

CONTRA COSTA COUNTY

Administration Building | 1025 Escobar St., Martinez, CA



AGENDA

Tuesday, April 15, 2025

1:00 PM

FIRE PROTECTION DISTRICT

Board of Directors

CANDACE ANDERSEN, CHAIR

JOHN GIOIA

DIANE BURGIS, VICE CHAIR

KEN CARLSON

SHANELLE SCALES-PRESTON

LEWIS BROSCHARD, FIRE CHIEF, (925) 941-3300

**MONICA NINO, COUNTY ADMINISTRATOR AND CLERK OF THE
BOARD OF SUPERVISORS, (925) 655-2075**

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov. Meetings of the Board are closed-captioned in real time.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 888-278-0254 followed by the access code 843298#. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: <https://cccounty-us.zoom.us/j/89586041575>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000. A Spanish language interpreter is available to assist Spanish-speaking callers. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

1:00 P.M. Convene and call to order

1. **CONSIDER CONSENT ITEMS (Items listed as C.1 through C.9 on the following agenda)**
– Items are subject to removal from Consent Calendar by request of any Director. Items removed from the Consent Calendar will be considered with the Discussion Items.

2. **DISCUSSION ITEMS**

- D.1 CONSIDER adopting Resolution No. 2025-01 accepting the 2024 Occupancy Inspection Compliance Report. (Lewis Broschard, Fire Chief) [FPD-RES 2025-01](#)

- D.2 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis Broschard, Fire Chief) [25-1439](#)

Attachments: [FC REPORT - April 15, 2025.pdf](#)
[Girls Empowerment Camp Flyer.pdf](#)
[Wildfire Community Preparedness Day Flyer.pdf](#)
[March APOT Report.pdf](#)

- D.3 PUBLIC COMMENT (2 Minutes)

3. **CONSENT ITEMS**

- C.1** APPROVE and AUTHORIZE the Fire Chief, or designee, to enter into a contract with Granicus, in an amount not to exceed \$190,000, for AMANDA software, a case management system to support fire prevention activities, for the period of March 30, 2025, through March 29, 2028.(100% CCCFPD General Operating Fund) [25-1440](#)
- C.2** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with DroneSense, Inc., in an amount not to exceed \$25,000, to manage all maintenance records for Unmanned Aerial Systems (UAS), effective March 29, 2025, for a time period of twelve (12) months. (100% CCCFPD General Operating Fund) [25-1441](#)
- C.3** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with BSI America Professional Services Inc., to increase the payment limit by \$225,000, to a new payment limit of \$425,000, and to extend the term through September 30, 2027, for environmental, health, safety, and sustainability consulting support. (100% CCCFPD General Operating Fund) [25-1442](#)
- C.4** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with O3, Inc., to increase the payment limit by \$375,000, to a new payment limit of \$1,500,000, and to extend the term through June 30, 2027, to allow for consulting and technical assistance related to Information Technology (IT) infrastructure and network modernization; IT governance risk management and compliance; and IT management. (100% CCCFPD EMS Transport Fund) [25-1443](#)
- C.5** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with DocuWare Corporation, to increase the payment limit from \$25,000, to a new payment limit of \$150,000, for document management software for accounting and administrative projects in the Fire District, with no change to the term through February 14, 2026, plus two one-year extension options to February 14, 2028. (100% CCCFPD General Operating Fund) [25-1444](#)
- C.6** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Fire Chief, a purchase order with AllStar Fire Equipment, in an amount not to exceed \$2,000,000, for the acquisition of firefighting equipment for the period May 1, 2025, through April 30, 2028. (100% CCCFPD General Operating Fund) [25-1445](#)
- C.7** APPROVE and AUTHORIZE conveying, to Pacific Gas & Electric Company, two underground power easements within District-owned property located at 2010 and 2012 Geary Road, in connection with the construction of the District's Fire Communications Center and Communications Division Offices, Pleasant Hill area, as recommended by the Fire Chief. (100% CCCFPD Capital Funds) [25-1446](#)

- C.8** APPROVE Budget Amendment BDA-25-00040 authorizing new revenue in the amount of \$323,024 from the Federal Emergency Management Agency, U.S. Department of Homeland Security, Urban Area Security Initiative, and \$75,131 from CCCFPD Operating Fund balance to the Contra Costa County Fire Protection District and appropriating it for the purchase of a hooklift prime mover vehicle. (81% Federal: 19% District) [25-1447](#)

Attachments: [BDA-25-00040.pdf](#)

- C.9** RATIFY the Fire Chief, or designee's, execution of a one-year subscription with Bluebeam, Inc. in an amount not to exceed \$5,000, for the purchase of construction blueprint software, for the period January 20, 2025, through January 19, 2026. (100% CCCFPD General Operating Fund) [25-1448](#)

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, May 12, 2025, at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Directors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Directors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

www.contracosta.ca.gov

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than \$500 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$500 to a Board

member within the previous 12 months are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

Glossary of Acronyms, Abbreviations, and other Terms

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit <https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms>.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: FPD-RES 2025-01

Agenda Date: 4/15/2025

Agenda #: D.1

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: 2024 Occupancy Inspection Compliance Report.

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the 2024 Occupancy Inspection Compliance Report from the Fire Chief pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code; and ADOPT a Resolution acknowledging receipt of the report pursuant to Section 13146.4 of the California Health and Safety Code.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of this resolution.

BACKGROUND:

Section 13146.2 requires the Contra Costa County Fire Protection District (District) to annually inspect all hotels, motels, lodging houses, apartment houses and dwellings, and associated accessory structures for compliance with building standards and other regulations of the State Fire Marshal. Single family dwellings, including duplexes, are excluded. The occupancies covered by this statute are defined in the "Group R" occupancy classifications within the California Fire and Building Codes. Section 13146.3 requires the District to inspect all public or private schools not less than once per year. The occupancies covered by this statute are defined in the "Group E" occupancy classifications within the California Fire and Building Codes. It should be noted that a school is defined as containing grades K-12 and does not include day care, colleges, or adult learning facilities. Effective January 1, 2019, Section 13146.4 of the California Health and Safety Code requires all city or county fire departments and fire districts responsible for conducting mandated annual occupancy inspections of Group E and Group R occupancies to report annually to their governing body on their compliance with these two mandated inspection programs. Additionally, the governing body is required to adopt a resolution acknowledging receipt of the report. For the calendar year 2024 reporting period, the District completed 100% of the required annual inspections of both Group E and Group R occupancies within its jurisdiction.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board fails to accept the report and adopt the resolution, the District will be in violation of Section 13146.4 of the California Health and Safety Code until such time as a report is accepted and a resolution is adopted.

BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Acknowledgement of receipt of the Contra Costa County Fire Protection District's 2024 Occupancy Inspection Compliance Report,

WHEREAS, California Health and Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and

WHEREAS, California Health and Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Contra Costa County Fire Protection District, that provide fire protection services to perform annual inspections in every building used as hotels, motels, lodging houses, apartment houses and dwellings, and associated accessory structures for compliance with building standards and other regulations of the State Fire Marshal, as provided; and

WHEREAS, California Health and Safety Code Section 13146.2 requires all fire departments that provide fire protection services, including the Contra Costa County Fire Protection District, to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the Contra Costa County Fire Protection District Board of Directors intends this Resolution to fulfill the requirements of the California Health and Safety Code regarding acknowledgment of the Contra Costa County Fire Protection District's compliance with California Health and Sections 13146.2 and 13146.3;

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Fire Protection District Board of Directors expressly acknowledges the measure of compliance of the Contra Costa County Fire Protection District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Contra Costa County Fire Protection District in 2024, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES Educational Group E occupancies are those public and private schools used by more than six persons at any one time for educational purposes, including kindergarten through the 12th grade. Within the Contra Costa County Fire Protection District, there were 233 such Group E occupancies, buildings, structures and/or facilities.

During calendar year 2024, the Contra Costa County Fire Protection District completed the annual inspection of all Group E occupancies, buildings, structures and/or facilities.

B. RESIDENTIAL GROUP R OCCUPANCIES Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), as well as other residential occupancies (including a number of residential care facilities).

Within the Contra Costa County Fire Protection District there were 7,080 Group R (R-1, R-2, R-2.1, and R-4) occupancies, including accessory and secondary structures, of this nature known to the District. Not included within this list are all Group R occupancies in the planning, design, or new construction phase that are not constructed or occupied, as well as duplex residential occupancies which should be classified as Group R-3 (single family) occupancies.

During calendar year 2024, the Contra Costa County Fire Protection District completed the annual inspection of all constructed and occupied Group R occupancies, buildings, structures and/or facilities



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1439

Agenda Date: 4/15/2025

Agenda #: D.2

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis Broschard, Fire Chief)

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Protection District Board of Directors, the Fire Chief is providing a report on the status and progress of the various District initiatives.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive the most up-to-date information regarding ongoing Fire District activities and initiatives.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

April 15, 2025

TO: Board of Directors

FROM: Lewis Broschard, Fire Chief

RE: Fire Chief's Report

Operations Section Update

- Annual Ladder Testing and Hose Testing completed. The testing of all ground ladders and every section of fire hose in the District was completed in March. This task, an essential part of the NFPA standards and ISO Public Protection Classification system, is a very important and labor intensive process, particularly in a fire district of this size. The testing ensures the ground ladders are capable of supporting the weight of firefighters without failing and the hose testing ensures every length of hose is pressure tested in compliance with national standards to ensure its reliability and performance under emergency situations. We are fortunate to have dedicated program managers who lead these programs to ensure our equipment is tested, annually, for the safety of our members and the public.
- UPDATE Martinez Refining Company Fire - 2/1/25 The RFP process was completed and a vendor selected to complete the after action review (AAR) of the emergency response to this incident. This RFP closed on March 14. Together with Contra Costa Health, Fire District staff reviewed and scored the proposals. The selected vendor will interview involved agencies, conduct the after-action review, and compile the findings and recommendations into a document that will be presented to the Board. Additionally, Fire District staff participated in presenting information about the incident in a town hall format on March 13 to the Martinez community along with Contra Costa Health, CWS, and Martinez Refining Company leadership.

Emergency Medical Services (EMS) Division

- Nurse Navigation No update. Staff continues to work with the vendor on implementation and logistics.
- BLS Ambulance Deployment Staff were scheduled to meet on April 7 with west county fire agencies and the LEMSA to coordinate the deployment of BLS

ambulances in west county. Once BLS ambulances are approved for deployment in west county there will be additional system capacity provided in west county.

- New ambulances purchased. 20 new ambulances were outfitted with radio equipment and decals. We are completing required CHP inspections and scheduling final inspections with the County EMS Authority to gain approval for deployment. Once in service, these ambulances will allow for improved fleet reliability and enable older, high mileage ambulances to be taken out of service. This represents approximately a \$5M investment in our system and 30% of the total ambulance fleet being replaced at this time.
- February flu season. January and February were impacted with high call volumes and significant patient offload delays (APOT). March appeared to bring overall call volume and system transports into normal levels. The monthly APOT report is attached to this report. APOT times improved in March, but continue to exceed state and county standards at almost every facility.

Special Operations

- **Hazardous Materials Response Team**
 - Petrochemical Mutual Aid Organization (PMAO). The District continues to participate with the PMAO group and is currently discussing response plans with the private fire brigades. There are plans for training at Phillips 66 later this year.
 - Corteva plant closure. The Corteva facility in Pittsburg is scheduled to be closed in July. Adjacent facilities will continue to operate on the property. District leadership has met with Corteva management since last fall to understand the closure plan, future risk profile of the facility, and impact of the private fire brigade being disbanded in July. The disbanding of the fire brigade reduces the overall strength of the multi-agency PMAO and places all the fire and hazardous material incident mitigation at the Corteva facility on the District without the specialized industrial firefighting apparatus and equipment provided by the Corteva brigade.
 - Lithium Ion Batteries. Fire Captain Clem gave a presentation to the County Haz-Mat Commission on March 27 regarding the risks, concerns, and fire problem created by the proliferation of these batteries in a multitude of uses and storage configurations. The presentation was well received.
 - Training. The District's haz-mat team will be participating in several regional exercises in April and May, including in Vallejo at Six Flags for a multi-county exercise on April 9, and the regional Bayex 2025 multi-agency drill is set for the week of May 12.

- **Marine Program**

- Inflatable Rescue Boat (IRB) in service at FS 95 in Oakley. The boat will assist with rescue operations in the waters around Bethel Island.
- Fire Boat 9 The boat is back in service after much needed repairs.

- **Aviation Program**

- Firefighting Helicopter. Work continues to bring this capability to the District starting in June. The parties are working out details of a contract with financial support from PG&E, again, this year.

Training

- Academy 61. Academy 61 continues with 23 Con Fire recruits and one Rodeo-Hercules recruit. All recruits successfully completed the state-required structural fire module using our burn building. Graduation is currently scheduled for May 19 at the Leshar Center in Walnut Creek at 6pm.
- Live Fire Training. All crews completed live fire training using our multi-story burn building at MOTCO Concord. This burn building allows for the most realistic fire scenarios under a training environment. The first quarter training was a heavy logistical lift, but necessary to maintain skills and develop safe and efficient fire ground operations.
- 10,000 Hours Logged in March. A total of 10,000 hours of training, including manipulative, classroom, and computer based, was logged by our crews for the month of March.

Advanced Planning Section Update

Fire Prevention Bureau

- LRA Fire Hazard Maps A town hall was conducted on April 1 in the board chambers from 6pm to 7:30pm. Public comment was received in person as well as via remote attendees. The District continues to receive public comment on our website and all of this will be collected and transmitted to the state per the ordinance adoption process.
 - Our online public comment form went live on February 24
 - Hard copy maps are available at 4005 Port Chicago Highway, Suite 250 in Concord for anyone that requests them in person.
 - Our webpage at <https://www.cccfpd.org/lra-maps/> went live within 24 hours of the maps being released.
 - We encourage residents to visit our website since it provides:
 - LRA Fact Sheet
 - Map Roll Out Plan

- LRA Acreage Breakdown
 - Geospatial Model explained
 - Before and After Map of the LRA in Contra Costa County
 - PDF copies of all cities
 - Link to the Fire Hazard Severity Zone Viewer provided by CAL Fire.
-
- National Wildfire Mitigation Awards. The District was recognized by the National Fire Protection Association (NFPA) with honorable mention on a nationwide scale for its work on completing 103 projects and for its use of a virtual dashboard to show the areas impacted by the projects. These projects are all primarily funded through Measure X and demonstrate the District's commitment to supporting wildfire mitigation projects throughout Contra Costa County. Three groups were recognized with awards, and the District and one other agency in South Carolina received honorable mention for their efforts from a combined list of hundreds of applicants. The awards were presented in Kansas City in late March as part of the national Wildland-Urban Interface Conference. More information is available here: <https://internationalfireandsafetyjournal.com/wildfire-mitigation-awards-2025-recipients-announced-across-four-us-states/>

Administration Section Update

Support Services Division

- Energy Efficiency Upgrades The District has been participating in PG&E's Energy Efficiency Upgrades program to transition fire stations lighting to energy-efficient LED fixtures. This year, seven fire stations were successfully upgraded to LED lighting.
- CUPA Facility Inspections. The Support Services division worked with the Hazardous Materials Inspectors from Contra Costa Health to conduct Certified Unified Program Agency (CUPA) inspections at District facilities, ensuring compliance with hazardous materials regulations.
- Fire Station 83 Security Upgrades Fire Station 83 in Antioch has experienced security threats, including an incident of gunfire where a bullet was fired into the front of the station. The District fortified the station's exterior and installed additional security features to ensure the safety of our firefighters.
- PPE Cleaning Facility. The former Fire Station 86 in Bay Point has been repurposed into a turnout cleaning facility. In response to a growing number of fire incidents and the growth in health risks associated with those incidents, the District recognized the need for efficient and timely cleaning of personal protective equipment (PPE) to ensure it is quickly restored to service. This facility will serve as a centralized drop-off center, where PPE can be thoroughly cleaned, dried, and promptly put back in service, enhancing operational readiness and supporting the safety and health of our firefighters.

New Fire Stations / Major Facilities Construction

- Fire Station 90 (Brentwood) The District and the County have collaborated to retain the services of a construction management firm, which will coordinate the activities of both the Fire Station and the Youth Center on the site. This firm will collaborate with the fire station architect and the County-selected architect to identify areas where cost savings can be achieved, such as underground utility coordination and potentially shared parking for both facilities. The work to complete the CEQA required studies is in progress.
- Fire Station 94 (Downtown Brentwood) On March 18, 2025, the Brentwood Planning Commission requested additional studies related to noise, traffic, and air quality. We believe these studies are not required by law and have asked that the Planning Commission consider our project on the next available agenda. These delays are not only costly but also hinder the improvement of fire and EMS services throughout the entire East County region.
- Fire Station 9 (Pacheco) Work continues on the design and layout of the station on the site. Our consultants are evaluating the feasibility of a temporary fire station site before we begin any potential lease negotiations. CEQA studies are underway for the new station. Later this year, the District will open a bidding process to select a design-build entity for this station. Work continues on the design and layout of the station on the site.
- Contra Costa County Regional Fire Communication Center (CCR FCC) (Pleasant Hill) Construction continues, and no significant challenges have been encountered.

Rodeo-Hercules FPD (RHFPD) Annexation Update

- The State Board of Equalization acknowledged receipt of all necessary documentation to shift property tax allocations to Contra Costa County Fire effective with the FY 26-27 fiscal year. This represents the last step of outside regulatory agencies in finalizing the annexation and dissolution of the Rodeo-Hercules Fire Protection District effective on July 1, 2025.
- In an effort to improve service delivery immediately, certain fire, rescue, and EMS equipment has already been deployed by Con Fire on the apparatus being used by the RHFPD. This includes new cardiac monitor/defibrillators. Additionally, response boundaries have been dropped between Pinole and Hercules to reduce response times by Fire Station 73 (Pinole) into portions of Hercules. This has already resulted in reduced response times in a number of medical emergency and fire calls.

- A spare CON Fire engine is in one of the RHFPD stations to increase training for the RHFPD crews while on duty.

Upcoming Events

- **Girls Empowerment Camp (May 17-18, Concord).** The District is hosting our very first Girls Empowerment Camp on May 17th and 18th at our Training Center in Concord. We are working to increase awareness and exposure of the fire service as a career for aspiring and interested young females. We invite young campers of all genders, ages 14-18 to participate in this two-day Girls Empowerment Fire Camp program. The purpose of the camp is to expose young campers to opportunities in the firefighting profession, as well as provide confidence building and mentorship. The camp will spend two days in a structured program led by mostly female firefighters from across California with 50 campers! They will be introduced to firefighting skills and equipment, as well as learn basic first aid and CPR/AED skills. They will also participate in physical training activities, learn the pathways to public safety careers, and see the importance of discipline and hard work. All activities will be closely supervised with participant safety of paramount importance. This camp will provide the opportunity to network with some of California's women in the fire service and bond with other young women. (Flyer attached to the agenda)
- **Wildfire Community Preparedness Day (May 3, Concord).** Similar to our annual open house event at our Training Center in Concord, we are hosting a targeted community preparedness day with a focus on information for the public to become better informed and prepared for wildfire. Participants and information will be provided by District staff and representatives from other organizations in the field of wildfire response and mitigation. We encourage anyone who lives in, or owns property, in an area subject to wildfire or the potential consequences of an urban fire conflagration to join us for important information to protect you, your family, and our communities from the impacts of wildfire. (Flyer attached to the agenda)



GIRLS EMPOWERMENT CAMP

MAY 17-18, 2025

Contra Costa Fire Training Division,
2945 Treat Blvd. Concord, CA 94518

- Hands-on training with firefighting tools and equipment
- 360-degree exposure to public safety career options
- CPR/AED training

*Youth of all genders who are at least 14 years old and not over 18 years old at the time of registration may register and attend the Girl's Empowerment Camp.

GEC is a day camp held over two days; it is not an overnight camp.

2 - DAY TEEN CAMP!



Click Here for More Info.

or

Scan the QR Code



**AGES
14-18***



In Partnership With





PLEASE JOIN US WILDFIRE COMMUNITY PREPAREDNESS DAY

When:

Saturday, May 3, 2025
9:00 AM - 12:00 PM

Where:

2945 Treat Blvd., Concord
Training & Safety Division

Learn:

How to Prepare for a Wildfire, Home Hardening Tips,
Defensible Space Strategies, Firewise Community, Home Fire Safety Tips,
and Available Resources to Help You Become Wildfire Ready

Watch Live Demos:

Drones in Action and Burn Demonstrations

Meet and See:

Handcrew Members, Firefighters, Dozer, Wildland Fire Engines,
Water Tender, Fire Engines and Fire Trucks,
Mobile Command Unit

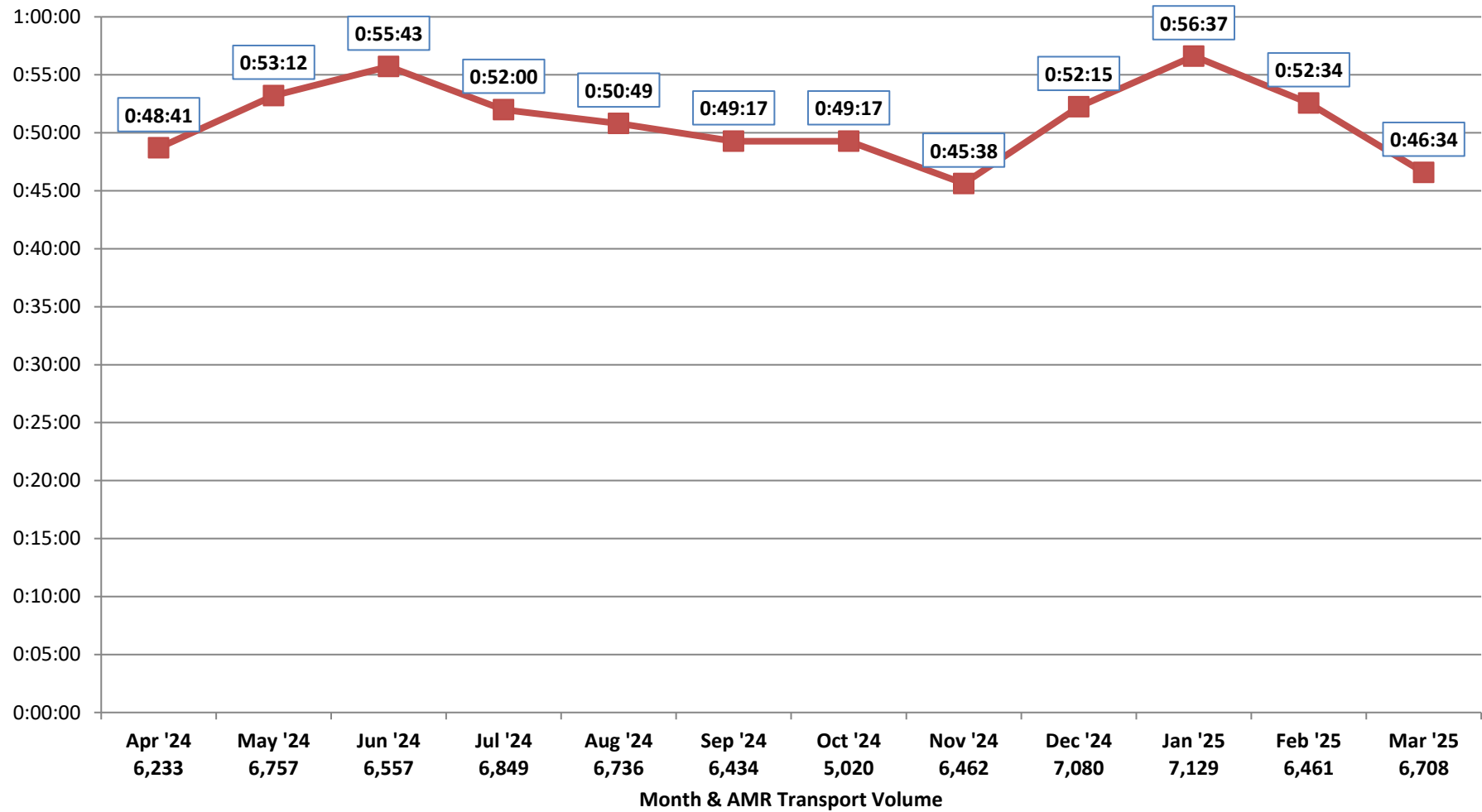


Patient Transfer of Care Times by Facility 90th PERCENTILE OF ALL FACILITIES

April 2024 - March 2025

78,426 Transports (6,536 per Month)

Source: AMR MEDS (ePCR Database)

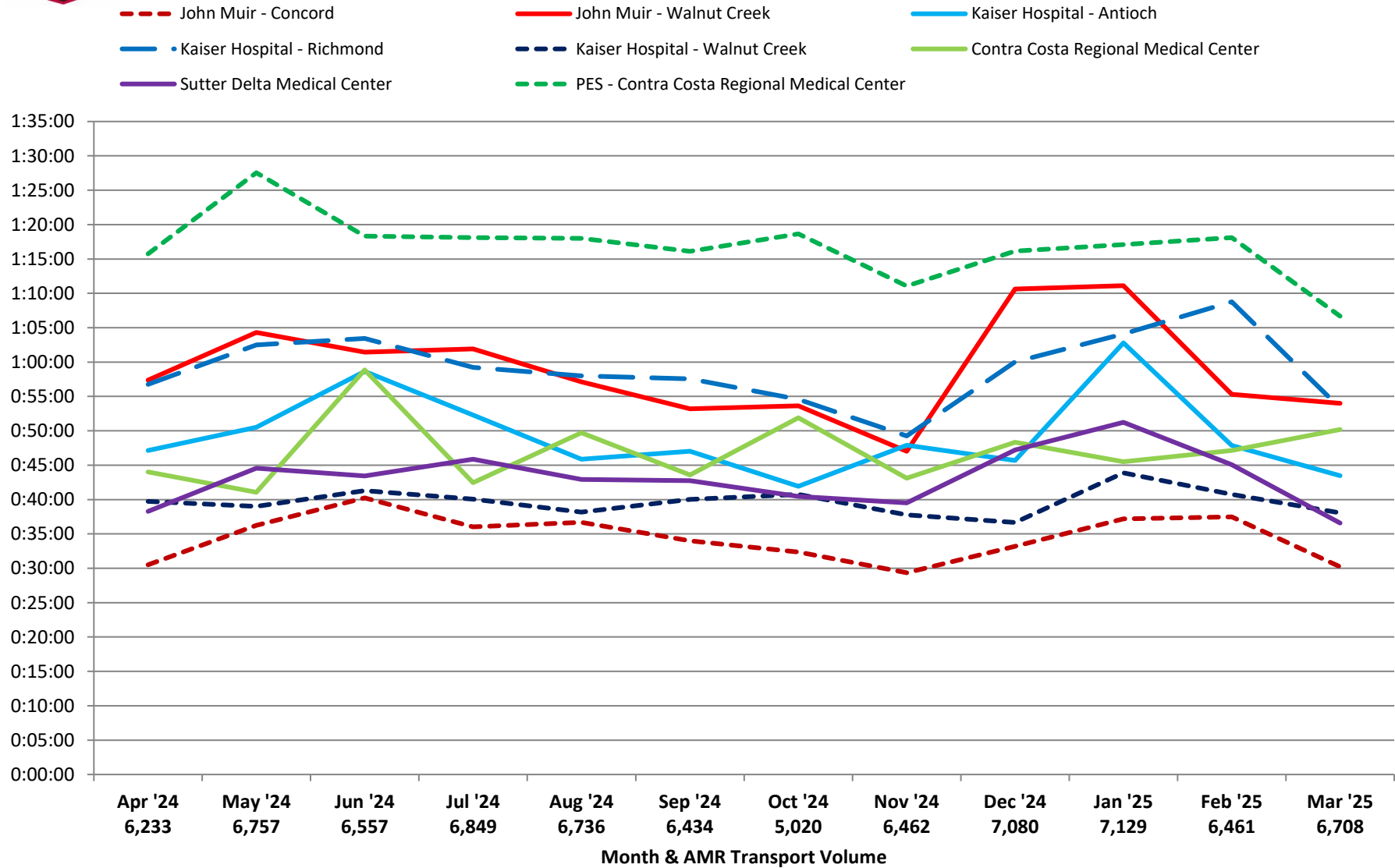




Patient Transfer of Care Times by Facility (90th Percentile)

April 2024 - March 2025

Source: AMR MEDS (ePCR Database)





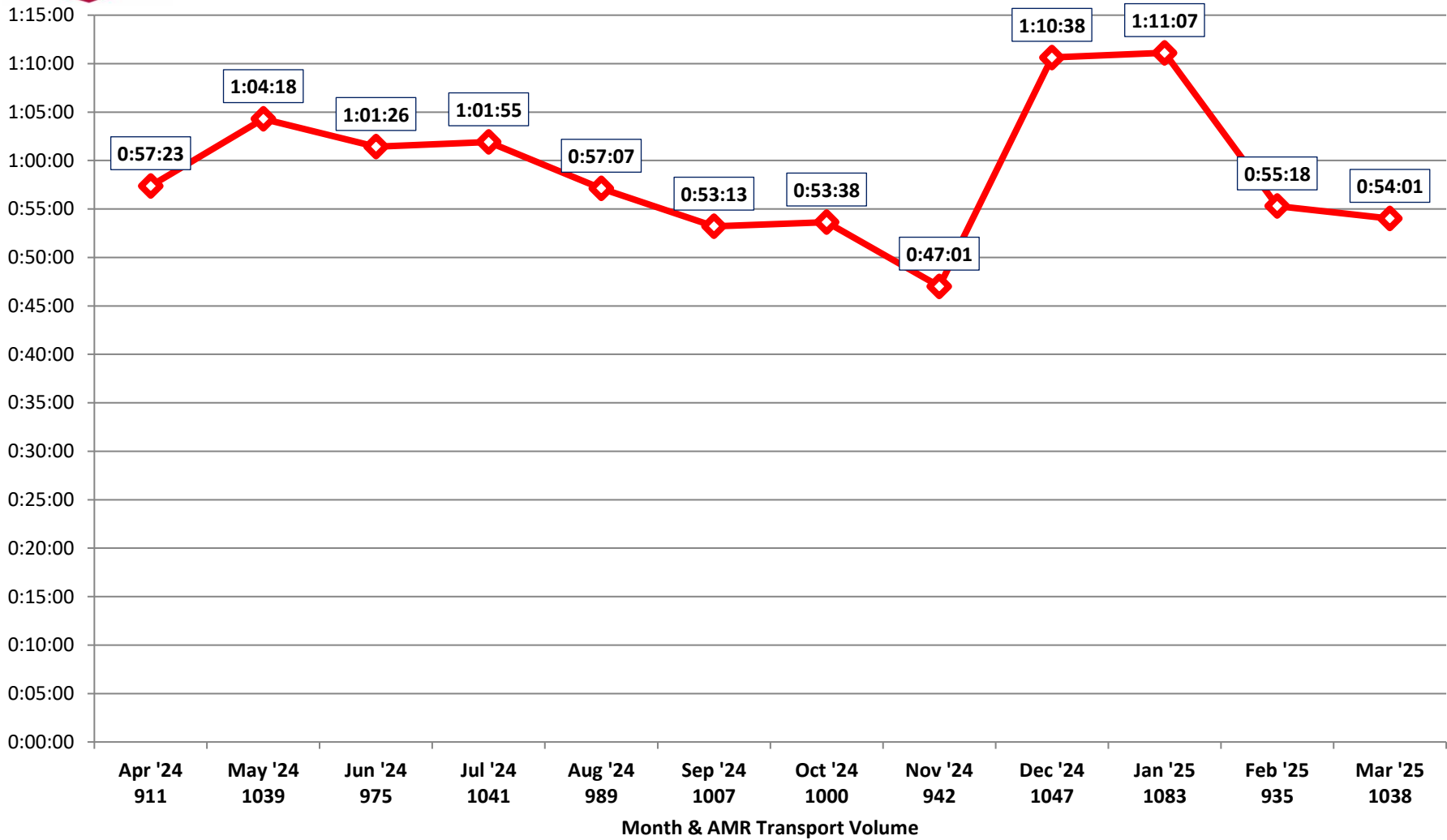
Patient Transfer of Care Times by Facility (90th Percentile)

John Muir - Walnut Creek

April 2024 - March 2025

12,007 Total Transports (1001 per Month)

Source: AMR MEDS (ePCR Database)





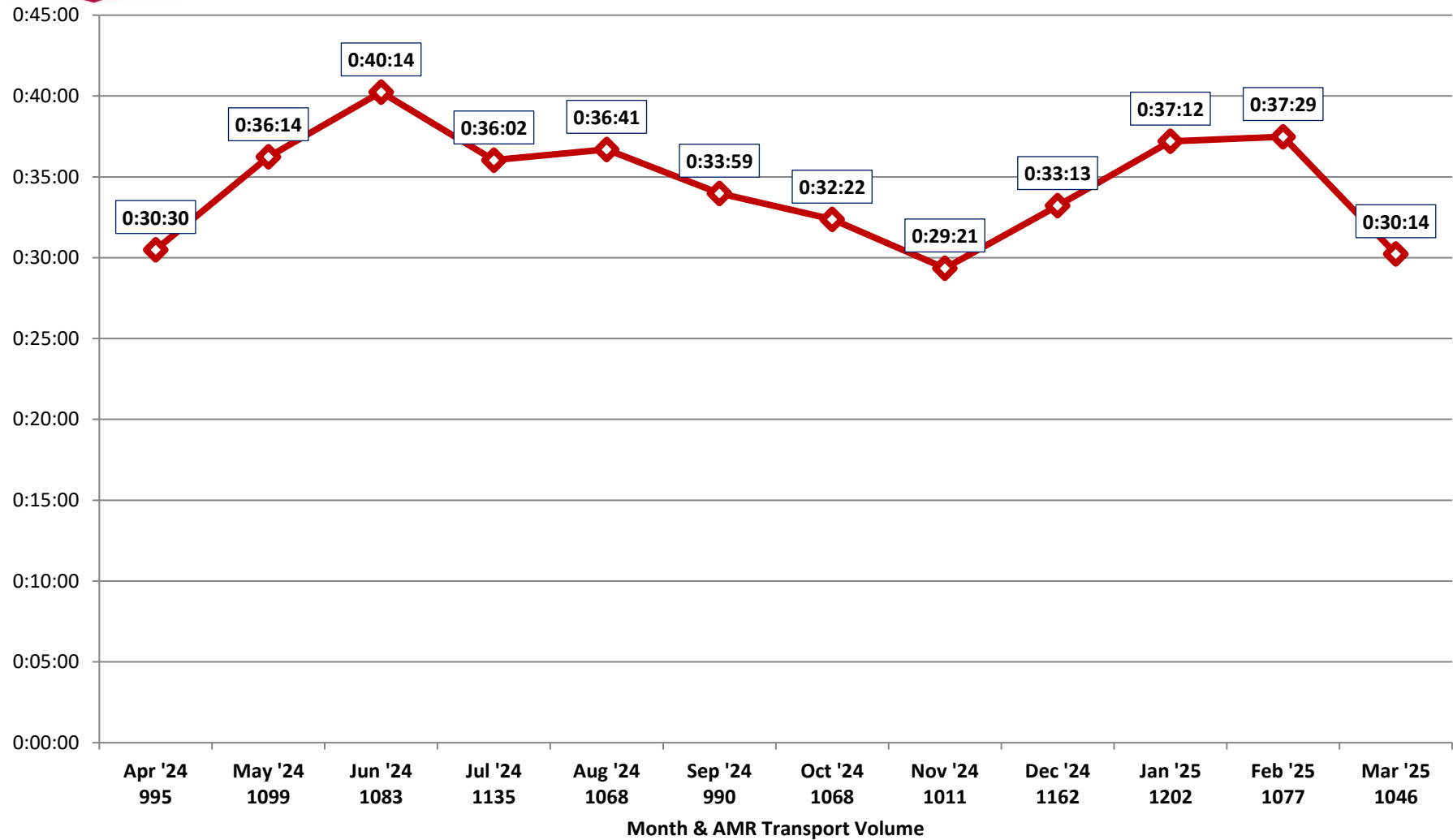
Patient Transfer of Care Times by Facility (90th Percentile)

John Muir - Concord

April 2024 - March 2025

12,936 Total Transports (1078 per Month)

Source: AMR MEDS (ePCR Database)





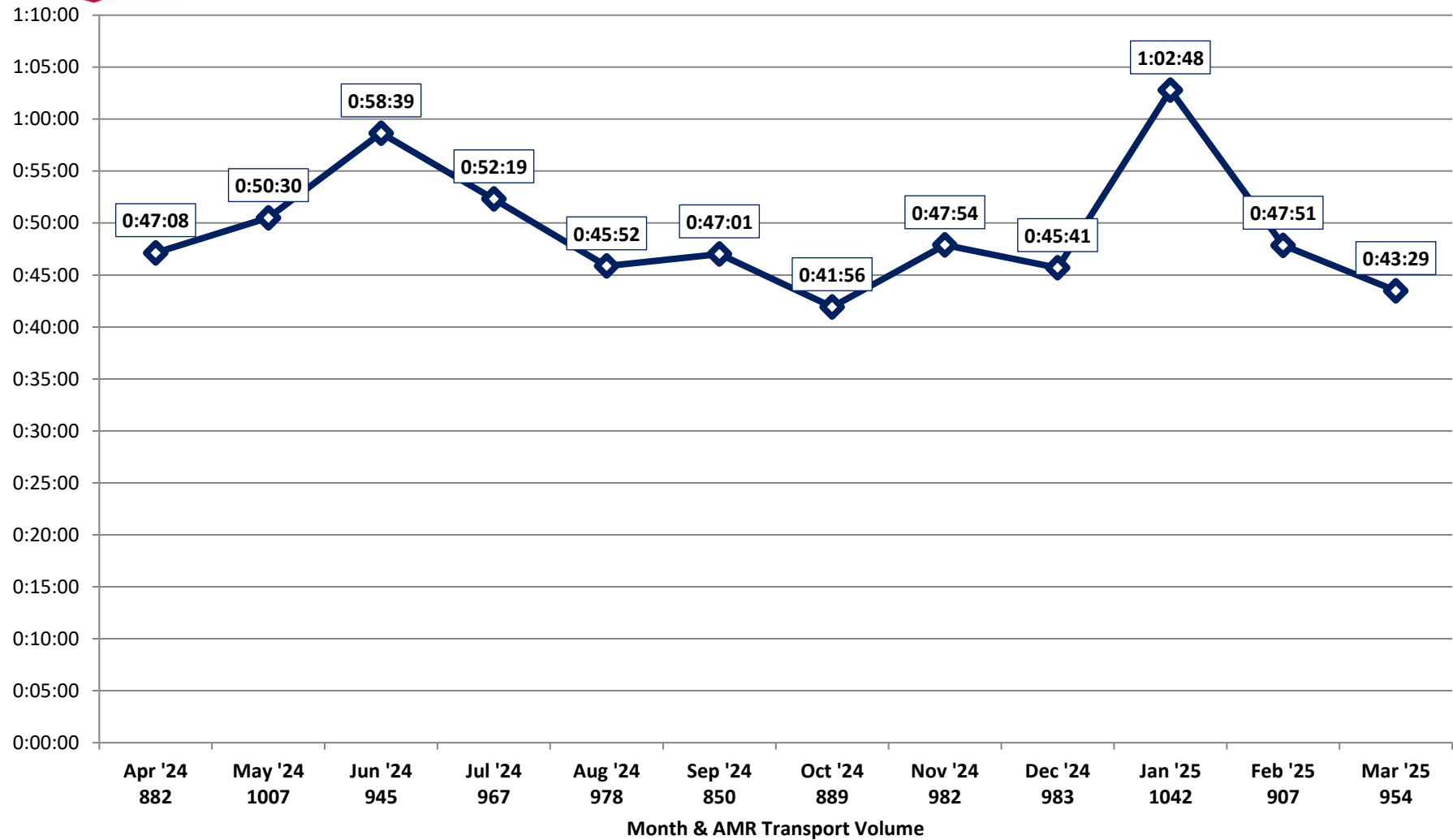
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Antioch

April 2024 - March 2025

11,386 Total Transports (949 per Month)

Source: AMR MEDS (ePCR Database)





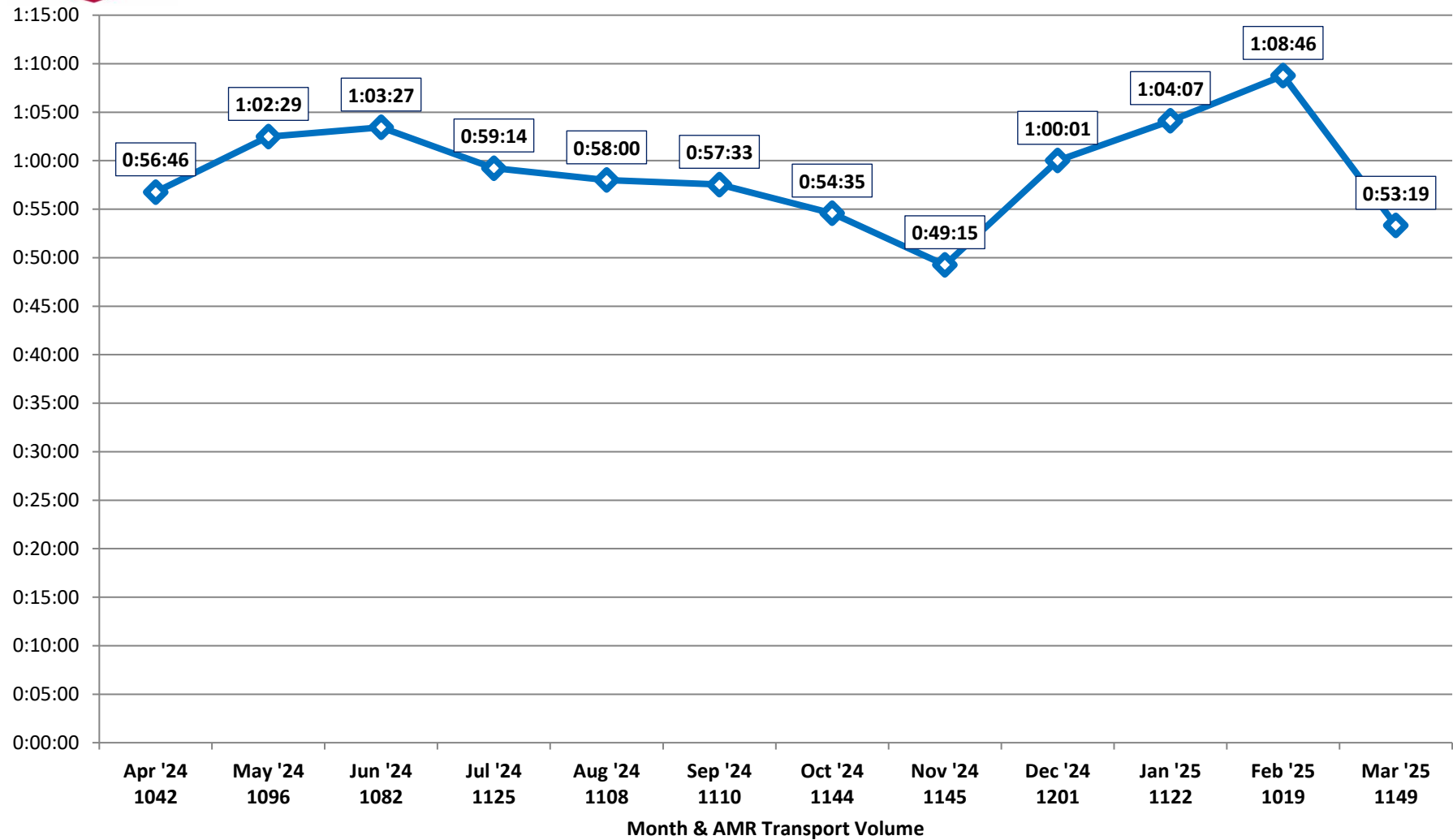
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Richmond

April 2024 - March 2025

13,343 Total Transports (1,112 per Month)

Source: AMR MEDS (ePCR Database)





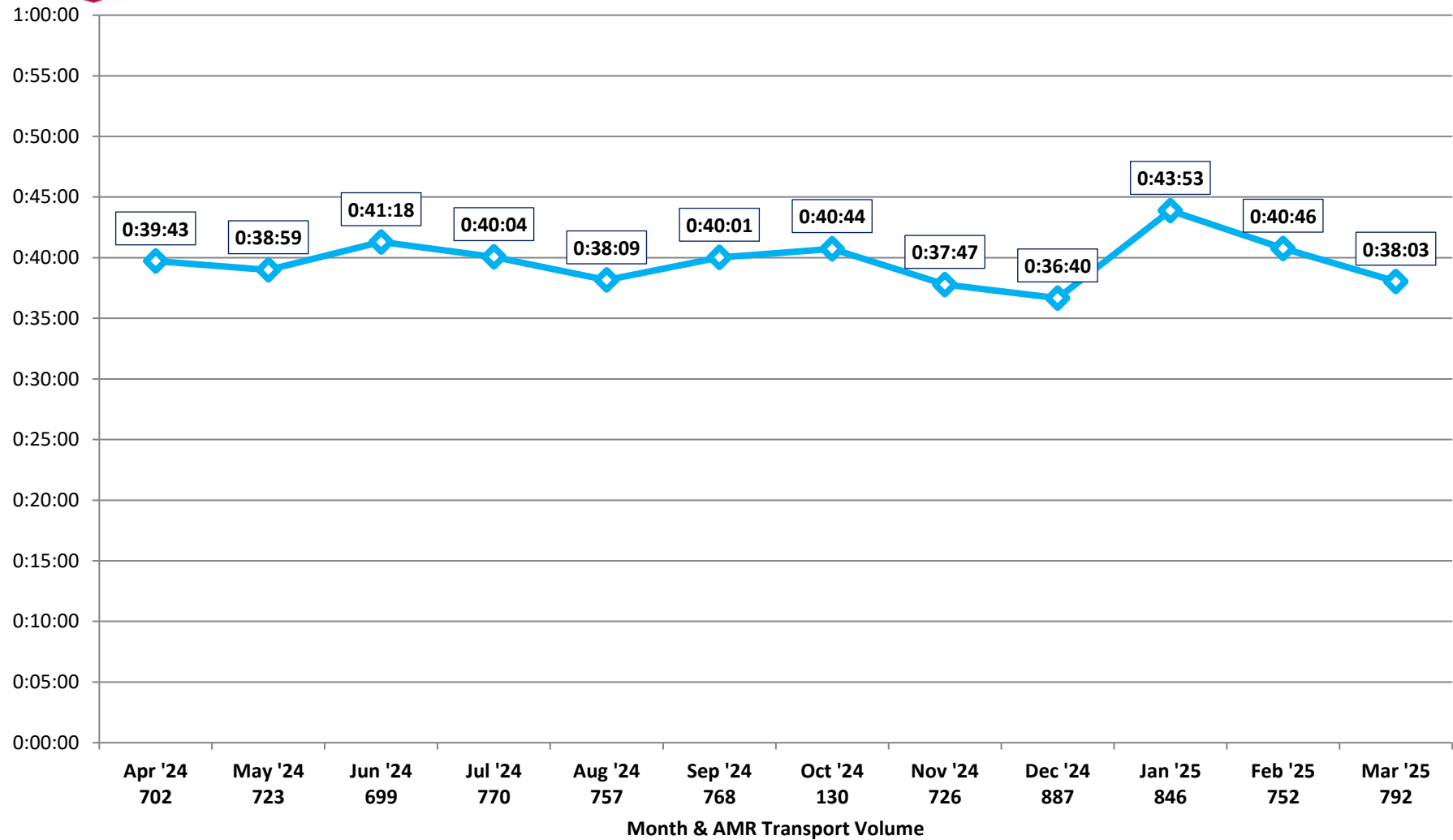
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Walnut Creek

April 2024 - March 2025

8,552 Total Transports (713 per Month)

Source: AMR MEDS (ePCR Database)





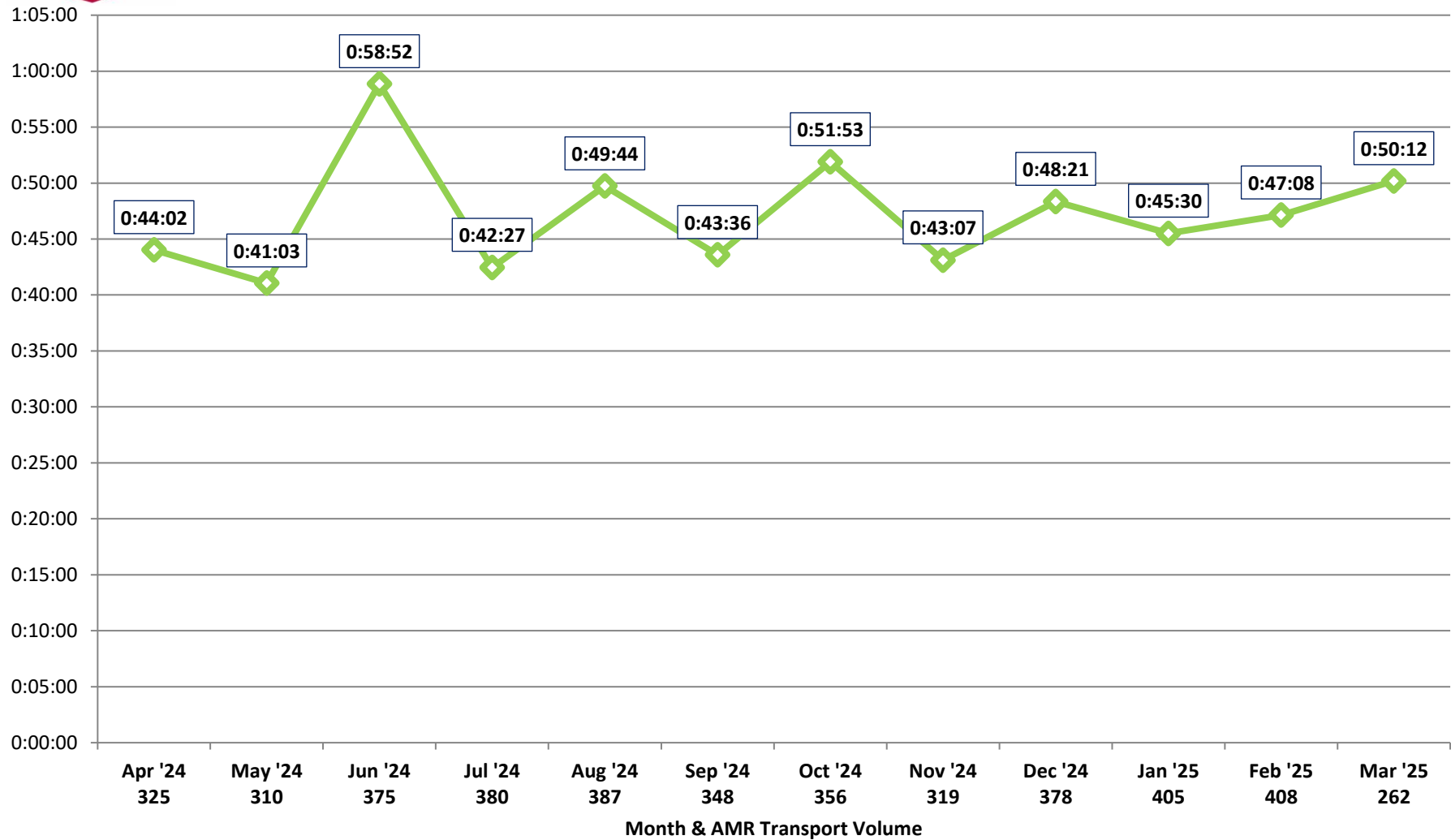
Patient Transfer of Care Times by Facility (90th Percentile)

Contra Costa Regional Medical Center

April 2024 - March 2025

4,253 Total Transports (354 per Month)

Source: AMR MEDS (ePCR Database)





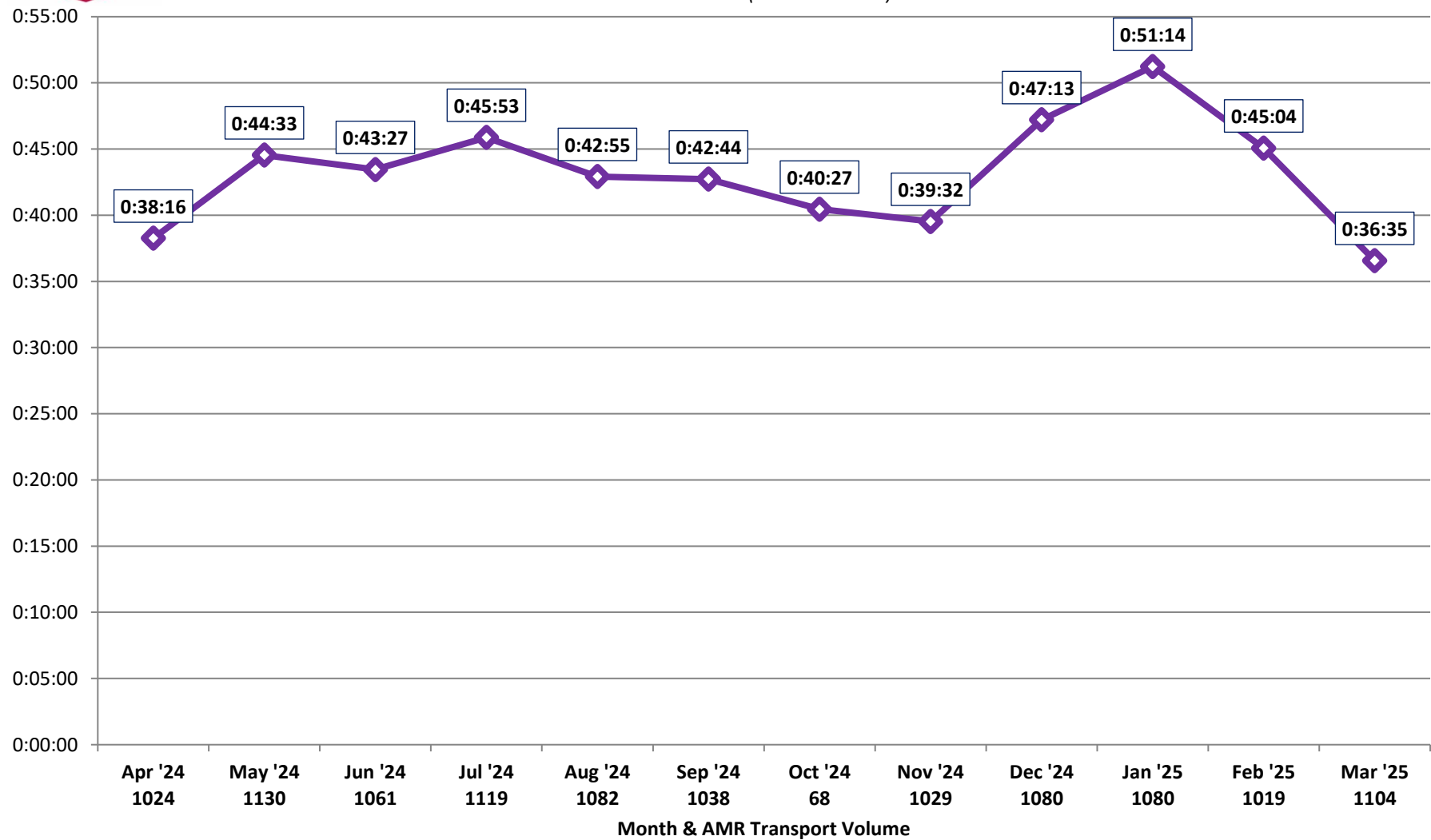
Patient Transfer of Care Times by Facility (90th Percentile)

Sutter Delta Medical Center

April 2024 - March 2025

11,834 Total Transports (986 per Month)

Source: AMR MEDS (ePCR Database)





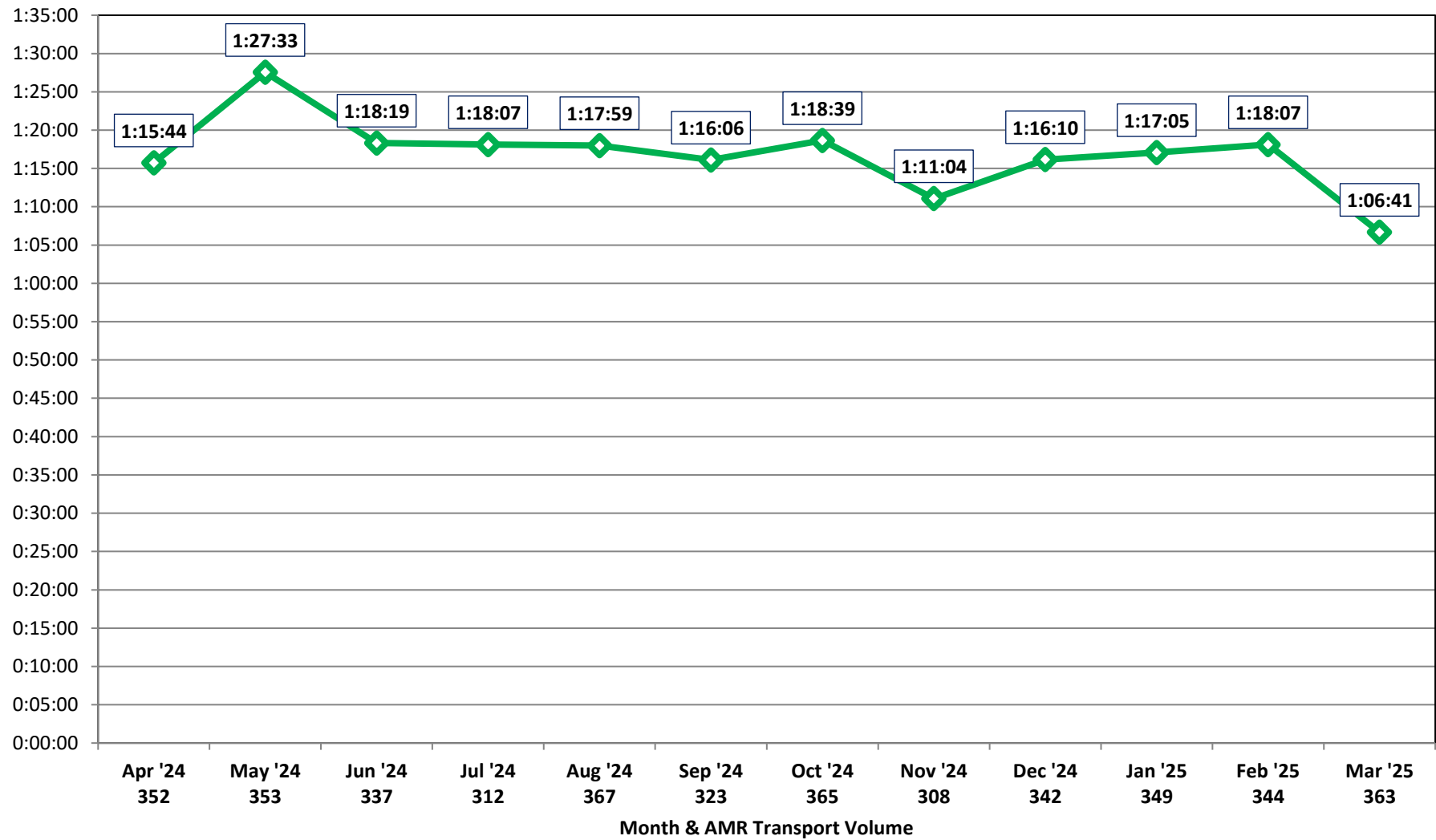
Patient Transfer of Care Times by Facility (90th Percentile)

CCRMC - PES

April 2024 - March 2025

4,115 Total Transports (343 per Month)

Source: AMR MEDS (ePCR Database)





CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1440

Agenda Date: 4/15/2025

Agenda #: C.1

To: Board of Supervisors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Granicus AMANDA Agreement

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to enter into a service agreement with Granicus, in an amount not to exceed \$190,000, for AMANDA software, a case management system to support fire prevention activities, for the period March 30, 2025 through March 29, 2028.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund. The District's Fire Prevention Bureau charges fees for fire safety inspections, permitting of specific operations, and plan review services. The records management system cost is considered when calculating the fire prevention fees so they reflect the District's actual costs of providing services.

BACKGROUND:

The Contra Costa County Fire Protection District (District) conducts fire safety inspections, permitting of specific operations, and plan review services for the District, in accordance with the California Fire Code (CFC).

These operations include, but are not limited to, life safety inspections, plan review for construction projects, and issuing permits as identified in the CFC for various activities. These activities include any operation or business, or installation or modification, to systems and equipment regulated by the CFC.

Granicus is the developer of the AMANDA software used for permitting the fire prevention activities listed. The District utilizes the Granicus product, for permitting of new construction within the jurisdiction, to include: receiving new applications and permit fees; tracking new construction documents through all phases of permitting and inspection; statutorily required record retention and management; communication with applicants, including inspection results and invoicing; planning and scheduling inspections; data analytics regarding process, plan review, and inspections; mandated reporting of activities to elected officials and the chain of command.

This agreement includes a limitation of liability for Granicus, based on the fees paid for the services provided under the terms of this agreement. The contract will automatically renew annually, with applicable escalations

in accordance with the payment terms and service provisions outlined in the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this Agreement is not approved, the Fire District will no longer benefit from services provided by Granicus, for the AMANDA software platform. This includes, but is not limited to, plan review, permitting construction projects, and performing fire inspections.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1441

Agenda Date: 4/15/2025

Agenda #: C.2

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Contract with DroneSense, Inc.

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement with DroneSense, Inc., in an amount not to exceed \$25,000, to manage all maintenance records for Unmanned Aerial Systems (UAS) and to provide Incident Command with time-sensitive situational awareness and an aerial perspective to assist with strategy and tactics, effective March 29, 2025, for a time period of twelve (12) months.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

Contra Costa County Fire Protection District (CCCFPD) has been operating Unmanned Aerial Systems (UAS) or drones since 2019. Initially, CCCFPD only operated two drones throughout the District with several pilots. The UAS program has grown to over 20 pilots operating eight drones throughout the District. The primary pilots are with the Fire Investigation Unit or on the Hazmat Team. Since the team has grown substantially with the number of pilots and UAS platforms utilized, it is necessary to use a UAS software platform to track maintenance, pilot logs and flight records. The proposed software allows the UAS pilot to live stream the drone video to incident command and/or other chief officers at locations outside the incident command post. DroneSense will provide drone specific maintenance equipment including the batteries, remote controls, propellers, camera and software updates.

The DroneSense Terms and Conditions include an indemnification from CCCFPD to DroneSense for claims based upon CCCFPD's use of the platform or data provided, as well as a limitation of liability capping liability at the amount of the fees paid under the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, CCCFPD will not be able to ensure the necessary maintenance procedures and documentation are occurring on all of the operational drones across the District. CCCFPD will also be limited on the ability to stream live UAS footage to chief officers and incident command.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1442

Agenda Date: 4/15/2025

Agenda #: C.3

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Contract Amendment - Environmental, Health, Safety, and Sustainability Consulting Support

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with BSI America Professional Services Inc. to increase the payment limit by \$225,000 to a new payment limit of \$425,000, adjust the payment provisions to increase the hourly pay rates, and to extend the termination date from June 30, 2025, to September 30, 2027, for comprehensive environmental, health, safety, and sustainability consulting services.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

BSI America Professional Services Inc. provides comprehensive technical consulting support, focusing on health and safety program development, environmental compliance, and training. Their work is vital in ensuring workplace safety, regulatory compliance, and risk management, helping organizations create safer, healthier environments for employees and the public while maintaining legal and operational standards.

The Fire District relies on these services to maintain compliance with Cal OSHA regulations and avoid related fees and penalties. The vendor plays a key role in ensuring this compliance, which helps minimize financial liabilities. Over time, this proactive approach not only provides legal protection but also leads to financial savings by reducing risks and lowering costs.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the Fire District would have an increased risk of non-compliance with health, safety, and environmental regulations.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1443

Agenda Date: 4/15/2025

Agenda #: C.4

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: O3, Inc. - Contract Amendment for Continued IT Consulting and Technical Assistance

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with O3, Inc., to increase the payment limit by \$375,000, to a new payment limit of \$1,500,000 and to extend the term end date from June 30, 2025, to June 30, 2027, to allow for consulting and technical assistance related to Information Technology (IT) infrastructure and network modernization; IT governance risk management and compliance; and IT management.

FISCAL IMPACT:

Budgeted. 100% CCCFPD EMS Transport Fund.

BACKGROUND:

On October 11, 2022, the Board of Supervisors approved Contract #4719501 with O3, Inc. This contract is designated for consulting and technical assistance related to Information Technology (IT) infrastructure and network modernization, and IT governance, risk management, and compliance, covering the period from October 11, 2022, through June 30, 2025. On April 9, 2024, the Board of Supervisors approved an amendment to increase the payment limit to establish an IT Governance, Risk Management, and Compliance Program.

The Contra Costa County Fire Protection District is currently undergoing a significant remodel of its fire communications center, which includes a completely renovated building, a new server room/data center, and updated equipment. The District relies on a variety of intricate IT systems to support its operations.

O3, Inc. will continue to provide the necessary consultation and technical assistance to modernize the District's IT infrastructure, ensuring the availability and performance of existing services while establishing a robust platform for future services. In addition, the Contractor will continue to act as the IT project manager, overseeing the design and outfitting of the new server room/data center and the fire communications center. All of which will support the entire District as well as several contracted dispatch agencies.

Given the complexity of the IT systems that support the District's operations, O3, Inc. will also focus on modernizing and securing the District's network infrastructure to ensure the continued availability, performance, and security of existing network services. IT governance is a significant concern for the District's Board of Directors and executive management. Over the years, IT services have evolved and become critical for sustaining growth, innovation, and transformation. The Contractor will assist in establishing an IT

Governance, Risk Management, and Compliance Program to reduce costs and support ongoing business operations. Furthermore, O3, Inc. will provide executive-level IT management strategy and support services to the District.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the District will not be able to complete its ongoing IT infrastructure, network modernization, and IT governance risk management and compliance projects.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1444

Agenda Date: 4/15/2025

Agenda #: C.5

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Contract with DocuWare Corporation for Document Management Software

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with DocuWare Corporation, to increase the payment limit from \$25,000 to a new payment limit of \$150,000 for document management software for various forms of documents related to accounting and administrative projects in the Fire District, with no change to the term through February 14, 2026, plus two one-year extension options to February 14, 2028.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

The Fire District began using DocuWare in 2023 in preparation for the Countywide Workday implementation as its document management software to efficiently manage, organize, and route for approval the large volume of incoming invoices received daily. This system plays a vital role in streamlining the processing and storage of various documents, including invoices, contracts, and forms, ensuring timely access, improved workflow, and enhanced compliance with record-keeping requirements.

This board order seeks approval to increase funding for the existing DocuWare contract, ensuring the continued success of invoice approval, management, and record-keeping processes.

This purchase agreement includes indemnity and limitation of liability of the vendor.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the Fire District risks losing access to an essential document management software that is critical for its invoice approval processes.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1445

Agenda Date: 4/15/2025

Agenda #: C.6

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Blanket Purchase Order for AllStar Fire Equipment

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Fire Chief, a purchase order with AllStar Fire Equipment, in an amount not to exceed \$2,000,000 for the acquisition of firefighting equipment, personal protective equipment, hose parts, SCBA equipment, and related accessories for the period May 1, 2025 through April 30, 2028.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

The need for reliable Personal Protective Equipment (PPE) and Self-Contained Breathing Apparatus (SCBA) gear is an ongoing priority to uphold safety standards and operational efficiency within the District. AllStar Fire Equipment is the sole authorized supplier of the District's SCBA gear, helmets, and related safety equipment required to meet the department's unique operational needs. Due to the District's specific design features and safety standards, the helmets and equipment supplied by AllStar Fire Equipment are the only products that fulfill these critical requirements.

To ensure uninterrupted access to these essential safety items and to maintain operational readiness, a blanket purchase order with AllStar Fire Equipment is necessary. This approach guarantees timely delivery and consistent availability of high-quality equipment.

CONSEQUENCE OF NEGATIVE ACTION:

If this blanket purchase order is not approved, the Fire District will be unable to procure essential firefighting equipment in a timely manner.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1446

Agenda Date: 4/15/2025

Agenda #: C.7

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Conveyance of Easements to PG&E

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE conveying, to Pacific Gas & Electric Company, two underground power easements within District-owned property located at 2010 and 2012 Geary Road, in connection with the construction of the District's Fire Communications Center and Communications Division Offices, Pleasant Hill area, as recommended by the Fire Chief, pursuant to Health and Safety Code section 13861(b) and Government Code section 25526.6. Project No.: 7025-WH725A.

FISCAL IMPACT:

Budgeted. 100% CCCFPD Capital Funds.

BACKGROUND:

The District owns the property located at 2010 Geary Road, Pleasant Hill, CA 94523, also known as APN 170-232-029, and the property located at 2012 Geary Road, also known as APN 170-232-023. On June 17, 2024, this Board approved the award of a construction contract to Thompson Builders Corporation. In order to bring primary power to the new Fire Communications Center at 2010 Geary Road and to the Communications Division Offices at 2012 Geary Road, the District needs to convey permanent easements to Pacific Gas & Electric Company, a regulated public utility overseen by the California Public Utilities Commission. Pacific Gas & Electric Company will use the easement to install primary power wiring in existing underground conduit as part of the construction project and to have access to the underground conduit for future maintenance. To ensure that the project can proceed as planned, District staff recommend approving the conveyance of the easements.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Pacific Gas & Electric Company will not install primary power wiring, the transformer and other associated equipment, which would prevent the District from moving in and going operational in the new Fire Communications Center and the Communications Division Offices.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1447

Agenda Date: 4/15/2025

Agenda #: C.8

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Budget Amendment - Hooklift Prime Mover

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE Budget Amendment BDA-25-00040 authorizing new revenue in the amount of \$323,024 from Federal Emergency Management Agency, U.S. Department of Homeland Security, Urban Area Security Initiative, and \$75,131 from CCCFPD Operating Fund balance to the Contra Costa County Fire Protection District (7300) and appropriating it for the purchase of a hooklift prime mover vehicle.

FISCAL IMPACT:

\$323,024 Federal grant funds and \$75,131 CCCFPD General Operating Fund Balance. The total purchase price of the vehicle is \$398,155.

BACKGROUND:

On March 8, 2022, the Contra Costa County Fire Protection District received Board approval to apply for and accept grant funding for four Urban Area Security Initiative (UASI) grant projects. The District was awarded funds to purchase acoustic listening devices, a hooklift prime mover, a large incident support prime mover, and Stanley hydraulic tools. The hooklift prime mover was allocated \$323,024 of the grant funding.

On March 11, 2025, the District received Board approval for a purchase order for the vehicle. The District has received the quote from the vendor in the amount of \$398,155. The District will fund the balance of \$75,131 from its general fund. This budget amendment will allocate the funds in the appropriate account to make the purchase.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the necessary appropriations will not be budgeted and the District will not be able to purchase this vehicle.

View Budget Amendment: Budget
Amendment: FY 2024-25 - Operating Budget
on 04/15/2025 : BDA-25-00040

09:27 AM
04/07/2025
Page 1 of 2

Company	Contra Costa County
Budget Template	Operating Budget : FY 2024-25 Operating Budget
Budget	FY 2024-25 Operating Budget
Organizing Dimension Type	
Amendment ID	BDA-25-00040
Amendment Date	04/15/2025
Description	To accept \$323,024 in grant funding from the Department of Homeland Security, Urban Area Security Initiative and allocate \$75,131 from fund balance for the purchase of a hooklift prime mover vehicle. (TMP-9519)
Amendment Type	Appropriation / Estimated Revenue Adjustment
Balanced Amendment	Yes
Entry Type	Mid-Year Adjustments
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	Home Organization	*Cost Center	*Fund	Debit Amount	Credit Amount	Memo	Exceptions
FY 2024-25 Year (FY 2024-25 Operating Budget)	9569:OTHER FEDERAL AID	7300 CCC FIRE PROTECTION (Home Org)	7300 CCC FIRE PROTECTION	202000 C C C FIRE PROTECTION	\$0.00	\$323,024.00	UASI Hooklift	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2024-25 Year (FY 2024-25 Operating Budget)	4953:AUTOS & TRUCKS	7300 CCC FIRE PROTECTION (Home Org)	7300 CCC FIRE PROTECTION	202000 C C C FIRE PROTECTION	\$398,155.00	\$0.00	UASI Hooklift	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org
FY 2024-25 Year (FY 2024-25 Operating Budget)	9990:APPROPRIATED FUND BAL	7300 CCC FIRE PROTECTION (Home Org)	7300 CCC FIRE PROTECTION	202000 C C C FIRE PROTECTION	\$0.00	\$75,131.00	UASI Hooklift	Warning : - Home Org on Budget Line Not Equal Initiator's Home Org

Process History

Process	Step	Status	Completed On	Due Date		All Persons	Comment
					Person (Up to 5)		
Budget Amendment Event	Budget Amendment Event	Step Completed	04/01/2025 03:27:50 PM	04/02/2025	Elizabeth Patterson	1	
Budget Amendment Event	Review Budget Amendment	Not Required		04/02/2025		0	
Budget Amendment Event	Approval by Department Approver – Budget Amendment	Sent Back	04/03/2025 11:00:22 AM		Lewis Broschard (Department Approver – Budget Amendment)	1	Send Back Reason from Lewis Broschard: Cuz you asked me to

View Budget Amendment: Budget
Amendment: FY 2024-25 - Operating Budget
on 04/15/2025 : BDA-25-00040

09:27 AM
04/07/2025
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Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Submitted	04/03/2025 11:50:39 AM	04/02/2025	Elizabeth Patterson	1	
Budget Amendment Event	Review Budget Amendment	Not Required		04/02/2025		0	
Budget Amendment Event	Approval by Department Approver – Budget Amendment	Approved	04/04/2025 01:14:08 PM		Aaron McAlister (Department Approver – Budget Amendment)	1	
Budget Amendment Event	Review Budget Amendment	Awaiting Action		04/02/2025	Analiza Pinlac (Budget Specialist (Auditor Office))	3	
					Xia Zhang (Budget Specialist (Auditor Office))		
					Yesenia Campos (Budget Specialist (Auditor Office))		



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1448

Agenda Date: 4/15/2025

Agenda #: C.9

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Bluebeam, Inc. Subscription

☒ Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

RATIFY the Fire Chief, or designee's, execution of a one-year subscription with Bluebeam, Inc. in an amount not to exceed \$5,000, for the purchase of construction blueprint software, for the period January 20, 2025 through January 19, 2026.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

Contra Costa County Fire Protection District (CCCFPD) is currently utilizing a records management system, AMANDA that provides the ability to upload construction blueprints online to the Bluebeam Drawings software. Bluebeam is moving to a new version of this software making it necessary to upgrade to the new software version. This will allow CCCFPD the continued use of the Bluebeam web portal to review and edit blueprints submitted by the public electronically.

The uninterrupted use of Bluebeam's Studio Prime software and its software maintenance services is integral to allow CCCFPD the ability to continue to effectively review and edit customers' construction blueprints.

This agreement includes limitation of liability and indemnification for the County to hold Bluebeam, Inc. harmless from any claims arising out of the performance under this agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this subscription, and its terms and conditions, are not approved, the existing licenses are set to expire. If new licenses are not purchased, CCCFPD will no longer be able to access Bluebeam's blueprint software and lose the ability to efficiently review and edit client's construction blueprints. This will cause delays in delivering service to clients as these blueprints will need to be reviewed and edited by hand.