



## ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JANUARY 25, 2022 – 1:30 PM

VIRTUAL-TEAMS

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### AGENDA

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public’s health and well-being are the top priority for the Administrative Committee of CONFIRE and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting of the Committee will be available by web-based virtual meeting (TEAMS). Details for participation in the meeting are below:

### Microsoft Teams meeting

**Join on your computer or mobile app**

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+1 661-857-7048,,98421483# United States, Santa Clarita

Phone Conference ID: 984 214 83#

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Note: The meeting is being held solely by electronic means and will be made accessible to members of the public seeking to attend and to address the Committee solely through the link set forth above, except that members of the public seeking to attend and to address the Committee who required reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twenty-four (24) hours in advance of a regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

Liz Berry  
1743 Miro Way, Rialto, CA 92376  
909-356-2302  
[lberry@confire.org](mailto:lberry@confire.org)

A recess may be called at the discretion of the Administrative Committee.

## **CALL TO ORDER**

- a. Flag Salute
- b. Roll call/Introductions

## **PUBLIC COMMENT**

An opportunity provided for persons in the audience to make brief statements to the Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

## **INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST**

Agenda items may require committee member abstentions due to conflict of interests and financial interests. CONFIRE Administrative Committee member abstentions shall be stated under this item for recordation on the appropriate item.

## **CONSENT ITEMS**

The following items are considered routine and non-controversial and will be voted upon at one time by the Administrative Committee. An item may be removed by a Committee Member or member of the public for discussion and appropriate action.

1. Approve Administrative Committee Meeting Minutes of October 26, 2021
2. Approve Administrative Committee Planning Meeting Minutes of November 16, 2021
3. CONFIRE Operations Statement as of December 31, 2021  
CONFIRE Fund Balance Report as of December 31, 2021
4. 2020-2021 Call Summary
5. 2021 PSAP Answer Time
6. 2021 Billable Incidents

## **DIRECTOR'S REPORT**

7. Call Processing Report - **Discussion Item**
8. Emergency Communications Nurse System Update - **Action Item**
9. Valley Communications Center - **Discussion Item**  
- Consultant Report

## COMMITTEE REPORTS

- a. Support Committee Report/MIS Updates - Blessing Ugbo
- b. Ops Chief Committee Report - Chief Bruner
- c. CAD to CAD - Deputy Chief Washington

## OLD BUSINESS

## NEW BUSINESS

### 10. Officer Elections - **Action Item**

Per CONFIRE By-Laws "He/She shall serve a one (1) year term as Chairperson/Vice-Chairperson and shall be elected to that position annually by the members of the Administrative Committee."

### 11. Valley Communications Center Sub-Committee - **Action Item**

The current sub-committee consists of Chief Park and Chief Munsey. Recommend adding Chief Harker as a third member.

### 12. BLS ambulances on Alpha and Omega Call Types - **Discussion Item**

## ROUND TABLE

## CLOSED SESSION

### 13. Pursuant to California Government Code Section 54956.9(a) The Administrative Committee will meet in closed session to be briefed regarding (1) case of litigation Claim No. CIV SB 2129232 LISA SEGOVIA vs. COUNTY OF SAN BERNARDINO, CONSOLIDATED FIRE AGENCIES (CONFIRE)

### 14. Communication Workers of America-Emergency Services Unit MOU negotiations.

## ADJOURNMENT

### Upcoming Meetings:

Next Regular Meeting: February 22, 2022 at 1:30 p.m.

### POSTING:

This is to certify that on January 20, 2022, I posted a copy of the agenda:

- 1743 Miro Way, Rialto, CA
- on the Center's website which is [www.confirer.org](http://www.confirer.org)

\_\_\_\_\_/s/ Liz Berry

**Liz Berry**  
**Administrative Secretary I**



## ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, OCTOBER 26, 2021 – 1:30 PM

LOMA LINDA COMMUNITY ROOM-25541 BARTON RD., LOMA LINDA

### MINUTES

#### ROLL CALL

##### **ADMINISTRATIVE COMMITTEE MEMBERS:**

Chief Tim McHargue/Chairperson, Colton Fire  
 Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire  
 Chief Ken Harrison, Apple Valley Fire Protection District  
 Chief Dave Williams, Chino Independent Fire District  
 Chief Tim Bruner, Loma Linda Fire  
 Chief Jim Topoleski, Redlands Fire  
 Chief Brian Park, Rialto Fire  
 Chief Dan Munsey, San Bernardino County Fire – *Arrived @ 1:45 p.m.*  
 Chief Jeff Armstrong, Victorville Fire Department-*Absent*

#### CALL TO ORDER

- a. Flag Salute
- b. Roll call/Introductions

#### PUBLIC COMMENT

An opportunity provided for persons in the audience to make brief statements to the Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

#### INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda items may require committee member abstentions due to conflict of interests and financial interests. CONFIRE Administrative Committee member abstentions shall be stated under this item for recordation on the appropriate item.

*No conflicts were announced.*

#### CONSENT ITEMS

The following items are considered routine and non-controversial and will be voted upon at one time by the Administrative Committee. An item may be removed by a Committee Member or member of the public for discussion and appropriate action.

1. Approve Administrative Committee Minutes of September 28, 2021  
*Motion to accept item 1. on Consent.*

*Motion by: Chief Ivan Rojer*

*Second by: Chief Ken Harrison*  
*Chief Tim McHargue-Abstained (1)*  
*Chief Ivan Rojer-Yes (1)*  
*Chief Ken Harrison-Yes (1)*  
*Chief Dave Williams-Yes (1)*  
*Chief Tim Bruner-Yes (1)*  
*Chief Jim Topoleski-Yes (1)*  
*Chief Brian Park-Yes (1)*  
*Chief Dan Munsey-Absent (4) arrived at 1:45 p.m. after this vote*  
*Chief Jeff Armstrong-Absent (1)*  
 6-Yes  
 5-Absent  
 1-Abstain

*Motion Passed*

2. Financial Reports thru September 30, 2021
3. Billable Incidents, Call Summary YTD 2021, PSAP Answer Time YTD 2021
4. FY21-22 REMSA Renewal Contract

*Motion to accept items 2 thru 4 on Consent.*

*Motion by: Chief Ivan Rojer*  
*Second by: Chief Ken Harrison*  
*Chief Tim McHargue-Yes (1)*  
*Chief Ivan Rojer-Yes (1)*  
*Chief Ken Harrison-Yes (1)*  
*Chief Dave Williams-Yes (1)*  
*Chief Tim Bruner-Yes (1)*  
*Chief Jim Topoleski-Yes (1)*  
*Chief Brian Park-Yes (1)*  
*Chief Dan Munsey-Absent (4) arrived at 1:45 p.m. after this vote*  
*Chief Jeff Armstrong-Absent (1)*  
 7-Yes  
 5-Absent  
 0-Abstain

*Motion Passed*

**DIRECTOR REPORT**

- a. Special Presentation – Kristen Anderson, Assistant Communications Manager
- b. CAD to CAD Presentation – Mike Bell
  - *Live presentation of San Manuel incident given.*
  - *Discussed Grant Funding and Cares Act Funding*
  - *Grant Awards have been key to the initial Agencies coming on board.*

- *Pending Cal Fire-BDU, Corona, AMR-Riverside, Riverside City, Irwin/ROC*

## COMMITTEE REPORTS

- a. Support Committee Report/MIS Updates - Blessing Ugbo  
*CONFIRE is currently paying for 2 PulsePoint instances. If these were merged to a single instance CONFIRE would save \$8k – 10k annually in PulsePoint license fees and MIS support costs. After a brief discussion, Chiefs agreed to a single instance.*
- b. Ops Chief Committee Report - Chief Bruner
  - *New committee for XBO ECC concept: Chief Sessler RED, Chief Cisneros RIA, Chief Barreda RCF, John Tucker CONFIRE and Chief Bruner LL.*
  - *Move-up changes.*
  - *Direction for wash down requests.*
- c. CAD to CAD - Chief Rojer  
*No separate report given due to Mike Bell's CAD to CAD demonstration.*

## OLD BUSINESS

5. Public Records Act  
*Citizens have a right to access public records of CONFIRE as outlined in the California Public Records Act (PRA) and other state or federal laws. Multiple factors are considered while adhering to PRA requests including private health care information, laws permitting CONFIRE to withhold public disclosure and individual agency desire to communicate directly with the person or entity submitting the PRA.*

*Administrative Policy 3.001 defines the right of the public to access records, the Director's, or his/her designee, ability to release information according to the PRA and individual CONFIRE agencies ability to provide comment prior to release.*

***Motion to approve Administrative Policy 3.001 Public Access to CONFIRE Records, as presented.***

***Motion by: Chief Tim McHargue***

***Second by: Chief Dave Williams***

***Chief Tim McHargue-Yes (1)***

***Chief Ivan Rojer-Yes (1)***

***Chief Ken Harrison-Yes (1)***

***Chief Dave Williams -Yes (1)***

***Chief Tim Bruner-Yes (1)***

***Chief Jim Topoleski-Yes (1)***

***Chief Brian Park-Yes (1)***

***Chief Dan Munsey-Yes (4)***

***Chief Jeff Armstrong-Absent (1)***

***11-Yes***

***1-Absent***

## **0-Abstain**

### **6. ECNS PSA Tool Kit**

*In 2019, CONFIRE, and San Bernardino Council of Governments (SBCOG) implemented a successful pilot program to serve our community called the Emergency Communication Nurse System (ECNS). ECNS is an innovative program by which dispatch operators work alongside trained Registered Nurses stationed in the County's 9-1-1 call center network to quickly assess the level of response required for medical calls.*

*Through this program, 9-1-1 dispatchers determine if a traditional response (fire, ambulance, police) is required, or if the caller can be routed to a trained Registered Nurse at the County's 9-1-1 call center. ECNS provides callers with non-life-threatening conditions with services such as local urgent care, all while preserving fire, ambulance, and police assistance for emergencies.*

*CONFIRE and SBCOG are partnering with jurisdictions throughout San Bernardino County to inform and educate the public about the program and its benefits. Each jurisdiction will be provided with a toolkit containing all materials needed to share the details of the program with their unique constituencies.*

### **7. Valley Communication Center**

*The Valley Communications Center (VCC) was discussed at the November 2020 Administrative Committee planning meeting where Chief Park and Chief Munsey were designated as a sub-committee to work with the CONFIRE Director. On June 22, 2021, the San Bernardino County Board of Supervisors awarded a contract to Griffin Structures Inc. for preconstruction and construction management for the VCC project. The site location selection process has been completed and costs associated with construction have been allocated by the Board. Preconstruction meetings have begun to determine space needs as well as common space required for all stakeholders. Construction is expected to be completed in 2025*

*CONFIRE currently has 4 lease agreements with the County for the locations occupied in Rialto and Hesperia totaling \$193,527 annually for 6,940 sq ft of space as well as 2 separate rack space agreements. Real Estate Services has provided CONFIRE with a proposed calculation of \$37,246/monthly for 16,408 sq ft of space, including common space for the VCC (Exhibit B). The \$446,952 annual total is excluding rack space which is approximately \$35,509. The proposal includes maintaining the Desert Dispatch Center in the High Desert Government Center which would bring the total cost to maintain the current CONFIRE operations to \$582,775 (Exhibit C). The proposal for VCC includes CONFIRE dispatch, MIS, Administration, and access to common space (Exhibit D).*



The sub-committee considered the significant increase in proposed annual operating expenses and determined four possible options moving forward:

- Remain actively engaged with the VCC project with the anticipation of moving Valley Dispatch Center operations (Rialto) to VCC in 2025 and assume the increase in cost associated with the new lease agreement.
- Purchase property or an existing building and develop a new CONFIRE communications center to operate independent of the VCC.
- Purchase current location in Rialto and expand Valley Dispatch Center once County Staff transition to VVC. Once the VCC is completed, the County plans to sell the current property.
- Pursue lease agreement with a member agency to co-locate Valley Dispatch Center.

There are two possible options to reduce the cost of the lease agreement for the VCC.

- Proposed lease agreement for the VCC includes CONFIRE admin and MIS (5,112 sq ft). MIS and admin could be located off site but unless space was donated, there would still be a cost associated with occupying the space.
  - 5,112 less lease space at VCC would save \$139,248 annually.
- Close the Desert Dispatch Center in Hesperia and combine centers at the VCC.
  - Hesperia office and rack space lease savings would be \$99,734.

The combined savings would be \$238,982 and the new VCC lease would total \$243,479 annually assuming MIS and Admin space could be found at no cost.

CONFIRE is a legal JPA and can own assets in addition to assuming debt. Currently, fund 5010 has \$2,000,000 designated for capital improvement projects specific for a new dispatch center. Initial cost analysis compares current costs with VCC and considers alternative of a new building assuming \$5,000,000 of debt for 30-year loan at 3.66% interest

**CURRENT AGREEMENTS**

\$16,792/month                      \$201,503/year

**VALLEY COMMUNICATIONS CENTER (proposed)-Assumes Desert Dispatch remains operational**

\$48,565/month                      \$582,775/year

**NEW LOCATION/BUILDING\***

- Loan payment \$22,904/month
- Property Tax \$4,050/month
- Direct Costs \$8,320/month (custodial, maintenance, utilities, etc.)

**\$35,274/month      \$423,288/year**

- *Assumptions: property paid for through CIP, 8,000 sq ft of space, and \$700/sq ft. for tenant improvements.*

*Current call volume dictates the charges to each agency. Chiefs would like a monetary figure and presentation with bullet points to bring back to their elected officials for their decision on participation in the Valley Communications Center.*

## **NEW BUSINESS**

### **8. Fund Balance Transfer**

*The current unaudited fund balance is \$2,350,422. Approve the submission to the Board of Directors the proposed unaudited fund balance allocation plan for FY 2020-21 as listed:*

1. *Operating Fund (5008)*
  - a. *Hold the available unaudited fund balance of \$1,278,609, per Board policy to retain 10% of the Operating Budget cost (1,157,071). In addition, hold \$121,538 for increased expenses in Services/Supplies (i.e., Insurance, Auditing, Software).*
  - b. *Transfer \$1,000,000 to General Reserve Fund (5010) for additional CIP funding.*
  - c. *Transfer \$71,813 to Term Benefits Reserve (5011) to fund liability of CONFIRE employee leave accruals.*
2. *Equipment Fund (5009)*

*Retain the current unaudited fund balance \$2,104,323 for the use to procure information technology equipment, software, and/or services for CONFIRE and Agencies.*
3. *General Reserve Fund (5010)*
  - a. *Retain the remaining unaudited fund balance of \$6,337,376 for the following needs:*
    - i. *Per Board policy to retain 25% of the Operating Budget (5008) cost in the amount of \$2,892,679.*
    - ii. *EMD Optimization (ECNS) Project = \$250,000*
    - iii. *\$2,000,000 currently reserved for CIP funding*
4. *Term Benefits Reserve (5011)*
  - a. *Retain the current unaudited fund balance of \$1,340,998 for the following:*
    - i. *Per Board policy maintain the unaudited Compensated Absences in the amount of \$546,278 as of June 30, 2021.*
    - ii. *Leave remaining balance of \$794,720 from unfunded liability of pensions (\$394,989 and accrued interested and annual premium (\$399,731) received from Contracted Agencies.*

*Motion to approve FY2020-21 Unaudited Fund Balance allocation plan as presented.*

*Motion by: Chief Ivan Rojer  
 Second by: Chief Jim Topoleski  
 Chief Tim McHargue-Yes (1)  
 Chief Ivan Rojer-Yes (1)  
 Chief Ken Harrison-Yes (1)  
 Chief Dave Williams -Yes (1)  
 Chief Tim Bruner-Yes (1)  
 Chief Jim Topoleski-Yes (1)  
 Chief Brian Park-Yes (1)  
 Chief Dan Munsey-Yes (4)  
 Chief Jeff Armstrong-Absent (1)  
 11-Yes  
 1-Absent  
 0-Abstain*

#### **ROUND TABLE**

- *Chief McHargue reminded the group that CONFIRE Administrative Committee Chair and Vice Chair will be voted on in November.*
- *After discussion the Chiefs agreed to "Go Dark" in December with no meeting. We will resume January 25<sup>th</sup>.*

#### **CLOSED SESSION**

#### **ADJOURNMENT**

*Motion to adjourn the CONFIRE Administrative Committee Meeting*

*Motion by: Chief Tim McHargue*

*Second by: Chief Brian Park*

*Ayes: 11*

*Absent: 1*

*Noes: 0*

*The meeting adjourned at 16:16*

#### **Upcoming Meetings:**

Next Regular Meeting: November 16, 2021, at 1:30 p.m. Loma Linda Community Room 25541 Barton Rd., Loma Linda.

    /s/ Liz Berry

**Liz Berry**

**Administrative Secretary I**



## ADMINISTRATIVE COMMITTEE PLANNING MEETING

TUESDAY, NOVEMBER 16, 2021 – 9:00 AM

LOMA LINDA COMMUNITY ROOM-25541 BARTON RD., LOMA LINDA

### MINUTES

#### ROLL CALL

##### **ADMINISTRATIVE COMMITTEE MEMBERS:**

Chief Tim McHargue/Chairperson, Colton Fire  
 Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire-*Absent*  
 Chief Ken Harrison, Apple Valley Fire Protection District  
 Chief Dave Williams, Chino Independent Fire District  
 Chief Dan Harker, Loma Linda Fire  
 Chief Jim Topoleski, Redlands Fire  
 Chief Brian Park, Rialto Fire  
 Chief Bill Mahan, San Bernardino County Fire  
 Chief Jeff Armstrong, Victorville Fire Department-*Absent*

#### CALL TO ORDER

- a. Flag Salute
- b. Roll call/Introductions

#### PUBLIC COMMENT

An opportunity provided for persons in the audience to make brief statements to the Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

#### INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda items may require committee member abstentions due to conflict of interests and financial interests. CONFIRE Administrative Committee member abstentions shall be stated under this item for recordation on the appropriate item.

*No conflicts were announced.*

#### REVIEW OF FRAMEWORK (LEADER'S INTENT) AND STRATEGIC GOALS

1. Valley Communications Center
  - Proposed Increase in Lease Agreements
  - Alternatives Moving Forward

*All options outlined in the staff report considered. Chief Harker presented an option for a facility location in The Groves specific plan in the City of Loma Linda. Consensus was to solicitate input from a consultant regarding ideal solution for CONFIRE. Any relationship*

*with the County for the Valley Communications Center would require preferably a long-term agreement with terms clearly outlined to contain costs associated with leasing.*

2. Staffing Analysis

- Bargaining Group Updates
- Status of Negotiations
- Recruitment/Retention

*Staffing remains CONFIRE's number one priority and operational concern. Status of negotiations discussed. Potential solutions and efforts to date reviewed. 23 of the 35 recommendations by Mission Critical Partners, outlined in the staffing study adopted in 2020, have been put in place.*

3. JPA Formation

- Ambulance
- Alternatives

*West End JPA hiring a consultant to value the system. Phase II would be to make a recommendation to appropriate governance model.*

4. Strategic Management Plan

- First Quarter Review
- Fund Balance Review
- Develop Program Goals and Objectives

*Strategic Priorities and program goal review for 2021/21 as part of the 1<sup>st</sup> quarter review. 21/22 Strategic Management Plan goals identified.*

**ROUND TABLE**

**CLOSED SESSION**

**ADJOURNMENT**

*Motion to adjourn the CONFIRE Administrative Committee Meeting*

*Motion by: Chief Harrison*

*Second by: Chief Harker*

*Ayes: 10*

*Absent: 2*

*Noes: 0*

*The meeting adjourned at 12:30*

**Upcoming Meetings:**

Next Regular Meeting: January 25, 2022, at 1:30 p.m. Loma Linda Community Room 25541 Barton Rd., Loma Linda.

    /s/ Liz Berry

**Liz Berry**  
**Administrative Secretary I**



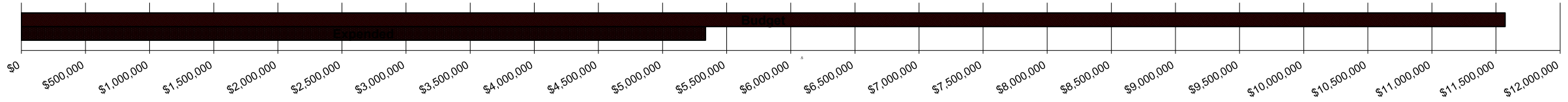
**OPERATIONS FUND 5008**  
**UNAUDITED MONTHLY SUMMARY FY 2021/22**

Transactions thru December 31, 2021

Item 3.

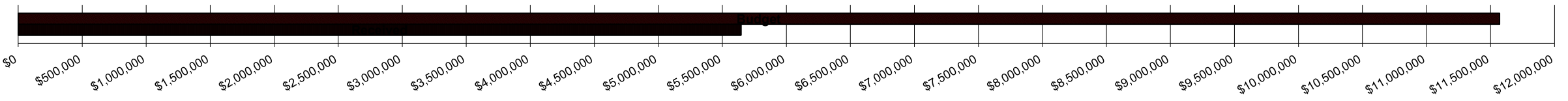
Expenditures	3 PP					3 PP Dec	Jan	Feb	Mar	Apr	May	3 PP June	Total YTD Expended	2020/21 Budget	Bud - Exp Difference	% Used
	July	Aug	Sep	Oct	Nov											
Salary/Benefits	519,723	478,214	556,180	494,631	503,318	780,853	-	-	-	-	-	-	3,332,919	7,921,125	\$4,588,206	42.1%
Overtime/Call Back	29,711	33,060	29,966	26,151	25,550	39,525	-	-	-	-	-	-	183,962	289,665	\$105,703	63.5%
Phone/Circuits/Internet	58,668	30,159	52,327	59,100	51,594	48,584	-	-	-	-	-	-	300,431	588,259	\$287,828	51.1%
County IS/Data Services/Counsel	4,996	(7,239)	2,189	8,049	1,332	2,277	-	-	-	-	-	-	11,604	61,761	\$50,157	18.8%
Radio/Pager, Console Maint	-	40,310	40,271	40,312	40,401	40,469	-	-	-	-	-	-	201,762	504,118	\$302,356	40.0%
Computer Software	584,029	310,561	35,045	600	51,510	185	-	-	-	-	-	-	981,932	1,470,965	\$489,033	66.8%
Computer Hardware	45,479	192	108	80	(44,517)	-	-	-	-	-	-	-	1,342	18,450	\$17,108	7.3%
Office Exp/Copier Lease	11,598	4,558	1,645	3,343	2,745	4,760	-	-	-	-	-	-	28,649	71,044	\$42,395	40.3%
Insurance/Auditing	25,949	-	19,792	4,373	6,750	-	-	-	-	-	-	-	56,865	54,655	(\$2,210)	104.0%
Payroll/HR/Medical Director	7,908	64,657	4,237	3,888	3,761	2,746	-	-	-	-	-	-	87,196	279,871	\$192,675	31.2%
Travel/Training	2,025	1,153	1,306	548	-	1,810	-	-	-	-	-	-	6,842	65,000	\$58,158	10.5%
Auto/Structure/Fuel	-	1,937	2,133	1,668	1,171	1,162	-	-	-	-	-	-	8,069	24,047	\$15,978	33.6%
Other/HDGC Rent/Equip Trans	39,989	42,773	12,943	13,877	12,150	11,810	-	-	-	-	-	-	133,541	221,754	\$88,213	60.2%
<b>Total</b>	<b>1,330,076</b>	<b>1,000,333</b>	<b>758,142</b>	<b>656,618</b>	<b>655,764</b>	<b>934,181</b>	-	-	-	-	-	-	<b>5,335,115</b>	<b>11,570,714</b>	<b>\$6,235,599</b>	<b>46.1%</b>

% Fiscal Year Passed **50.0%**



Revenue	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Received	Budget	Difference	% Rcvd
	Services	2,827,160	-	-	2,842,682	-	-	-	-	-	-	-	-	5,669,842	11,570,714	\$5,900,872
Interest	6,896	(6,896)	-	5,294	-	-	-	-	-	-	-	-	5,294	-	(\$5,294)	
Other	-	(24,693)	-	-	-	(3,952)	-	-	-	-	-	-	(28,646)	-	\$28,646	
<b>Total</b>	<b>2,834,055</b>	<b>(31,589)</b>	<b>-</b>	<b>2,847,976</b>	<b>-</b>	<b>(3,952)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,646,490</b>	<b>11,570,714</b>	<b>\$5,924,224</b>	<b>49%</b>

% Fiscal Year Passed **50.0%**





## FY 2021-2022 Fund Balance Report as of December 31, 2021

### Operations Fund (5008)

Audited Fund Balance 7/1/21		* \$	2,278,608
Revenue	5,646,490		
Expenditures	(5,335,115)		
	Net		311,375
Transfers Out to 5010			
Transfers Out to 5011			
	Net Transfers In/Out		-
	<b>Total Fund Balance</b>	<b>\$</b>	<b>2,589,983</b>

*\*FY 2021-22 Operating costs 10% is \$1,157,071 Per Board Policy*

### Equipment Reserve Fund (5009)

Audited Fund Balance 7/1/21		\$	2,104,322
Revenue	294,222		
Expenditures	(57,745)		
	Net		236,477
	<b>Total Fund Balance</b>	<b>\$</b>	<b>2,340,799</b>

### General Reserve Fund (5010)

Audited Fund Balance 7/1/21		* \$	6,337,376
Revenue - Membership/Interest	255,870		
Revenue - Grant			
Expenditures	(658,178)		
	Net		(402,308)
Transfers Out to Fund 5019	(500,000)		
	Net Transfers In/Out		(500,000)
	<b>Total Fund Balance</b>	<b>\$</b>	<b>5,435,068</b>
Reserve for CIP	(2,000,000)		
EMD Optimization (ECNS) Project	(250,000)		
	Net Committed		(2,250,000)
	<b>Available Fund Balance</b>	<b>\$</b>	<b>3,185,068</b>

*\*FY 2021-22 Operating costs 25% is \$2,892,679 Per Board Policy*

### Term Benefits Reserve Fund (5011)

Audited Fund Balance 7/1/21		\$	1,340,998
Revenue	203,478		
Expenditures			
	Net		203,478
Transer Comp. Absence From 5008			
Unfunded Liability			
	Net Transfers In/Out		-
	<b>Total Fund Balance</b>	<b>\$</b>	<b>1,544,476</b>





**CONFIRE**


Item 3.

**FY 2021-2022  
Fund Balance Report  
as of December 31, 2021**

**CAD-to-CAD Project Fund (5019) - New Fund**

Audited Fund Balance 7/1/21		\$	-
Revenue	68,020		
Expenditures	<u>(130,156)</u>		
	Net		(62,136)
Transfers In from Fund 5010	<u>500,000</u>		
	Net Transfers In/Out		<u>500,000</u>
	<b>Total Fund Balance</b>	<b>\$</b>	<b>437,864</b>

<b>Total Beginning Fund Balance - 07/01/21</b>	<b>\$</b>	<b>12,061,304</b>
<b>Total Ending Fund Balance - 12/31/21</b>	<b>\$</b>	<b>12,348,191</b>



**Summary**  
**CONFIRE/Comm Center**  
 1743 W Miro Way  
 Rialto, CA 92376  
 County: San Bernardino

From: 1/1/2021  
 To: 12/31/2021  
 Period: Month  
 Group: All  
 Call Type: Include Abandoned  
 Abandoned Filters:

Date	911	911 Abdn	Total 911	911 Abdn Percentage	10-Digit Emergency Inbound	10-Digit Emergency Abdn	Total 10-Digit Emergency	Admin Outbound	Admin Inbound	Admin Inbound Abandoned	Total Admin	Total All Calls	Average Call Duration
Jan-21	19569	65	19634	0.33%	14978	989	15967	20246	9203	2303	31752	67353	100
Feb-21	15820	65	15345	0.42%	13030	938	13968	16156	8140	1809	26105	55418	98.5
Mar-21	16681	140	16821	0.83%	14960	1119	16079	17013	11824	2652	30949	63849	117.7
Apr-21	17849	256	18105	1.41%	15340	1384	16724	17531	10412	2169	30112	64941	95.8
May-21	18145	89	18234	0.49%	15610	1157	16767	19789	10260	2130	32179	67180	96.3
Jun-21	18607	85	18692	0.45%	14939	1398	16337	19490	9404	2224	31118	66147	98.3
Jul-21	20322	108	20430	0.53%	16337	1422	17759	20744	9970	2947	33661	71850	96.7
Aug-21	20051	105	20156	0.52%	14270	1078	15348	19463	10345	1626	31434	66938	102.7
Sep-21	18267	68	18335	0.37%	12939	830	13769	17704	10503	425	28632	60736	103.3
Oct-21	17606	46	17652	0.26%	13564	821	14385	17995	9123	884	28002	60039	102.1
Nov-21	18143	64	18207	0.35%	12690	735	13425	18226	9033	884	28143	59775	99.2
Dec-21	18937	7860	26797	29.33%	13247	592	13839	17251	6650	351	24252	64888	100
<b>2021 Totals</b>	<b>219457</b>	<b>8951</b>	<b>228408</b>	<b>3.92%</b>	<b>171904</b>	<b>12463</b>	<b>184367</b>	<b>221608</b>	<b>114327</b>	<b>20404</b>	<b>356339</b>	<b>769114</b>	<b>100.8</b>
<b>2020 Totals</b>	<b>210635</b>	<b>921</b>	<b>211556</b>	<b>0.44%</b>	<b>156032</b>	<b>7843</b>	<b>163875</b>	<b>210147</b>	<b>140893</b>	<b>9142</b>	<b>360184</b>	<b>735615</b>	<b>100.3</b>



### PSAP Answer Time

CONFIRE/Comm Center  
 1743 W Miro Way  
 Rialto, CA 92376 County: San Bernardino

Month - Year: 1/1/2021 - 12/31/2021  
 Agency Affiliation Fire

From: 1/1/2021  
 To: 12/31/2021  
 Period Group: Month  
 Time Group: 60 Minute  
 Time Block: 00:00 - 23:59  
 Call Type: 911 Calls

Call Hour	Answer Times In Seconds								Total
	0 - 10	11-15	16 - 20	21 - 40	41 - 60	61 - 120	120+		
January 2021 Total	17,242	962	520	613	203	91	3	19,634	
% answer time ≤ 10 seconds	87.82%	4.90%	2.65%	3.12%	1.03%	0.46%	0.02%	100.00%	
% answer time ≤ 15 seconds	92.72%								
% answer time ≤ 40 seconds	98.49%								
February 2021 Total	13,431	779	391	474	172	93	5	15,345	
% answer time ≤ 10 seconds	87.53%	5.08%	2.55%	3.09%	1.12%	0.61%	0.03%	100.00%	
% answer time ≤ 15 seconds	92.60%								
% answer time ≤ 40 seconds	98.24%								
March 2021 Total	14,942	768	452	430	145	78	6	16,821	
% answer time ≤ 10 seconds	88.83%	4.57%	2.69%	2.56%	0.88%	0.46%	0.04%	100.00%	
% answer time ≤ 15 seconds	93.40%								
% answer time ≤ 40 seconds	98.64%								
April 2021 Total	15,519	992	531	639	216	176	32	18,105	
% answer time ≤ 10 seconds	85.72%	5.48%	2.93%	3.53%	1.19%	0.97%	0.18%	100.00%	
% answer time ≤ 15 seconds	91.20%								
% answer time ≤ 40 seconds	97.66%								
May 2021 Total	15,477	1,017	548	786	249	138	19	18,234	
% answer time ≤ 10 seconds	84.88%	5.58%	3.01%	4.31%	1.37%	0.76%	0.10%	100.00%	
% answer time ≤ 15 seconds	90.46%								
% answer time ≤ 40 seconds	97.77%								
June 2021 Total	15,019	1,225	741	1,038	435	213	20	18,692	
% answer time ≤ 10 seconds	80.35%	6.55%	3.96%	5.58%	2.33%	1.14%	0.11%	100.00%	
% answer time ≤ 15 seconds	86.90%								
% answer time ≤ 40 seconds	96.43%								
July 2021 Total	15,945	1,550	898	1,212	512	281	32	20,430	
% answer time ≤ 10 seconds	78.05%	7.59%	4.40%	5.93%	2.51%	1.38%	0.16%	100.00%	
% answer time ≤ 15 seconds	85.63%								
% answer time ≤ 40 seconds	95.96%								
August 2021 Total	15,559	1,381	907	1,388	535	346	42	20,156	
% answer time ≤ 10 seconds	77.19%	6.85%	4.50%	6.88%	2.65%	1.72%	0.21%	100.00%	
% answer time ≤ 15 seconds	84.04%								
% answer time ≤ 40 seconds	95.42%								
September 2021 Total	15,027	790	581	1,169	421	302	45	18,335	
% answer time ≤ 10 seconds	81.96%	4.31%	3.17%	6.38%	2.30%	1.65%	0.25%	100.00%	
% answer time ≤ 15 seconds	86.27%								
% answer time ≤ 40 seconds	95.81%								
October 2021 Total	14,761	892	510	964	391	288	46	17,652	
% answer time ≤ 10 seconds	83.62%	3.92%	2.89%	5.46%	2.22%	1.83%	0.26%	100.00%	
% answer time ≤ 15 seconds	87.54%								
% answer time ≤ 40 seconds	95.89%								
November 2021 Total	15,276	753	497	1,013	374	251	43	18,207	
% answer time ≤ 10 seconds	83.90%	4.14%	2.73%	5.56%	2.05%	1.38%	0.24%	100.00%	
% answer time ≤ 15 seconds	88.04%								
% answer time ≤ 40 seconds	96.33%								
December 2021 Total	24,350	664	459	782	302	210	30	26,797	
% answer time ≤ 10 seconds	90.87%	2.48%	1.71%	2.92%	1.13%	0.78%	0.11%	100.00%	
% answer time ≤ 15 seconds	93.35%								
% answer time ≤ 40 seconds	97.96%								
Year to Date 2021 Total	192,548	11,573	7,035	10,507	3,955	2,467	323	228,408	
% answer time ≤ 10 seconds	84.30%	5.07%	3.08%	4.60%	1.73%	1.08%	0.14%	100.00%	
% answer time ≤ 15 seconds	89.37%								
% answer time ≤ 40 seconds	97.05%								
Year to Date 2020 Total	181,048	12,065	6,634	7,536	2,703	1,449	121	211,556	
% answer time ≤ 10 seconds	85.58%	5.70%	3.14%	3.56%	1.28%	0.68%	0.06%	100.00%	
% answer time ≤ 15 seconds	91.28%								
% answer time ≤ 40 seconds	97.98%								

# CONFIRE Billable Incidents

Period: 01/01/2021 thru 12/31/2021

Jurisdiction	# of Incidents	% of Total
San Bernardino County	129,881	53.40%
VictorvilleFD	24,367	10.02%
RanchoCucamonga	17,069	7.02%
ChinoValleyFD	13,108	5.39%
AppleValley	12,916	5.31%
Rialto	11,332	4.66%
Redlands	11,142	4.58%
Colton	7,283	2.99%
MontclairFD	4,556	1.87%
Loma Linda	4,174	1.72%
Big Bear Fire	4,055	1.67%
San Manuel FD	1,739	0.71%
Running Springs	669	0.28%
Baker Ambulance	654	0.27%
Road Department	298	0.12%
XBO	1	0.00%
<b>Total</b>	<b>243,244</b>	<b>100%</b>
BDC Division	# of Incidents	% of Total
East Valley	42,720	32.89%
Fontana	20,382	15.69%
Valley	17,973	13.84%
Hesperia	12,913	9.94%
North Desert	12,647	9.74%
South Desert	12,475	9.60%
Mountain	5,366	4.13%
Adelanto	5,176	3.99%
Hazmat	229	0.18%
<b>Total</b>	<b>129,881</b>	<b>100%</b>

## Evaluation of CONFIRE Dispatch Processing Changes

January 1 through December 31, 2021

### Background

In the continuing effort to provide efficient, effective, and rapid deployment of emergency fire and EMS resources, CONFIRE has adopted two new strategies for reducing 911 emergency call processing times. These include:

1. Adopting a “Quick Launch” criteria where specific caller complaints (CPR, Shortness of Breath, Chest Pain, Unconscious) temporarily forgo the standard EMD question process so that they are dispatched immediately. The questioning process then takes place after the call is forwarded to responding units.
2. Expanding the use of “Auto-Dispatch” on specific call types. This automates the notification of responding units which reduces processing time and workload.

The initial transition to these changes was made on June 7, 2021 using a limited number of determinant codes. CONFIRE Fire Chiefs directed staff to begin expanding these protocols to more determinant codes in August 2021. This included the addition of Charlie and Bravo calls. The impacts of these changes are reflected in the tables below. Note that the transition process to include Bravo level calls was not completed by December 31, 2021 so any changes in that category are not reflected in this report. As the pool of data continues to grow, there is a clear trend emerging of decreasing call processing times. The validity of the reports will continue to increase over time as more data is available.

### Summary of Findings

- The overall call processing time interval from call pick-up to when the first responding unit is notified of the call decreased by up to 21% for Echo and 17% for Delta level calls. Other call types showed a smaller decrease, and non-EMD fire/rescue showed an increase of 5 second, or 3.1%. (See Table 1).
- The implementation of the “Quick Launch” protocol resulted in a decrease of 13% for Echo calls and 9% of Delta calls in the time interval between when a CONFIRE dispatcher answers a 911 call to when the call is sent to queue (See Table 2). The processing times for these categories have potential to decrease further as dispatchers become more familiar with the process change.
- The implementation of the “Auto-Dispatch” protocol resulted in a decrease of 92% for Echo calls, 75% for Delta calls, and 19% for Charlie calls in the time interval between when a call is placed in queue to when the first responding unit is notified of the call (See Table 3). During this report period, this protocol was only applied to Echo, Delta,

and Charlie calls<sup>1</sup>. Bravo level calls have been approved and are pending CAD reconfiguration. Applying auto-dispatch to other call types, including EMS calls that do not receive an EMD code, could result in further reduction of overall call processing time and should be considered.

**Table 1: Impacts on overall call processing.**

This table identifies the time lapse from when a 911 call is first answered at CONFIRE to when the first responding unit is notified of the call. These numbers reflect the overall impact of the dispatching processing changes.

	Alpha	Bravo	Charlie	Delta	Echo	No Determinant Code	All EMS	All Non-EMS Fire/Rescue
<b>Pre June 7, 2021</b>	0:03:29	0:03:23	0:03:37	0:03:02	0:02:18	0:02:33	0:03:12	0:02:41
<b>Post June 7, 2021</b>	0:02:59	0:03:26	0:03:22	0:02:31	0:01:49	0:02:32	0:02:53	0:02:46
<b>Difference</b>	00:00:30	0:00:03	00:00:15	00:00:31	00:00:29	-00:00:01	00:00:19	0:00:05
	-14%	1.5%	-7%	-17%	-21%	-1%	-10%	3.1%

**Table 2: Impacts of “Quick Launch”.**

This table focuses on the time interval between when a 911 call is first answered at CONFIRE to when the call is sent to queue. This interval is where the impacts of Quick Launch are most evident. Since the criteria for Quick Launch is almost always in the Echo or Delta determinant code category, the most significant changes are found in those call types.

	Alpha	Bravo	Charlie	Delta	Echo	No Determinant Code	All EMS	All Non-EMS Fire/Rescue
<b>Pre</b>	0:03:09	0:03:06	0:03:19	0:02:43	0:02:00	0:02:16	0:02:53	0:02:16
<b>Post</b>	0:02:38	0:03:06	0:03:07	0:02:28	0:01:45	0:02:17	0:02:39	0:02:16
<b>Difference</b>	00:00:31	00:00:00	00:00:12	00:00:15	-00:00:15	0:00:01	-00:00:14	0:00:00
	-17%	0%	-6%	-9%	-13%	1%	-8%	0%

<sup>1</sup> CAD reconfiguration of Charlie calls occurred in mid-November. The impact of auto-dispatch on these calls should be more apparent as more data is gathered.



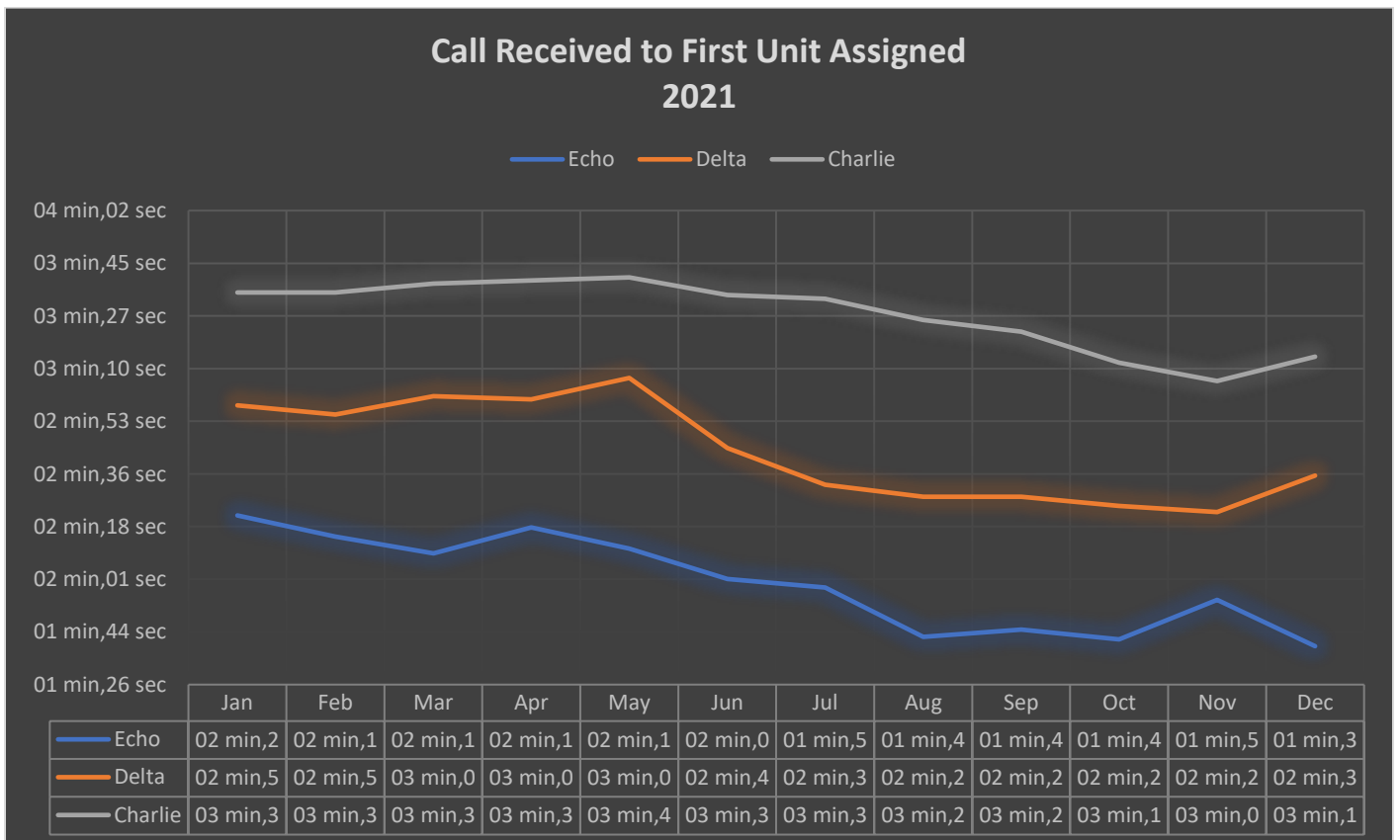
**Table 3: Impacts of “Auto Dispatch”.**

This table focuses on the time interval between when a 911 call is sent to Queue to when the first responding unit is alerted to respond to the call. This interval is where the impacts of Auto Dispatch are most evident. Because CONFIRE is currently only using Auto Dispatch on Delta and Echo calls, the most significant changes are found in those call types.

	Alpha	Bravo	Charlie	Delta	Echo	No Determinant Code	All EMS	All Non_EMS Fire/Rescue
<b>Pre</b>	0:00:31	0:00:27	0:00:27	0:00:28	0:00:24	0:00:35	0:00:29	0:00:40
<b>Post</b>	0:00:31	0:00:30	0:00:22	0:00:07	0:00:02	0:00:34	0:00:24	0:00:45
<b>Difference</b>	0:00:00	0:00:03	00:00:05	00:00:21	00:00:22	-00:00:01	00:00:05	0:00:05
	0%	11%	-19%	-75%	-92%	-3%	-17%	12%

**Figure 1: Call processing time trends for Echo, Delta, and Charlie level calls for calendar year 2021.**

Figure 1 shows the overall monthly 90<sup>th</sup> percentile dispatch processing time (call pick-up to first unit assigned) on a continuum throughout calendar year 2021.



## Reporting Conventions

The above impact measurements were based on CONFIRE CAD data using the following conventions:

1. All data is taken directly from CONFIRE's CAD server.
2. Reporting range for "Pre-Implementation" period was from July 7, 2020, to June 6, 2021. Reporting range for "Post-Implementation" period and was June 7, 2021 through December 31, 2021.
3. Calls with a total call processing time (Phone pick-up at CONFIRE to first unit assigned) of greater than 5 minutes were excluded from the reporting. These calls are evaluated separately as part of ongoing QA by CONFIRE staff. The longer processing times on these calls generally result from atypical factors such as language barriers, caller disconnect, lack of a valid location, etc., and not from dispatcher or system issues.
4. "Quick Launch" criteria includes caller complaints of shortness of breath, chest pain, CPR in progress, or unconsciousness. When these complaints are recognized by the dispatcher, the call is immediately forwarded to Queue for dispatching. The time savings for these calls is therefore measured as the difference between Call Pickup time and Call Entered into Queue time.
5. "Auto Dispatch" uses an automated CAD process to move calls from Queue to 1<sup>st</sup> Unit Assigned instead of a manual process performed by dispatchers. The time interval that captures these events is the difference between Call Entered Queue and First Unit Assigned time stamps.
6. Non-EMS, Fire/Rescue calls are those calls that require an emergency resource response but are not classified as medical emergencies. This includes (but not limited to) all fire types, ringing alarms, Haz-mat, technical rescue, watercraft and aircraft incidents, and technical rescue. Traffic collisions were considered mostly medical in nature and are not included in this grouping.



**CONFIRE****STAFF REPORT****DATE: 1/25/2022****FROM: Art Andres, Communications Director****TO: Administrative Committee**

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**SUBJECT: ECNS Funding**

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**RECOMMENDATION**

Approve three months of operating expenses to continue the contractual agreement with Regional Emergency Medical Services Agency (REMSA) for the Emergency Communication Nurse System (ECNS).

**BACKGROUND**

The San Bernardino County Emergency Medical Care Committee (EMCC) created a sub-committee to address the ambulance patient overload delay (APOD) concern in our community using emergency medical dispatch (EMD) utilized by the secondary PSAPs in the County. Several years were spent to explore multiple options and a determination was made to implement an ECNS program. EMD can determine acuity of a patient with a high degree of accuracy. Using internationally approved protocols, CONFIRE can transfer Alpha and Omega calls to an ECNS center where the patient receives a case management type of service, placing the person at the right location for appropriate care.

The San Bernardino County region has been impacted heavily by COVID 19. The surge of patients complicates the growing APOD concern, which resulted in an acceleration of the ECNS project in December of 2020. CARES Act monies were authorized to be used for the ECNS project, which funded the REMSA agreement through December 31, 2021. Productive discussions have been on-going with regional payors which is believed to be a solution to the sustainability of the ECNS program, but no commitments have been established to date.

December 10, 2020 the CONFIRE Board of Directors approved a fund balance transfer of \$250,000 into the general reserve fund 5010 to be utilized for EMD optimization projects specific to ECNS. CONFIRE petitioned the San Bernardino County Board of Supervisors for American Rescue Plan monies to implement a full-time program, using CONFIRE employees, as

outlined in the budget in the adopted business plan. The item will be brought before the San Bernardino County Board of Supervisors during the February 8th, 2022 meeting.

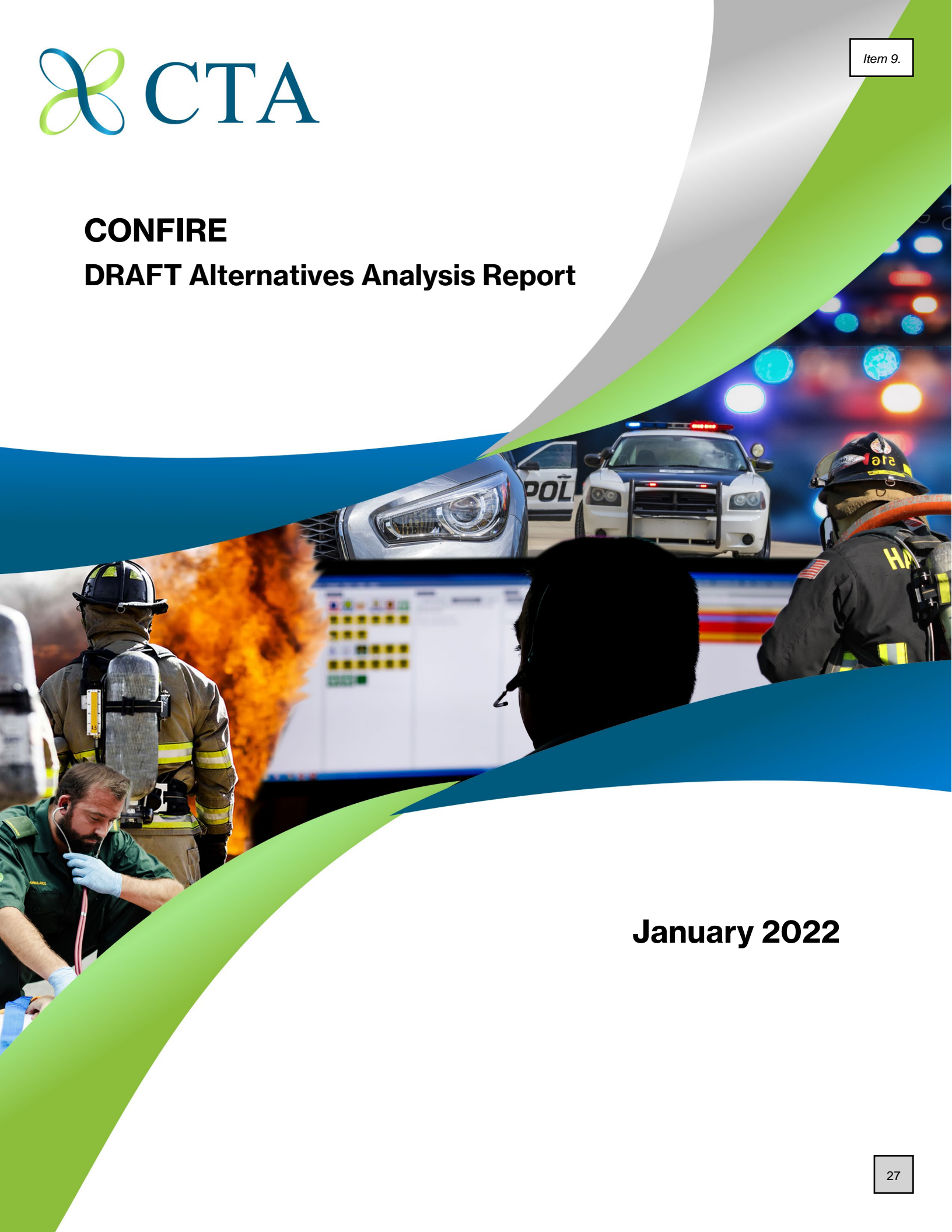
The goal has been to have all ECNS staff be CONFIRE employees. CONFIRE has an approved 2021/22 budget which did not include staff for ECNS. CONFIRE has been exploring all options to fund startup costs, including staffing, which will be incurred beyond 2021 but no funding source has been secured to date.

**FISCAL IMPACT**

\$250,000 has been set aside for EMD optimization by the CONFIRE Board of Directors. Based on the previous 12 months of service from REMSA, 3 months of service is not expected to exceed \$120,000.

# **CONFIRE**

## **DRAFT Alternatives Analysis Report**



**January 2022**

## Summary

CTA assessed the need/justification for redundant dispatch operations. It is critically important to maintain a backup site when / if something major happens to the primary site; relocation of personnel may be required. ***It is the recommendation of CTA that CONFIRE continue to operate two geographically separated dispatch centers.***

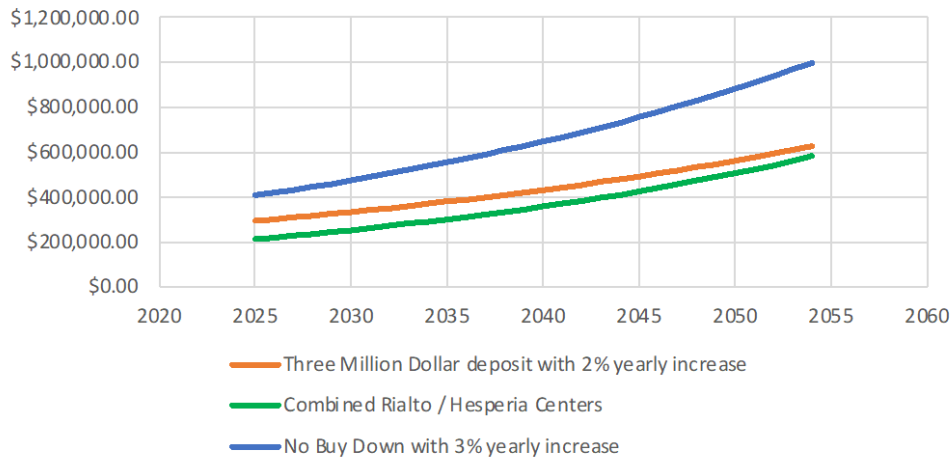
CTA performed an analysis on the following alternatives to improve the current dispatch facility in Rialto:

- 1) Move to Valley Communications Center (VCC) Facility
- 2) Rialto New/Renovate Facility
- 3) New Facility in Loma Linda
- 4) New Facility Unknown Location
- 5) While a case can be made that there will be plenty of space in a new building for all staff, it is critically important to maintain a backup site when / if something major happens to the primary site. Relocation of personnel may be required

As evidenced by the charts below and given the current status quo may not be available to CONFIRE after 2025, the most cost-effective option available to CONFIRE is to maintain the existing Hesperia Center and migrate the Rialto operations to the new Valley Communications Center (VCC).

Leasing Information	Current	Leasing Information	Option 1	
			VCC w/out Buy Down	VCC w/Buy Down
Rialto Facility (2025)	\$ 103,345.72	VCC Facility (2025)	\$ 296,072.72	\$ 183,086.65
Hesperia Facility (2025)	\$ 111,220.04	Hesperia Facility (2025)	\$ 111,220.04	\$ 111,220.04
Annual % Increase	3.5%	Annual % Increase	3.0%	2.0%
Term Length (in Years)	30	Term Length (in Years)	30	30
<b>AVG YEARLY Payments</b>	<b>\$ 369,215.30</b>	<b>AVG YEARLY Payments</b>	<b>\$ 660,908.62</b>	<b>\$ 438,964.99</b>
<b>TOTAL Payments</b>	<b>\$ 11,076,458.86</b>	<b>TOTAL Payments</b>	<b>\$ 19,827,258.73</b>	<b>\$ 13,168,949.75</b>
		Cash Investment	\$ -	\$ 3,000,000.00
		<b>TOTAL Investment</b>	<b>\$ 19,827,258.73</b>	<b>\$ 16,168,949.75</b>

Yearly Costs Comparison over 30 years



CTA performed a cost analysis on alternatives 2-4, which include renovating or building a new Center to meet your needs now and in the future. However, as evidenced in the chart below, each of these options is extremely cost prohibitive to implement, and the cost of financing further exacerbates the funding required to successfully implement any of these options.

Rialto Financing Information	Option 2 Rialto New Facility	Option 2 Rialto Renovate Facility	Option 3 New Facility Loma Linda	Option 4 New Facility Unknown Location
Total Budget	\$ 16,764,500.00	\$ 14,563,000.00	\$ 14,817,000.00	\$ 16,817,000.00
Cash Investment	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Loan Amount	\$ 13,764,500.00	\$ 11,563,000.00	\$ 11,817,000.00	\$ 13,817,000.00
Annual Interest Rate	3.66%	3.66%	3.66%	3.66%
Term Length (in Years)	30	30	30	30
First Payment Date	1/1/25	1/1/25	1/1/25	1/1/25
Compound Period	Monthly	Monthly	Monthly	Monthly
Payment Frequency	Monthly	Monthly	Monthly	Monthly
Monthly Payment	\$ 63,044.65	\$ 52,961.26	\$ 54,124.64	\$ 63,285.11
Yearly Property Taxes	\$ 8,801.36	\$ 7,645.58	\$ 7,778.93	\$ 8,828.93
Direct Costs	8,320.00	8,320.00	8,320.00	8,320.00
PITI Payment	\$ 80,166.01	\$ 68,926.84	\$ 70,223.57	\$ 80,434.04
YEARLY Payments	\$ 961,992.15	\$ 827,122.02	\$ 842,682.78	\$ 965,208.42
Hesperia Leasing Information	\$ 5,741,476.01	\$ 5,741,476.01	\$ 5,741,476.01	\$ 5,741,476.01
TOTAL Payments	\$ 28,859,764.50	\$ 24,813,660.60	\$ 25,280,483.40	\$ 28,956,252.60
TOTAL Investment	\$ 31,859,764.50	\$ 27,813,660.60	\$ 28,280,483.40	\$ 31,956,252.60

*It is the recommendation of CTA that CONFIRE maintain the existing Hesperia Center and migrate the Rialto operations to the new Valley Communications Center (VCC). We further encourage CONFIRE to continue to negotiate with the County to ensure the best interest of all CONFIRE members are addressed both operationally and financially.*

## 1. Scope of the Project

CONFIRE contracted CTA Consultants LLC (CTA) to identify Capital Improvement Plan (CIP) goals as it relates to CONFIRE infrastructure needs. CTA collaborated with CONFIRE Management staff and members of the Board of Directors to discuss operational needs and impacts.

CTA assessed the need/justification for redundant dispatch operations. CTA also performed an analysis on the following options to improve the current dispatch facility in Rialto:

- 1) Move to Valley Communications Center (VCC) Facility
- 2) Rialto New/Renovate Facility
- 3) New Facility in Loma Linda
- 4) New Facility Unknown Location

The analysis for each of these alternatives takes into account a state-of-the-art facility designed to meet the facility needs of CONFIRE operations for the next 15 – 20 years. Additionally, each option is based upon professional standards/codes (APCO, NENA, NFPA, Cal OES) for a purpose-built building.

As part of the cost analysis, we reviewed the current lease agreements for both the Rialto and Hesperia PSAP locations, the cost of leasing at Valley Communications Center (VCC), and the cost of constructing a new building.

CTA bases these estimates on a comparison of general statistics for this type of facility from other projects found in Appendix F Comparison Chart. The Utah Valley ECC is used to gauge the project size compared to the CONFIRE facility. CTA's cost comparison is based on Appendix G used to estimate the square foot cost for the new facility. The overall averages were used and escalated to the project location (location factor) and escalated to the time when the facility will be constructed compared to the example projects. Our estimates use \$1100/SF for new construction (average) and \$900/SF for renovation compared to the Cumberland County ECC which was a renovation project.

## 2. Background

The CONFIRE Communications Centers (CONFIRE) are housed in two locations: one in the City of Rialto at 1743 Miro Way and the other at the High Desert Government Center at 15900 Smoke Tree Street, in the City of Hesperia, CA.

The current member agencies of the CONFIRE JPA are:

<i>Apple Valley Fire Protection District</i>	<i>Chino Valley Independent Fire District</i>
<i>Colton Fire Department</i>	<i>Loma Linda Fire Department</i>
<i>Rancho Cucamonga Fire District</i>	<i>Redlands Fire Department</i>
<i>Rialto Fire Department</i>	<i>San Bernardino County Fire District</i>
<i>Victorville Fire Department</i>	

In addition, the agencies that currently contract for services with the CONFIRE JPA are:

<i>Baker Ambulance Inc.</i>	<i>Big Bear Fire Authority</i>
<i>Montclair Fire Department</i>	<i>Running Springs Fire Department</i>
<i>San Manual Band of Mission Indians</i>	<i>Fire Department</i>

These agencies represent over 100 fire stations serving numerous communities covering the majority of the residents and businesses within the County of San Bernardino. In 2020 Comm Center dispatch processed 237,157 separate emergency incidents which was an increase of 9,188 from 2019.

CONFIRE communications current staffing consists of a Manager, two Assistant Managers (Operations /Training and Emergency Medical Dispatch Managers), 8 Supervisors, and each shift operates with 4-5 dispatchers. CONFIRE dispatchers work 12-hour shifts; day, night, or swing shift. (11am-11pm). Each shift is assigned 4-5 dispatchers plus a supervisor, with 1-3 dispatchers working the swing shift. Previously CONFIRE had removed the call taker positions from their dispatch center. However, due to a shortage of qualified dispatcher applicants, CONFIRE started hiring call takers. The training period for a call taker is about three months, and dispatcher training can take up to 7 months. There are currently only two call takers scheduled on day shift, but they plan to hire more. All dispatchers are trained to operate each position in the communication center. There are currently 14 console positions in the Valley Center and 17 console positions in High Desert Center. Out of the 31 consoles, nine positions are call taker positions.

CONFIRE is a legal JPA and can own assets in addition to assuming debt. CTA was advised CONFIRE has \$3,000,000 that can be used for capital improvement projects and this amount is



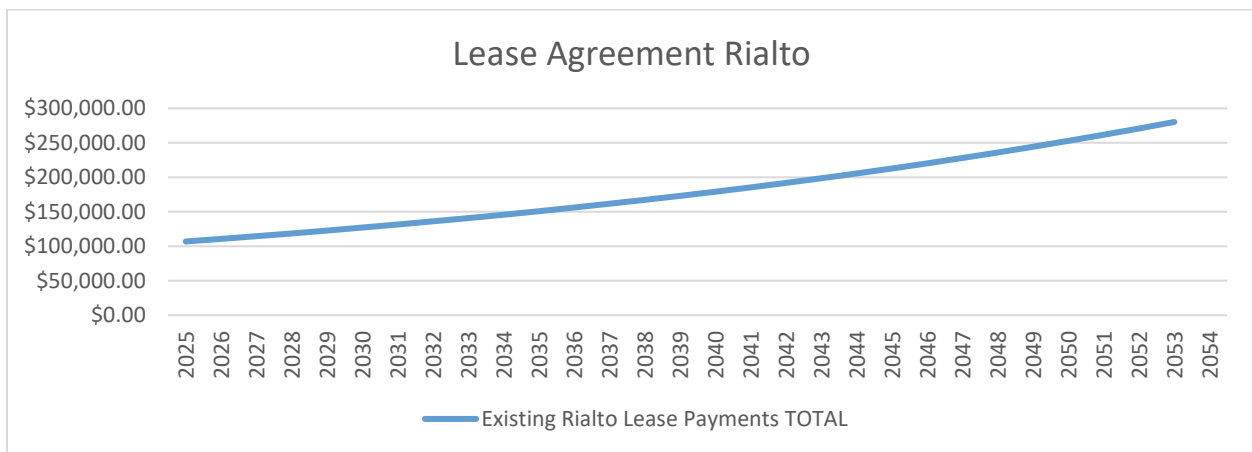
factored into the ongoing lease and financing options. Each financing option assumes debt for 30 years at a 3.66% interest rate and a .63% tax rate. Insurance is not calculated into these costs.

## 2.1 Operating CONFIRE PSAP at Rialto

The current square footage of the dispatch center is 3,500 and they rent two trailers (880 sq ft) to house their Information Technology (IT) staff. They have outgrown their current building and there is no room to expand outward.

### 2.1.1 Cost

- Current lease agreement for Dispatch/Admin expires on 08/31/25 with an annual cost of \$57,703.92 and a 3.5% increase per year
- Current lease agreement for Rack space – yearly cost \$35,508.00 with a 3.5% increase per year
- In 2054 projected yearly lease payment with a 3.5% yearly increase will be \$280,260.99
- Total cost over 30 years (2025 – 2054) will be \$5,334,982.85 is detailed in Appendix A.



### 2.1.2 Benefit

- Operating two centers allows for redundancy
- Equipment and software are kept current and up to date

### 2.1.3 Issues

- Not enough space for current staff
- Staffing two centers



- Renting trailers to house IT staff
- Parking
- Cost of supporting two PSAPS

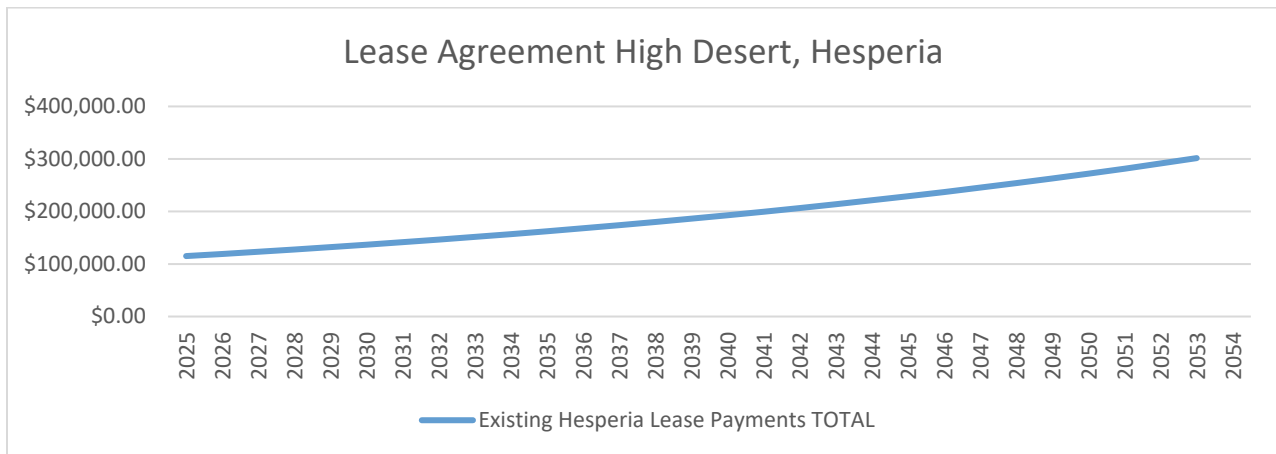
## 2.2 Operating CONFIRE PSAP at High Desert

Having outgrown the primary center, it is extremely difficult to keep social distancing per CDC guidelines after the outbreak of COVID19. A decision was made to continue with the split up of staff and run concurrently out of both centers. The backup site was well supported with the latest technology and equipment, and plenty of space for staff to spread out. The need for resiliency and redundancy, and to continuously run a secondary PSAP comes with challenges. A major challenge for running at this location 24/7, is staffing. Currently, staff do not wish to drive over sixty miles one way to work their shift.

One of the main questions, is there a need to continue to run a secondary PSAP if they choose to move into VCC or build their own PSAP? To answer this question, we reviewed the cost of operations, benefits of supporting both centers, and issues with operating two centers.

### 2.2.1 Cost

- The current lease agreement expires on 04/30/29, annual cost of \$99,734.00 with a 3.5% increase per year.
- In 2054 projected yearly lease payment with a 3.5% yearly increase will be \$301,615.01
- Total cost over 30 years (2025 – 2054) will be \$5,741,476.01 is detailed in Appendix B.



### 2.2.2 Benefits

- Adequate space for all staff to operate if the primary site is compromised
- Redundancy and resiliency
- Equipment and software are kept current and up to date

### 2.2.3 Issues

- Staffing two centers
- Parking
- Cost of supporting two PSAPS is detailed in Appendix C.

Leasing Information	Current
Rialto Facility (2025)	\$ 103,345.72
Hesperia Facility (2025)	\$ 111,220.04
Annual % Increase	3.5%
Term Length (in Years)	30
<b>AVG YEARLY Payments</b>	<b>\$ 369,215.30</b>
<b>TOTAL Payments</b>	<b>\$ 11,076,458.86</b>

- Concerns from CONFIRE staff
  - Contention between the two dispatch centers
  - Pay difference
  - Space for future growth

While a case can be made there will be plenty of space in a new building for all staff, it is critically important to maintain a backup site when / if something major happens to the primary site. Relocation of personnel may be required for many specific reasons. The two main factors requiring evacuation of the PSAP are:

- Uninhabitable environment situations which make the Communications Center unsafe for personnel to continue daily operations. These conditions may include but are not limited to:
  - Bomb Threats/Found
  - Fire/Smoke Condition
  - Gas leak • Hazardous Materials
  - Earthquakes / Structural damage

- Infrastructure failure uninhabitable environment situations during which technical components of the system fail - within or leading to the Communications Center. These conditions may include but are not limited to:
  - Phone service outage
  - Radio component damage

There should also be an evacuation plan in place wherein the backup site is regularly tested and operated by staff. Wherever feasible, a back-up facility should be dual use. An example of dual use is a back-up facility that is also used for telecommunicator training.

***It is the recommendation of CTA that CONFIRE continue to operate two geographically separated dispatch centers.***

### 3. Rialto Center Options

#### 3.1 Option #1 Move to Valley Communications Center Facility

San Bernardino County’s new Valley Communications Center (VCC) will be an ultramodern building. From the ground up it will have the latest and greatest technology for the County and produce a better 9-1-1 service for the citizens through Next Generation 9-1-1 (NG9-1-1). CONFIRE will have the much-needed space, support staff and a modern dispatch center to meet their needs now and in the future. Staff will have more amenities at the new center to use than in their centers, such as: workout room, quiet room, mom’s area, bunk house etc. The County proposes to provide CONFIRE with 16,082 sq ft including shared areas.

Having access to all this space and amenities, comes a higher lease rate than CONFIRE is currently budgeting. CONFIRE and the County are working together to determine the best lease terms for both parties. Currently there are two potential lease scenarios: standard lease costs of \$1.21 (\$0.51 for maintenance, custodial, and landscaping, and \$0.71 for utilities) per square foot at a 3.5% yearly escalation or a reduced lease cost of \$0.71 per square foot at a 2% yearly escalation. For both scenarios CONFIRE must account for an additional cost of \$35,508 per year for equipment rack space at VCC. All costs are calculated over a 30 year period, beginning in 2025 when the County anticipates VCC will be ready to occupy.

##### 3.1.1 Costs

###### Without Buy Down

The current offer from the County of \$1.22 per square foot for 16,082 square feet, with the addition of rack space, will result in a cost increase of approximately 79%. As reflected in the table below this includes maintaining the Hesperia Center. Yearly costs are detailed in Appendix D.

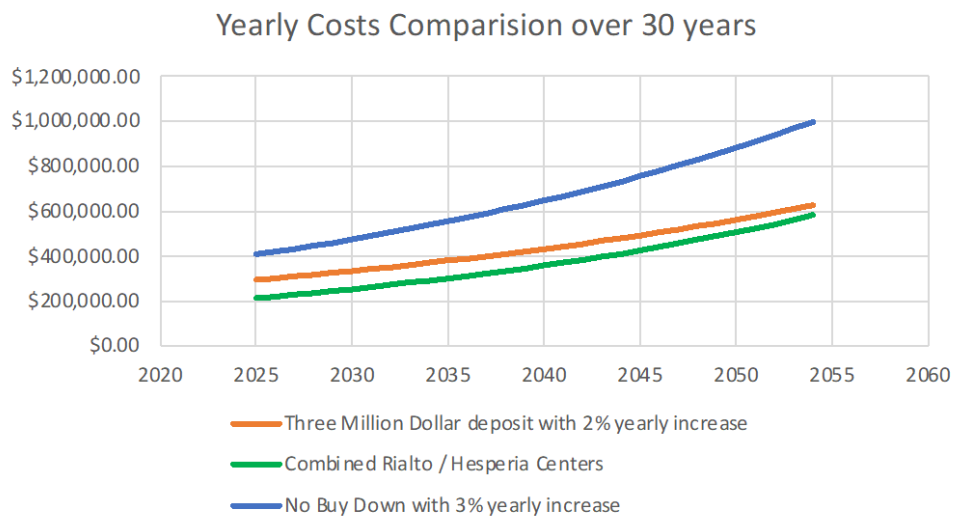
Leasing Information	Current	Leasing Information	Option 1
			VCC w/out Buy Down
Rialto Facility (2025)	\$ 103,345.72	VCC Facility (2025)	\$ 296,072.72
Hesperia Facility (2025)	\$ 111,220.04	Hesperia Facility (2025)	\$ 111,220.04
Annual % Increase	3.5%	Annual % Increase	3.0%
Term Length (in Years)	30	Term Length (in Years)	30
<b>AVG YEARLY Payments</b>	<b>\$ 369,215.30</b>	<b>AVG YEARLY Payments</b>	<b>\$ 660,908.62</b>
<b>TOTAL Payments</b>	<b>\$ 11,076,458.86</b>	<b>TOTAL Payments</b>	<b>\$ 19,827,258.73</b>
		Cash Investment	\$ -
		<b>TOTAL Investment</b>	<b>\$ 19,827,258.73</b>

**With Buy Down**

If CONFIRE makes a one-time investment of \$3,000,000.00 this will offset the amount of the lease payment over 30 years and reduce the yearly increase from 3% to 2%. The current offer from the County of \$0.71 per square foot for 16,082 square feet, with the addition of rack space, will result in a cost increase of approximately 19%. Yearly costs are detailed in Appendix E.

Leasing Information	Current	Leasing Information	Option 1
			VCC w/Buy Down
Rialto Facility (2025)	\$ 103,345.72	VCC Facility (2025)	\$ 183,086.65
Hesperia Facility (2025)	\$ 111,220.04	Hesperia Facility (2025)	\$ 111,220.04
Annual % Increase	3.5%	Annual % Increase	2.0%
Term Length (in Years)	30	Term Length (in Years)	30
<b>AVG YEARLY Payments</b>	<b>\$ 369,215.30</b>	<b>AVG YEARLY Payments</b>	<b>\$ 438,964.99</b>
<b>TOTAL Payments \$ 11,076,458.86</b>		<b>TOTAL Payments \$ 13,168,949.75</b>	
		Cash Investment	\$ 3,000,000.00
		<b>TOTAL Investment</b>	<b>\$ 16,168,949.75</b>

As reflected in the chart below the buy down option will provide CONFIRE with a new center and maintain the existing geographically separated Hesperia Center at a modest increase.



**3.1.2 Benefits**

- Ultramodern center
- Plenty of parking
- County believes that NG911 and technology will create a better 911 service for the County
- County wants to ensure technology continues to meet the needs of the San Bernardino

- Sleeping quarters for staff to utilize when working extra shifts
- Plenty of floor space
- Dedicated training space
- If both agencies are having radio issues, efficiency for the radio technician to come to one physical building
- Working in the same building, they would have the ability to walk over and talk directly with the Sheriff department, instead of having to use the intercom or phone
- Square footage will meet current and future needs
- County EOC will be in the same building with dispatch center

### 3.1.3 Issues

- Having to ask for permission to make changes in your space, or shared spaces
- No amenities located in the surrounding area for employees to get food etc.
- Security concerns of facility location
- Concerns about internet connectivity
- Based upon current interactions between CONFIRE and the Sheriff, it is unclear if co-location will provide operational benefits

### 3.1.3 VCC Space Considerations

- Noise in the center – there needs to be sound division /wall between the Sheriff and CONFIRE due to the command-and-control voice that might be needed on a call
- There needs to be a solid wall to hang large monitors, security cameras
- Having to put in a work order, wait for approval, pay the County, and wait weeks for work to be completed
- Utilization of training room – must set up schedule when to use it
- Distance from the floor to the main break room should be revisited
- Kitchen area on the third floor is small, employees have to go to first floor to use oven
- Location of the two quiet rooms is not ideal
  - located in the middle of the two conference rooms
  - located next to Captain's office on Sheriff side
- No lounging area for employees to go and unwind / destress
- Fear other agency can opt out of CONFIRE, which would cause financial issues with remaining agencies

### 3.2 Option #2 Expand Rialto Facility

When it comes to building your own center, you have the ability to design this building to meet your needs, vision, and plan for future growth. There will be a fixed cost for the duration of the mortgage and the current CIP money (three million dollars) CONFIRE has can be put towards the purchase of property or construction of a center thus reducing your initial cost. As the property owner, you will not have to wait for issues to be resolved, you are in control.

After the completion of the new VCC building, the County is planning to liquidate or repurpose several county owned buildings. This may provide CONFIRE the opportunity to purchase one these properties. There are several viable alternatives available if the County sells the three existing buildings in Rialto, currently occupied by CONFIRE, Sheriff’s dispatchers and EOC staff.

#### Alternative A

Purchase the property outline in yellow in the graphic below. The buildings in red will be demolished to allow for a new CONFIRE Dispatch Center to be built. Operations will continue out of the existing CONFIRE building during construction. Once the new Center is complete, the existing CONFIRE building will be demolished to make way for additional parking. The new Center will be a single story of approximately 10,000 square feet.

#### Alternative B

Purchase the property outline in yellow in the graphic below. Assess the buildings in red to determine if either building is suitable to be renovated as a larger Center. The building not chosen will be demolished. Operations will continue out of the existing CONFIRE building during construction. Once the renovated Center is complete, the existing CONFIRE building will be demolished to make way for additional parking. The renovated Center will be a single story of approximately 10,000 square feet.



### 3.1 Costs

The tables below provide a high-level construction budget and financing costs for Option 2, Alternative A.

OPTION 2 New Facility (Alternative A)				
Preliminary Budget Estimate				
Hard Costs:	SF	Cost	Unit	Total
<b>Construction</b>				
Operations Building One Story	10,000	\$1,100	SF	\$ 11,000,000
<b>Site Work</b>		Included		
Demolition Existing Buildings (No HazMat)	15,000	\$15	SF	\$ 225,000
Technology			LS	\$ 500,000
Tower			LS	\$ -
<b>Furniture, Fixtures and Equipment (FF&amp;E)</b>				
Consoles	20	\$20,000		\$ 400,000
Office Furniture (Not Including Dispatch)	5,000	\$10	SF	\$ 50,000
<b>Hard Costs Subtotal</b>				<b>\$ 12,175,000</b>
Soft Costs:	SF	Cost	Unit	Total
A/E Fees		9.5 %		\$ 1,045,000
FFE Fees		6.0 %		\$ 27,000
CM Fees			LS	\$ -
Technology Integration/Implementation		\$10		\$ 50,000
Earthquake Resilient Design Fee		1.0 %		\$ 110,000
Owner's Design Contingency		5 %		\$ 608,750
HVAC Commissioning				\$ -
Materials Testing			LS	\$ 60,000
Permits/Utility Connection Fees			LS	\$ 50,000
Geotechnical Study			LS	\$ 20,000
Boundary and Topographic Survey			LS	\$ 10,000
Environmental Monitoring			LS	\$ -
Energy Modeling			LS	\$ -
<b>Soft Costs Subtotal</b>				<b>\$ 1,980,750</b>
Owner's Purchase of Building/Site				\$ 2,000,000
Owner's Construction Contingency		5 %		\$ 608,750
<b>Owner's Construction Contingency/Escalation Subtotal</b>				<b>\$ 2,608,750</b>
<b>TOTAL BUDGET</b>				<b>\$ 16,764,500</b>

Rialto Financing Information	Option 2 Rialto New Facility
Total Budget	\$ 16,764,500.00
Cash Investment	\$ 3,000,000.00
Loan Amount	\$ 13,764,500.00
Annual Interest Rate	3.66%
Term Length (in Years)	30
First Payment Date	1/1/25
Compound Period	Monthly
Payment Frequency	Monthly
<b>Monthly Payment</b>	<b>\$ 63,044.65</b>
Yearly Property Taxes	\$ 8,801.36
Direct Costs	8,320.00
<b>PITI Payment</b>	<b>\$ 80,166.01</b>
<b>YEARLY Payments</b>	<b>\$ 961,992.15</b>
<b>Hesperia Leasing Information</b>	<b>\$ 5,741,476.01</b>
<b>TOTAL Payments</b>	<b>\$ 28,859,764.50</b>
<b>TOTAL Investment</b>	<b>\$ 31,859,764.50</b>



The tables below provide a high-level construction budget and financing costs for Option 2, Alternative B.

OPTION 2 Renovate Facility				
Preliminary Budget Estimate				
<b>Hard Costs:</b>				
	SF	Cost	Unit	Total
Construction				
Operations Building One Story	10,000	\$900 SF		\$ 9,000,000
Site Work		Included		
Demolition Existing Buildings (No HazMat)	15,000	\$15 SF		\$ 225,000
Technology			LS	\$ 500,000
Tower			LS	\$ -
Furniture, Fixtures and Equipment (FF&E)				
Consoles	20	\$20,000		\$ 400,000
Office Furniture (Not Including Dispatch)	5,000	\$10 SF		\$ 50,000
<b>Hard Costs Subtotal</b>				<b>\$ 10,175,000</b>
<b>Soft Costs:</b>				
	SF	Cost	Unit	Total
A/E Fees		10.5 %		\$ 945,000
FFE Fees		6.0 %		\$ 27,000
CM Fees			LS	\$ -
Technology Integration/Implementation		\$10 %		\$ 50,000
Earthquake Resilient Design Fee		1.0 %		\$ 90,000
Owner's Design Contingency		5 %		\$ 508,750
HVAC Commissioning				\$ -
Materials Testing			LS	\$ 30,000
Permits/Utility Connection Fees			LS	\$ 25,000
Geotechnical Study			LS	\$ -
Boundary and Topographic Survey			LS	\$ -
Environmental Monitoring			LS	\$ -
Energy Modeling			LS	\$ -
<b>Soft Costs Subtotal</b>				<b>\$ 1,675,750</b>
Owner's Purchase of Building/Site				\$ 2,000,000
Owner's Construction Contingency		7 %		\$ 712,250
<b>Owner's Construction Contingency/Escalation Subtotal</b>				<b>\$ 2,712,250</b>
<b>TOTAL BUDGET</b>				<b>\$ 14,563,000</b>

Rialto Financing Information	Option 2 Rialto Renovate Facility
Total Budget	\$ 14,563,000.00
Cash Investment	\$ 3,000,000.00
Loan Amount	\$ 11,563,000.00
Annual Interest Rate	3.66%
Term Length (in Years)	30
First Payment Date	1/1/25
Compound Period	Monthly
Payment Frequency	Monthly
<b>Monthly Payment</b>	<b>\$ 52,961.26</b>
Yearly Property Taxes	\$ 7,645.58
Direct Costs	8,320.00
<b>PITI Payment</b>	<b>\$ 68,926.84</b>
<b>YEARLY Payments</b>	<b>\$ 827,122.02</b>
Hesperia Leasing Information	\$ 5,741,476.01
<b>TOTAL Payments</b>	<b>\$ 24,813,660.60</b>
<b>TOTAL Investment</b>	<b>\$ 27,813,660.60</b>

### 3.2.2 Benefits

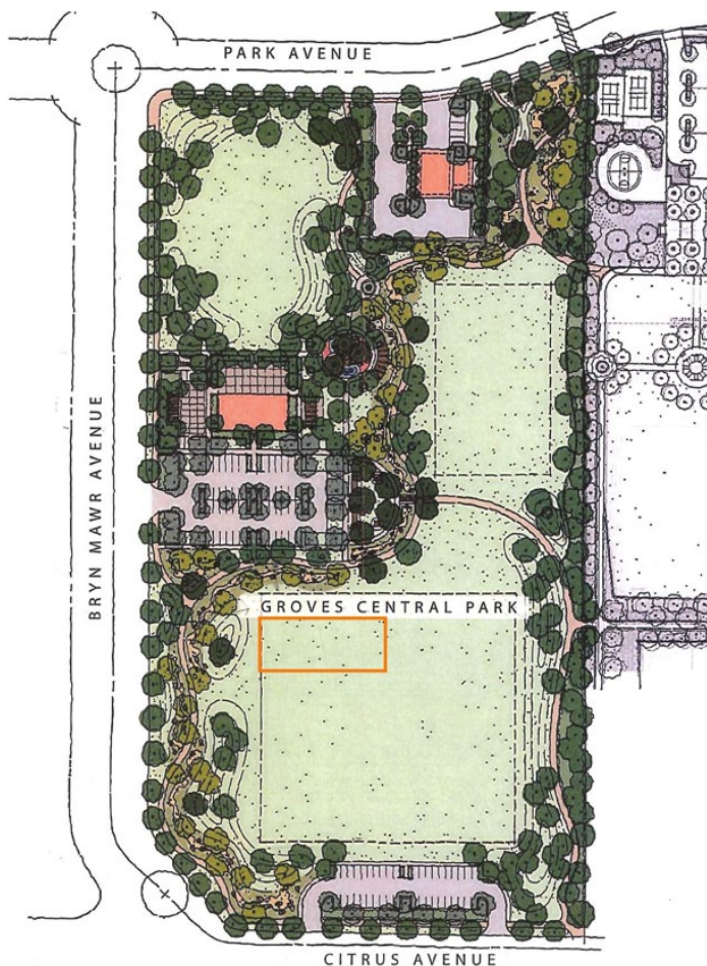
- Ultramodern center
- Plenty of parking
- Space, support staff, and supply a modern dispatch center to meet their needs now and in the future
- Utilize the existing tower
- Investing \$3,000,000 as a down payment will reduce costs

### 3.2.3 Issues

- Project management associated with major construction
- Property purchase may exceed the \$2,000,000 budget allowance
- County may not choose to sell the property to CONFIRE
- Initial cost to build / renovate is high
- Financing costs are high
- Real estate taxes are high
- Seismic requirements will be significant
- Schedule may be longer than VCC

### 3.3 Option #3 New Facility in Loma Linda

The City of Loma Linda has available property located near a new Fire Station they are building. Significant infrastructure, including the latest and greatest high-speed fiber has been developed in this area. There are business/restaurants around the area for the employees' convenience. Loma Linda has stated they are willing to make this property available to CONFIRE at no cost. The new Center will be a single story of approximately 10,000 square feet.



This modality can be used with any jurisdiction that may have a desire to offer property or space to CONFIRE.

### 3.3.1 Costs

The tables below provide a high-level construction budget and financing costs for Option 3.

OPTION 3 New Facility in Loma Linda Preliminary Budget Estimate				
Hard Costs:				
	SF	Cost	Unit	Total
Construction				
Operations Building One Story	10,000	\$1,100	SF	\$ 11,000,000
Site Work		Included		
Demolition			SF	\$ -
Technology			LS	\$ 500,000
Tower			LS	\$ 250,000
Furniture, Fixtures and Equipment (FF&E)				
Consoles	20	\$20,000		\$ 400,000
Office Furniture (Not Including Dispatch)	5,000	\$10	SF	\$ 50,000
<b>Hard Costs Subtotal</b>				<b>\$ 12,200,000</b>
Soft Costs:				
	SF	Cost	Unit	Total
AE Fees		9.5 %		\$ 1,045,000
FFE Fees		6.0 %		\$ 27,000
CM Fees			LS	\$ -
Technology Integration/Implementation		\$10 %		\$ 75,000
Earthquake Resilient Design Fee		1.0 %		\$ 110,000
Owner's Design Contingency		5 %		\$ 610,000
HVAC Commissioning				\$ -
Materials Testing			LS	\$ 60,000
Permits/Utility Connection Fees			LS	\$ 50,000
Geotechnical Study			LS	\$ 20,000
Boundary and Topographic Survey			LS	\$ 10,000
Environmental Monitoring			LS	\$ -
Energy Modeling			LS	\$ -
<b>Soft Costs Subtotal</b>				<b>\$ 2,007,000</b>
Owner's Purchase of Building/Site				\$ -
Owner's Construction Contingency		5 %		\$ 610,000
<b>Owner's Construction Contingency/Escalation Subtotal</b>				<b>\$ 610,000</b>
<b>TOTAL BUDGET</b>				<b>\$ 14,817,000</b>

Rialto Financing Information	Option 3 New Facility Loma Linda
Total Budget	\$ 14,817,000.00
Cash Investment	\$ 3,000,000.00
Loan Amount	\$ 11,817,000.00
Annual Interest Rate	3.66%
Term Length (in Years)	30
First Payment Date	1/1/25
Compound Period	Monthly
Payment Frequency	Monthly
<b>Monthly Payment</b>	<b>\$ 54,124.64</b>
Yearly Property Taxes	\$ 7,778.93
Direct Costs	8,320.00
<b>PITI Payment</b>	<b>\$ 70,223.57</b>
<b>YEARLY Payments</b>	<b>\$ 842,682.78</b>
<b>Hesperia Leasing Information</b>	<b>\$ 5,741,476.01</b>
<b>TOTAL Payments</b>	<b>\$ 25,280,483.40</b>
<b>TOTAL Investment</b>	<b>\$ 28,280,483.40</b>

### 3.3.2 Benefits

- Ultramodern center
- Plenty of parking
- Space, support staff, and supply a modern dispatch center to meet their needs now and in the future
- Amenities in the immediate area
- Investing \$3,000,000 as a down payment will reduce costs
- Loma Linda may entertain building the Center to lease back to CONFIRE

### 3.3.3 Issues

- Project management associated with major construction
- Initial cost to build is high
- Schedule may be longer than VCC
- If Loma Lind leases to CONFIRE the costs are not currently known

### 3.4 Option #4 New Facility Unknown Location

Depending on where you want to build, the cost of land can be a significant factor in your budget. Currently a plot of land has not been identified for this option. A new Center should be a single-story building of at least 10,000 square feet. It is recommended the location have a minimum of 2.5 acres and the ability to implement the necessary security for your employees.

#### 3.4.1 Costs

The tables below provide a high-level construction budget and financing costs for Option 4.

OPTION 4 New Facility in Unknown Location				
Preliminary Budget Estimate				
Hard Costs:	SF	Cost	Unit	Total
Construction				
Operations Building One Story	10,000	\$1,100	SF	\$ 11,000,000
Site Work		Included		
Demolition			SF	\$ -
Technology			LS	\$ 500,000
Tower			LS	\$ 250,000
Furniture, Fixtures and Equipment (FF&E)				
Consoles	20	\$20,000		\$ 400,000
Office Furniture (Not Including Dispatch)	5,000	\$10	SF	\$ 50,000
<b>Hard Costs Subtotal</b>				<b>\$ 12,200,000</b>
Soft Costs:	SF	Cost	Unit	Total
A/E Fees		9.5 %		\$ 1,045,000
FFE Fees		6.0 %		\$ 27,000
CM Fees			LS	\$ -
Technology Integration/Implementation		\$10 %		\$ 75,000
Earthquake Resilient Design Fee		1.0 %		\$ 110,000
Owner's Design Contingency		5 %		\$ 610,000
HVAC Commissioning				\$ -
Materials Testing			LS	\$ 60,000
Permits/Utility Connection Fees			LS	\$ 50,000
Geotechnical Study			LS	\$ 20,000
Boundary and Topographic Survey			LS	\$ 10,000
Environmental Monitoring			LS	\$ -
Energy Modeling			LS	\$ -
<b>Soft Costs Subtotal</b>				<b>\$ 2,007,000</b>
Owner's Purchase of Building/Site				\$ 2,000,000
Owner's Construction Contingency		5 %		\$ 610,000
<b>Owner's Construction Contingency/Escalation Subtotal</b>				<b>\$ 2,610,000</b>
<b>TOTAL BUDGET</b>				<b>\$ 16,817,000</b>

Rialto Financing Information	Option 4 New Facility Unknown Location
Total Budget	\$ 16,817,000.00
Cash Investment	\$ 3,000,000.00
Loan Amount	\$ 13,817,000.00
Annual Interest Rate	3.66%
Term Length (in Years)	30
First Payment Date	1/1/25
Compound Period	Monthly
Payment Frequency	Monthly
<b>Monthly Payment</b>	<b>\$ 63,285.11</b>
<b>Yearly Property Taxes</b>	
Yearly Property Taxes	\$ 8,828.93
Direct Costs	8,320.00
<b>PITI Payment</b>	<b>\$ 80,434.04</b>
<b>YEARLY Payments</b>	
<b>YEARLY Payments</b>	<b>\$ 965,208.42</b>
<b>Hesperia Leasing Information</b>	
<b>Hesperia Leasing Information</b>	<b>\$ 5,741,476.01</b>
<b>TOTAL Payments</b>	
<b>TOTAL Payments</b>	<b>\$ 28,956,252.60</b>
<b>TOTAL Investment</b>	
<b>TOTAL Investment</b>	<b>\$ 31,956,252.60</b>

### 3.4.2 Benefits

- Ultramodern center
- Plenty of parking
- Space, support staff, and supply a modern dispatch center to meet their needs now and in the future
- Amenities in the immediate area
- Investing \$3,000,000 as a down payment will reduce costs

### 3.4.3 Issues

- Project management associated with major construction
- Initial cost to build
- Schedule may be longer than VCC
- Responsible for any maintenance cost that occurs

## Appendix A Existing Rialto Lease Payments

Existing Rialto Lease Payments				
YEAR	PAYMENT	YEARLY INCREASE	AMOUNT	TOTAL
2022	\$93,211.92	3.5%	\$3,262.42	\$96,474.34
2023	\$96,474.34	3.5%	\$3,376.60	\$99,850.94
2024	\$99,850.94	3.5%	\$3,494.78	\$103,345.72
<b>2025</b>	<b>\$103,345.72</b>	3.5%	\$3,617.10	\$106,962.82
2026	\$106,962.82	3.5%	\$3,743.70	\$110,706.52
2027	\$110,706.52	3.5%	\$3,874.73	\$114,581.25
2028	\$114,581.25	3.5%	\$4,010.34	\$118,591.59
2029	\$118,591.59	3.5%	\$4,150.71	\$122,742.30
2030	\$122,742.30	3.5%	\$4,295.98	\$127,038.28
2031	\$127,038.28	3.5%	\$4,446.34	\$131,484.62
2032	\$131,484.62	3.5%	\$4,601.96	\$136,086.58
2033	\$136,086.58	3.5%	\$4,763.03	\$140,849.61
2034	\$140,849.61	3.5%	\$4,929.74	\$145,779.35
2035	\$145,779.35	3.5%	\$5,102.28	\$150,881.62
2036	\$150,881.62	3.5%	\$5,280.86	\$156,162.48
2037	\$156,162.48	3.5%	\$5,465.69	\$161,628.17
2038	\$161,628.17	3.5%	\$5,656.99	\$167,285.15
2039	\$167,285.15	3.5%	\$5,854.98	\$173,140.13
2040	\$173,140.13	3.5%	\$6,059.90	\$179,200.04
2041	\$179,200.04	3.5%	\$6,272.00	\$185,472.04
2042	\$185,472.04	3.5%	\$6,491.52	\$191,963.56
2043	\$191,963.56	3.5%	\$6,718.72	\$198,682.29
2044	\$198,682.29	3.5%	\$6,953.88	\$205,636.17
2045	\$205,636.17	3.5%	\$7,197.27	\$212,833.43
2046	\$212,833.43	3.5%	\$7,449.17	\$220,282.60
2047	\$220,282.60	3.5%	\$7,709.89	\$227,992.49
2048	\$227,992.49	3.5%	\$7,979.74	\$235,972.23
2049	\$235,972.23	3.5%	\$8,259.03	\$244,231.26
2050	\$244,231.26	3.5%	\$8,548.09	\$252,779.35
2051	\$252,779.35	3.5%	\$8,847.28	\$261,626.63
2052	\$261,626.63	3.5%	\$9,156.93	\$270,783.56
2053	\$270,783.56	3.5%	\$9,477.42	\$280,260.99
2054	\$280,260.99			
<b>TOTAL</b>	<b>\$5,334,982.85</b>			



## Appendix B Existing Hesperia Lease Payments

Existing Hesperia Lease Payments				
YEAR	PAYMENT	YEARLY INCREASE	AMOUNT	TOTAL
2022	\$100,314.10	3.5%	\$3,510.99	\$103,825.09
2023	\$103,825.09	3.5%	\$3,633.88	\$107,458.97
2024	\$107,458.97	3.5%	\$3,761.06	\$111,220.04
<b>2025</b>	<b>\$111,220.04</b>	3.5%	\$3,892.70	\$115,112.74
2026	\$115,112.74	3.5%	\$4,028.95	\$119,141.68
2027	\$119,141.68	3.5%	\$4,169.96	\$123,311.64
2028	\$123,311.64	3.5%	\$4,315.91	\$127,627.55
2029	\$127,627.55	3.5%	\$4,466.96	\$132,094.51
2030	\$132,094.51	3.5%	\$4,623.31	\$136,717.82
2031	\$136,717.82	3.5%	\$4,785.12	\$141,502.95
2032	\$141,502.95	3.5%	\$4,952.60	\$146,455.55
2033	\$146,455.55	3.5%	\$5,125.94	\$151,581.49
2034	\$151,581.49	3.5%	\$5,305.35	\$156,886.84
2035	\$156,886.84	3.5%	\$5,491.04	\$162,377.88
2036	\$162,377.88	3.5%	\$5,683.23	\$168,061.11
2037	\$168,061.11	3.5%	\$5,882.14	\$173,943.25
2038	\$173,943.25	3.5%	\$6,088.01	\$180,031.26
2039	\$180,031.26	3.5%	\$6,301.09	\$186,332.36
2040	\$186,332.36	3.5%	\$6,521.63	\$192,853.99
2041	\$192,853.99	3.5%	\$6,749.89	\$199,603.88
2042	\$199,603.88	3.5%	\$6,986.14	\$206,590.01
2043	\$206,590.01	3.5%	\$7,230.65	\$213,820.67
2044	\$213,820.67	3.5%	\$7,483.72	\$221,304.39
2045	\$221,304.39	3.5%	\$7,745.65	\$229,050.04
2046	\$229,050.04	3.5%	\$8,016.75	\$237,066.79
2047	\$237,066.79	3.5%	\$8,297.34	\$245,364.13
2048	\$245,364.13	3.5%	\$8,587.74	\$253,951.88
2049	\$253,951.88	3.5%	\$8,888.32	\$262,840.19
2050	\$262,840.19	3.5%	\$9,199.41	\$272,039.60
2051	\$272,039.60	3.5%	\$9,521.39	\$281,560.98
2052	\$281,560.98	3.5%	\$9,854.63	\$291,415.62
2053	\$291,415.62	3.5%	\$10,199.55	\$301,615.17
2054	\$301,615.17			
<b>TOTAL</b>	<b>\$5,741,476.01</b>			

## Appendix C Combined Rialto/Hesperia Centers

Combined Rialto / Hesperia Centers				
YEAR	PAYMENT	YEARLY INCREASE	AMOUNT	TOTAL
2022	\$193,526.02	3.5%	\$6,773.41	\$200,299.43
2023	\$200,299.43	3.5%	\$7,010.48	\$207,309.91
2024	\$207,309.91	3.5%	\$7,255.85	\$214,565.76
<b>2025</b>	<b>\$214,565.76</b>	3.5%	\$7,509.80	\$222,075.56
2026	\$222,075.56	3.5%	\$7,772.64	\$229,848.20
2027	\$229,848.20	3.5%	\$8,044.69	\$237,892.89
2028	\$237,892.89	3.5%	\$8,326.25	\$246,219.14
2029	\$246,219.14	3.5%	\$8,617.67	\$254,836.81
2030	\$254,836.81	3.5%	\$8,919.29	\$263,756.10
2031	\$263,756.10	3.5%	\$9,231.46	\$272,987.56
2032	\$272,987.56	3.5%	\$9,554.56	\$282,542.13
2033	\$282,542.13	3.5%	\$9,888.97	\$292,431.10
2034	\$292,431.10	3.5%	\$10,235.09	\$302,666.19
2035	\$302,666.19	3.5%	\$10,593.32	\$313,259.51
2036	\$313,259.51	3.5%	\$10,964.08	\$324,223.59
2037	\$324,223.59	3.5%	\$11,347.83	\$335,571.42
2038	\$335,571.42	3.5%	\$11,745.00	\$347,316.42
2039	\$347,316.42	3.5%	\$12,156.07	\$359,472.49
2040	\$359,472.49	3.5%	\$12,581.54	\$372,054.03
2041	\$372,054.03	3.5%	\$13,021.89	\$385,075.92
2042	\$385,075.92	3.5%	\$13,477.66	\$398,553.58
2043	\$398,553.58	3.5%	\$13,949.38	\$412,502.95
2044	\$412,502.95	3.5%	\$14,437.60	\$426,940.56
2045	\$426,940.56	3.5%	\$14,942.92	\$441,883.47
2046	\$441,883.47	3.5%	\$15,465.92	\$457,349.40
2047	\$457,349.40	3.5%	\$16,007.23	\$473,356.62
2048	\$473,356.62	3.5%	\$16,567.48	\$489,924.11
2049	\$489,924.11	3.5%	\$17,147.34	\$507,071.45
2050	\$507,071.45	3.5%	\$17,747.50	\$524,818.95
2051	\$524,818.95	3.5%	\$18,368.66	\$543,187.61
2052	\$543,187.61	3.5%	\$19,011.57	\$562,199.18
2053	\$562,199.18	3.5%	\$19,676.97	\$581,876.15
2054	\$581,876.15			
<b>TOTAL</b>	<b>\$11,076,458.86</b>			

## Appendix D VCC Proposed Lease Costs – No buy down

Proposed Square Feet	16,082	
Proposed Charge per Square Foot	\$1.22	per month
Additional Rack Space Charge	\$35,508	per year
Initial investment	\$0	

No Buy Down with 3% yearly increase				
YEAR	PAYMENT	YEARLY INCREASE	AMOUNT	TOTAL
2022	\$270,948.48	3%	\$8,128.45	\$279,076.93
2023	\$279,076.93	3%	\$8,372.31	\$287,449.24
2024	\$287,449.24	3%	\$8,623.48	\$296,072.72
<b>2025</b>	<b>\$296,072.72</b>	3%	\$8,882.18	\$304,954.90
2026	\$304,954.90	3%	\$9,148.65	\$314,103.55
2027	\$314,103.55	3%	\$9,423.11	\$323,526.65
2028	\$323,526.65	3%	\$9,705.80	\$333,232.45
2029	\$333,232.45	3%	\$9,996.97	\$343,229.43
2030	\$343,229.43	3%	\$10,296.88	\$353,526.31
2031	\$353,526.31	3%	\$10,605.79	\$364,132.10
2032	\$364,132.10	3%	\$10,923.96	\$375,056.06
2033	\$375,056.06	3%	\$11,251.68	\$386,307.75
2034	\$386,307.75	3%	\$11,589.23	\$397,896.98
2035	\$397,896.98	3%	\$11,936.91	\$409,833.89
2036	\$409,833.89	3%	\$12,295.02	\$422,128.90
2037	\$422,128.90	3%	\$12,663.87	\$434,792.77
2038	\$434,792.77	3%	\$13,043.78	\$447,836.55
2039	\$447,836.55	3%	\$13,435.10	\$461,271.65
2040	\$461,271.65	3%	\$13,838.15	\$475,109.80
2041	\$475,109.80	3%	\$14,253.29	\$489,363.09
2042	\$489,363.09	3%	\$14,680.89	\$504,043.99
2043	\$504,043.99	3%	\$15,121.32	\$519,165.31
2044	\$519,165.31	3%	\$15,574.96	\$534,740.27
2045	\$534,740.27	3%	\$16,042.21	\$550,782.47
2046	\$550,782.47	3%	\$16,523.47	\$567,305.95
2047	\$567,305.95	3%	\$17,019.18	\$584,325.13
2048	\$584,325.13	3%	\$17,529.75	\$601,854.88
2049	\$601,854.88	3%	\$18,055.65	\$619,910.53
2050	\$619,910.53	3%	\$18,597.32	\$638,507.84
2051	\$638,507.84	3%	\$19,155.24	\$657,663.08
2052	\$657,663.08	3%	\$19,729.89	\$677,392.97
2053	\$677,392.97	3%	\$20,321.79	\$697,714.76
2054	\$697,714.76			
<b>TOTAL</b>	<b>\$14,085,782.72</b>			


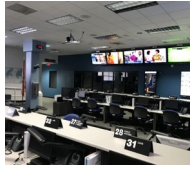

## Appendix E VCC Proposed Lease Costs – With buy down

Proposed Square Feet	16,082	
Proposed Charge per Square Foot	\$0.71	per month
Additional Rack Space Charge	\$35,508	per year
Initial investment	\$3,000,000	

Three Million Dollar deposit with 2% yearly increase				
YEAR	PAYMENT	YEARLY INCREASE	AMOUNT	TOTAL
2022	\$172,526.64	2%	\$3,450.53	\$175,977.17
2023	\$175,977.17	2%	\$3,519.54	\$179,496.72
2024	\$179,496.72	2%	\$3,589.93	\$183,086.65
<b>2025</b>	<b>\$183,086.65</b>	2%	\$3,661.73	\$186,748.38
2026	\$186,748.38	2%	\$3,734.97	\$190,483.35
2027	\$190,483.35	2%	\$3,809.67	\$194,293.02
2028	\$194,293.02	2%	\$3,885.86	\$198,178.88
2029	\$198,178.88	2%	\$3,963.58	\$202,142.46
2030	\$202,142.46	2%	\$4,042.85	\$206,185.31
2031	\$206,185.31	2%	\$4,123.71	\$210,309.01
2032	\$210,309.01	2%	\$4,206.18	\$214,515.19
2033	\$214,515.19	2%	\$4,290.30	\$218,805.50
2034	\$218,805.50	2%	\$4,376.11	\$223,181.61
2035	\$223,181.61	2%	\$4,463.63	\$227,645.24
2036	\$227,645.24	2%	\$4,552.90	\$232,198.14
2037	\$232,198.14	2%	\$4,643.96	\$236,842.11
2038	\$236,842.11	2%	\$4,736.84	\$241,578.95
2039	\$241,578.95	2%	\$4,831.58	\$246,410.53
2040	\$246,410.53	2%	\$4,928.21	\$251,338.74
2041	\$251,338.74	2%	\$5,026.77	\$256,365.51
2042	\$256,365.51	2%	\$5,127.31	\$261,492.82
2043	\$261,492.82	2%	\$5,229.86	\$266,722.68
2044	\$266,722.68	2%	\$5,334.45	\$272,057.13
2045	\$272,057.13	2%	\$5,441.14	\$277,498.27
2046	\$277,498.27	2%	\$5,549.97	\$283,048.24
2047	\$283,048.24	2%	\$5,660.96	\$288,709.20
2048	\$288,709.20	2%	\$5,774.18	\$294,483.39
2049	\$294,483.39	2%	\$5,889.67	\$300,373.06
2050	\$300,373.06	2%	\$6,007.46	\$306,380.52
2051	\$306,380.52	2%	\$6,127.61	\$312,508.13
2052	\$312,508.13	2%	\$6,250.16	\$318,758.29
2053	\$318,758.29	2%	\$6,375.17	\$325,133.46
2054	\$325,133.46			
<b>TOTAL</b>	<b>\$7,427,473.74</b>			

## Appendix F

PROJECT	Raleigh Central Comm. Center Raleigh, NC	Kentucky Emergency Ops Center Frankfort, KY	San Mateo Regional Operations Center Redwood City, CA	Inland Empire Traffic Management Center Fontana, CA
				
Multi Agency Police Fire EMS Combined	Combined	Military Affairs KY Emergency Management	Combined	California Highway Patrol, Cal Trans
Overall Acreage	9.95 Acres	~1 Acre	> 1 Acre Urban	7.3 Acres
Emergency Communications Center (PSAP)	Yes	No	Yes	No
Emergency Operations Center	Yes	Yes	Yes	No
Traffic Management Center	Yes	No	No	Yes
Training Functions	Classrooms, Live Training	Classrooms	Live Training, Large Training,	Classroom, Training
Data Center	Primary City Data (Tier 3)	Yes	Yes	Yes
Tower (ht)	Yes (300 ft)	Yes Existing	Antenna Farm	Yes (125 ft)
Construction Value	\$60M	\$8.4M	\$31.5M	\$28.9M
Year Complete	2016	2013	2019	2010
Building Square Footage	101,240 SF / 5,840 SF Ancillary	20,000 SF	37,000 SF	43,000 SF
Resiliency Threat / Back Up Days	Hurricane / Tornado / 3-5 Days	Tornado / Chemical Stockpile / 3 Days	High Earthquake BRBF / 3 Days	High Earthquake Base Isolated / 3 Days
Other Features	Secure Outdoor Staff Break	Operations Center Addition to Existing	Urban - Large Community Room	Part of CalTran Campus
ESF Positions / Dispatch Positions	35 ESF / 58 Dispatchers	60 ESF	50 ESF / 22 Dispatchers	20 Dispatchers
Parking	On Grade Secure 276 Spaces	Campus Parking	Adjacent City Garage	On Grade Secure
Sustainability	LEED Silver	Sustainable Principles	LEED Gold	LEED Gold

PROJECT	Leon Co/Tallahassee Public Safety Ops Ctr <i>Tallahassee, FL</i>	Utah Valley Emerg Comm Center <i>Spanish Fork, UT</i>	Integrated Command + Communication Ctr <i>Miami-Dade Co, FL</i>	Pennsylvania Emerg Ops Center <i>Harrisburg, PA</i>
				
<b>Multi Agency Police Fire EMS Combined</b>	Combined	Combined	Combined + EMS	PEMA, PennDOT, State Police, DHS
<b>Overall Acreage</b>	~10 Acres	2.6 Acres	12 Acres	29.57 Acres
<b>Emergency Communications Center (PSAP)</b>	Yes	Yes	Yes	No
<b>Emergency Operations Center</b>	Yes	No	Yes	Yes
<b>Traffic Management Center</b>	Yes	No	Yes Transit Ops	Yes Statewide, District 8
<b>Training Functions</b>	Live Training, Classrooms	Training Room, Live Training	Classrooms, Live Training, Large Training	Classrooms, Training Room
<b>Data Center</b>	City Data Center	9-1-1 Center	Existing	Large Data Center (Tier 3)
<b>Tower (ht)</b>	Separate Location	Yes (125 ft)	Yes (300 ft)	Yes (150 ft)
<b>Construction Value</b>	\$30M	\$5.5M	\$165M	\$40M
<b>Year Complete</b>	2013	2016	2024	2016
<b>Building Square Footage</b>	69,000 SF / 22,600 SF Ancillary Bldg	12,868 SF	Addition 108,700 SF Fit Out 109,00 SF	132,448 SF/22,985 SF Ancillary Bldg
<b>Resiliency Threat / Back Up Days</b>	Hurricane /Tornado / 3 Days	Earthquake Moment Frame / 3 Days	High Hurricane / 3 Days	Tornado / 3 Days
<b>Other Features</b>	Large Traffic Management Center	Part of Sheriff Campus	Addition and Fit Out Shell Space / Cafeteria	Governor Suite / Campus Plan
<b>ESF Positions / Dispatch Positions</b>	44 ESF/44 Dispatchers	18 Dispatchers	70 ESF (20) / 42 Fire Dispatchers	27 Staff / 88 ESF
<b>Parking</b>	On Grade Secure, 223 Spaces	On Grade Secure 50 Spaces	12 Story Garage 1,350 Spaces	On Grade Secure 400/ Public 75
<b>Sustainability</b>	Sustainable Principles	Sustainable Principles	LEED Silver (Planned)	LEED Certified

## Appendix G Cost Comparison

### Public Safety Operations Center (PSOC) Cost Comparison

Project /Location	Size	Cost	Cost/sf	Historical Cost index when built	Sq Ft Cost Adjusted for San Bernardino 2024
Miami Dade Integrated Command and Communication Center, FL Renov and Addition	217,800	\$ 165,000,000	\$ 757.58	97.0	\$ 2,503.51
Los Angeles EOC, CA	36,000	\$ 22,000,000	\$ 611.11	119.0	\$ 1,646.15
Denco 911, TX	10,118	\$ 5,361,000	\$ 529.85	170.7	\$ 994.98
Cumberland County Emergency Services Center, NC Renov	17,900	\$ 6,500,000	\$ 363.13	129.4	\$ 899.54
Utah Valley Dispatch, UT	12,868	\$ 5,500,000	\$ 427.42	184.7	\$ 741.79
Henrico ECC, Richmond, VA			\$ 123.00	98.8	\$ 399.06
San Mateo Co ROC, CA	37,000	\$ 31,500,000	\$ 851.35	253.7	\$ 1,075.68
Virginia Beach Emergency Communication & Operations Center	25,700	\$ 7,083,000	\$ 275.60	110.2	\$ 801.67
Inland Empire Transportation Management, CA	46,310	\$ 25,000,000	\$ 539.84	193.1	\$ 896.15
Lexington KY PSOC	46,000	\$ 17,000,000	\$ 369.57	160.7	\$ 737.18
Commonwealth of Kentucky EOC	26,150	\$ 8,326,000	\$ 318.39	174.8	\$ 583.87
Pennsylvania Emergency Management (PEMA)	149,398	\$ 46,750,159	\$ 312.92	191.4	\$ 524.07
Raleigh CCC, NC	112,324	\$ 49,434,547	\$ 440.11	157.4	\$ 896.29
Leon County Tallahassee, FL PSOB	91,600	\$ 29,994,543	\$ 327.45	160.9	\$ 652.36
<b>Average Building and Site Cost per SF of Building</b>					\$ 953.74
<b>Construction Cost Increase for Earthquake Resistance</b>			15%		\$ 143.06
<b>Average Building and Site Cost for CONFIRE</b>					\$ 1,096.80