL AGENCY funded fire protection services. STATE-owned vehicles shall be operated and maintained in accordance with policies of STATE at rates listed in Exhibit D, Schedule A.
- B. STATE Funded Resource** - A listing of personnel, crews and major facilities of the STATE overlapping or adjacent to the local agency area that may form a reciprocal part of this agreement.
- C. LOCAL AGENCY Provided Local Funded Resources** - A listing of services, personnel, equipment and expenses, which are paid directly by the local agency, but which are under the supervision of the Unit Chief.
- D. LOCAL AGENCY Owned STATE Maintained Vehicles** - Vehicle information pertaining to maintenance responsibilities and procedures for local agency-owned vehicles that may be a part of the agreement.

LOCAL AGENCY-owned firefighting vehicles shall meet and be maintained to meet minimum safety standards set forth in Title 49, Code of Federal Regulations; and Titles 8 and 13, California Code of Regulations.

LOCAL AGENCY-owned vehicles that are furnished to the STATE shall be maintained and operated in accordance to LOCAL AGENCY policies. In the event LOCAL AGENCY does not have such policies, LOCAL AGENCY-owned vehicles shall be maintained and operated in accordance with STATE policies. The cost of said vehicle maintenance and operation shall be at actual cost or at rates listed in Exhibit D, Schedule D.

Exhibit D, Schedule D is incorporated into this section if LOCAL AGENCY-owned vehicles listed in Exhibit D, Schedule D are to be operated, maintained, and repaired by STATE.

LOCAL AGENCY assumes full responsibility for all liabilities associated therewith in accordance with California Vehicle Code Sections 17000, 17001 et seq. STATE employees operating LOCAL AGENCY-owned vehicles shall be deemed employees of LOCAL AGENCY, as defined in Vehicle Code Section 17000. Except where LOCAL AGENCY would have no duty to indemnify STATE under Exhibit C, Section 6 for all LOCAL AGENCY-owned vehicles operated or used by employees of STATE under this agreement.

LOCAL AGENCY employees, who are under the supervision of the Unit Chief and operating STATE-owned motor vehicles, as a part of the duties and in connection with fire protection and other emergency services, shall be deemed employees of STATE, as defined in Vehicle Code Section 17000 for acts or omissions in the use of such vehicles. Except where STATE would have no duty to indemnify LOCAL AGENCY under Exhibit C, Section 6.

- E. Certification of Insurance** - Provider Insurance Certification and/or proof of self-insurance.

DRAFT

Contractor Name: Cameron Park Community Services District

Contract No: 2CA03928

Page No.: 18

**EXHIBIT D, SCHEDULE A**

**LOCAL FUNDED – STATE RESOURCES**

**FISCAL DISPLAY**

**PRC SELECT**

**NAME OF LOCAL AGENCY:** Cameron Park Community Services District

**CONTRACT NUMBER:** 2CA03928

Index: 2700

PCA: 27750 27753

Fiscal Year: 2018/19 to 2022/23

This is Schedule A of Cooperative Agreement originally dated July 1, 2018, by and between CAL FIRE of the State of California and LOCAL AGENCY.

(See Attached)

DRAFT

Fiscal Year: 2018	Unit: Amador El Dorado	Sub Total	\$2,283,354	Contract Name:	Cameron Park CSD
Index: 2700		Admin	\$284,734	Yr 2 Increase	0.0%
PCA 27750		Total	\$2,568,089	Yr 2 Subtotal	\$0
PRC:		Overtime Total:	\$60,000	Contract No.:	2CA03928
Comments				Page No.:	19

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2018 between "Blank Fire Protection District" and The California Department of Forestry and Fire Protection (CAL FIRE)

CAL FIRE Unit Chief	Scott Lindgren
CAL FIRE Region Chief	Scott Upton

Number of Positions	Classification/ad-ons (Pick From List)	RET.	Period	Salary Months	Salary Rate	Total Salary	EDWC Rate	EDWC Periods	Total EDWC	Salary Benefits	FFI UI	EDWC Benefits	Total Salary & EDWC	Total Position Cost
2	Battalion Chief (Nonsupervisory)	POF		12	\$6,381	\$153,144	\$3,516	12	\$84,384	\$139,775	\$0	\$44,960	\$422,262	\$442,982
2	Longevity Pay Differential - 7%			12	\$0	\$10,720			\$0	\$0		\$0	\$10,720	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$10,000			\$0	\$0		\$0	\$10,000	
2	Fire Captain (Paramedic)	POF		12	\$5,647	\$135,528	\$3,206	12	\$76,944	\$123,696	\$0	\$40,996	\$377,164	\$411,777
2	Longevity Pay Differential - 5%			12	\$0	\$6,776			\$0	\$0		\$0	\$6,776	
2	Paramedic Recruitment and Retention - 500			12	\$500	\$12,000			\$0	\$5,837		\$0	\$17,837	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$10,000			\$0	\$0		\$0	\$10,000	
3	Fire Apparatus Engineer (Paramedic)	POF		12	\$5,181	\$186,516	\$2,862	12	\$103,032	\$170,233	\$0	\$54,895	\$514,677	\$556,432
3	Paramedic Recruitment and Retention - 500			12	\$500	\$18,000			\$0	\$8,755		\$0	\$26,755	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$15,000			\$0	\$0		\$0	\$15,000	
2	Fire Captain, Range A	POF		12	\$5,432	\$130,368	\$2,998	12	\$71,952	\$118,987	\$0	\$38,336	\$359,643	\$376,161
2	Longevity Pay Differential - 5%			12	\$0	\$6,518			\$0	\$0		\$0	\$6,518	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$10,000			\$0	\$0		\$0	\$10,000	
3	Fire Apparatus Engineer	POF		12	\$4,841	\$174,276	\$2,676	12	\$96,336	\$159,062	\$0	\$51,328	\$481,002	\$496,002
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$15,000			\$0	\$0		\$0	\$15,000	
					\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
					\$0	\$0			\$0	\$0		\$0	\$0	
	Overtime					\$0			\$0	\$0		\$0	\$0	

Fiscal Year: 2018  
 Index: 2700  
 PCA: 27750  
 PRC:

Uniform Benefits	\$371
Sub Total	\$25,931
Admin	\$3,234
Total	\$29,164

Contract Name: Cameron Park CSD  
 Contract No.: 2CA03928  
 Page No.: 20

**Comments**

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2018 between "Blank Fire Protection District" and The California Department of Forestry and Fire Protection (CAL FIRE)

Category (Pick from List)	Details	Number	Months	Rate	Sub-Total	1.45% Uniform Benefits	Total
UNIFORM ALLOWANCE FOR BU8		12.00	12.00	\$178	\$ 25,560	\$ 371	\$ 25,931

DRAFT



Unit: Amador El Dorado

Contract Name:

Cameron Park CSD

Grand Total	\$13,652,014.29
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Contract No.: 2CA03928

Page No.:

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**YEAR 1**

PS Total	\$2,568,088.69
OE Total	\$29,164.17

**YEAR 2 (+2.5%)**

PS Total	\$2,632,290.91
OE Total	\$29,893.27

**YEAR 3 (+2.5%)**

PS Total	\$2,698,098.18
OE Total	\$30,640.60

**YEAR 4 (+2.5%)**

PS Total	\$2,765,550.64
OE Total	\$31,406.62

**YEAR 5 (+2.5%)**

PS Total	\$2,834,689.41
OE Total	\$32,191.78

TOTAL	\$2,597,252.86
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TOTAL	\$2,662,184.18
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TOTAL	\$2,728,738.79
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TOTAL	\$2,796,957.26
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TOTAL	\$2,866,881.19
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DRAFT

Fiscal Year: 2018		Sub Total	\$1,112,864		Contract Name: Cameron Park CSD/JPA
Index: 2700	Unit: Amador El Dorado	Admin	\$138,774	Yr 2 Increase	0.0%
PCA: 27753		Total	\$1,251,638	Yr 2 Subtotal	\$0
PRC:		Overtime Total: \$30,000			Contract No.: 2CA03928
Comments					Page No.: 22

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2018 between "Blank Fire Protection District" and The California Department of Forestry and Fire Protection (CAL FIRE)

	CAL FIRE Unit Chief	Scott Lindgren
	CAL FIRE Region Chief	Scott Upton

Number of Positions	Classification/ad-ons (Pick From List)	RET.	Period	Salary Months	Salary Rate	Total Salary	EDWC Rate	EDWC Periods	Total EDWC	Salary Benefits	FFI UI	EDWC Benefits	Total Salary & EDWC	Total Position Cost
6	Fire Apparatus Engineer (Paramedic)	POF		12	\$5,181	\$373,032	\$2,862	12	\$206,064	\$340,466	\$0	\$109,791	\$1,029,353	\$1,112,864
6	Paramedic Recruitment and Retention - 500			12	\$500	\$36,000			\$0	\$17,510		\$0	\$53,510	
	Overtime					\$30,000			\$0	\$0		\$0	\$30,000	
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
	Overtime					\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0

Fiscal Year: 2018  
 Index: 2700  
 PCA: 27753  
 PRC:

Uniform Benefits	\$185
Sub Total	\$12,965
Admin	\$1,617
Total	\$14,582

Contract Name: Cameron Park CSD/JPA  
 Contract No.: 2CA03928  
 Page No.: 23

**Comments**

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2018 between "Blank Fire Protection District" and The California Department of Forestry and Fire Protection (CAL FIRE)

Category (Pick from List)	Details	Number	Months	Rate	Sub-Total	1.45% Uniform Benefits	Total
UNIFORM ALLOWANCE FOR BU8		6.00	12.00	\$178	\$ 12,780	\$ 185	\$ 12,965

DRAFT

Unit: Amador El Dorado

Contract Name: Cameron Park CSD/JPA

Grand Total \$6,655,667.14

Contract No.: 2CA03928

Page No.: 24

**YEAR 1**

PS Total	\$1,251,637.70
OE Total	\$14,582.08

<b>TOTAL</b>	<b>\$1,266,219.78</b>
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**YEAR 2 (+2.5%)**

PS Total	\$1,282,928.64
OE Total	\$14,946.64

<b>TOTAL</b>	<b>\$1,297,875.28</b>
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**YEAR 3 (+2.5%)**

PS Total	\$1,315,001.86
OE Total	\$15,320.30

<b>TOTAL</b>	<b>\$1,330,322.16</b>
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**YEAR 4 (+2.5%)**

PS Total	\$1,347,876.90
OE Total	\$15,703.31

<b>TOTAL</b>	<b>\$1,363,580.21</b>
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**YEAR 5 (+2.5%)**

PS Total	\$1,381,573.82
OE Total	\$16,095.89

<b>TOTAL</b>	<b>\$1,397,669.72</b>
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DRAFT

Contractor Name: Cameron Park Community Services District

Contract No: 2CA03928

Page No.: 25

**EXHIBIT D, SCHEDULE B**

**STATE FUNDED RESOURCES**

**NAME OF LOCAL AGENCY:**Cameron Park Community Services District

This is Schedule B of Cooperative Agreement originally dated July 1, 2018, by and between CAL FIRE of the State of California and LOCAL AGENCY.

**FISCAL YEAR:** 2018/19 to 2022/23

(See Attached)

DRAFT

**EXHIBIT D, SCHEDULE B**

**STATE FUNDED RESOURCES**

**Administration**

1 Unit Chief	3.5 Fire Captains ECC
1 Division Chief Administration	2 Fire Captains Prevention
4 Division Chiefs Operations	1 Fire Captain Pre Fire Management
1 Division Chief Pre Fire Management	1 Fire Prevention Specialist
1 Forestry Equipment Manager	2 Office Technicians
8 Battalion Chiefs Fire Control	0.5 Communications Operator
1 Battalion Chief Fire Prevention	1 Personnel Services Specialist
1 Battalion Chief Training	3 Heavy Equipment Mechanics
1 Battalion Chief ECC	3 Foresters
1 Battalion Chief Airbase	1 Forestry Logistics Officer
2 Office Technicians Camps	

**Field Operations (Fire Season)**

Camino FFS	1 Engine
El Dorado FFS	2 Engines
Pilot Hill FFS	2 Engines
Garden Valley	2 Engines
Dew Drop FFS	1 Engine
Pine Grove FFS	2 Engines
Sutter Hill FFS	2 Engines
River Pines FFS	1 Engine
Lake Tahoe FFS	1 Engine
Growlersburg Camp	5 Crews
Pine Grove Camp	4 Crews

**EXHIBIT D, SCHEDULE C**

**LOCAL FUNDED LOCAL RESOURCES**  
**ASSIGNED TO THE CAL FIRE UNIT**

**NAME OF LOCAL AGENCY:**Cameron Park Community Services District

This is Schedule C of Cooperative Agreement originally dated July 1, 2018, by and between CAL FIRE of the State of California and LOCAL AGENCY.

**FISCAL YEAR:** 2018/19 to 2022/23

(See Attached)

DRAFT

**EXHIBIT D, SCHEDULE C**

**LOCAL FUNDED RESOURCES ASSIGNED TO THE CAL FIRE UNIT**

**SALARIES and EMPLOYEE BENEFITS**

5010	Salaries	\$26,840
5135	Health Retired	\$49,782
5150	Retiree Benefits	\$41,913
5160	Worker's Comp	\$5,305
5180	FICA/Medicare Employer	\$676
5190	UI/TT Contribution	\$603
	<b>Total Salaries/Benefits</b>	<b>\$125,118</b>
5209	Advertising/Marketing	\$273
5210	Agency/Administration Fee	\$5,000
5220	Audit/Accounting	\$0
5230	Clothing/Uniforms	\$1,000
5231	Computer Software	\$4,010
5235	Contractual Services	\$28,901
5236	Contractual, Provider Services	\$3,422,441
5240	Contractual Services, Other	\$277
5250	Director Compensation	\$0
5260	EDC Dept Agency	\$800
5265	Education Materials	\$0
5275	Equipment-Minor	\$2,159
5285	Fire & Safety Supplies	\$709
5295	Fire Turnout Gear	\$65,000
5296	Fire-Volunteer/Resident	\$33,765
5300	Food	\$1,110
5305	Fuel	\$56,754
5310	Government Fees	\$1,726



5315	Household Supplies	\$5,674
5316	Instructors	\$0
5320	Insurance	\$22,000
5335	Legal Services	\$9,992
5340	Maint. Vehicle Supplies	\$0
5345	Maint. Buildings	\$6,075
5350	Maint. Equipment	\$17,683
5355	Maint Grounds	\$4,300
5360	Maint Radios/Phones	\$1,500
5365	Maint Tires	\$12,001
5370	Maint Vehicle	\$31,477
5380	Memberships/Subscriptions	\$0
5400	Office Supplies	\$4,758
5410	Postage	\$398
5415	Printing	\$100
5420	Professional Services	\$3,774
5425	Publications/Legal Notices	\$628
5430	Radios	\$40,794
5440	Rent/Lease Equipment	\$0
5455	Staff Development	\$3,000
5470	Telephone	\$16,257
5480	Travel/Lodging	\$3,000
5490	Utilities Water	\$6,518
5492	Utilities Elec/Gas	\$23,670
5625	Capital Equipment	\$156,144
	<b>Total</b>	<b>\$4,169,055</b>