

Grants & Contracts - Transmittal Memo

DATE: August 30, 2019

FROM: Purchasing Division, Contracts

TO: Jacqueline Hines

CONTRACT #: 11356

VENDOR: Town of Lacrosse

DESCRIPTION: #11356 Town of Lacrosse ILA for Fire Suppression & First Response EMS/Rescue Services

APPROVED BY: Board of County Commissioners

APPROVAL DATE: August 27, 2019

RECEIVED ON: August 30, 2019

TERM START: October 1, 2019

TERM END: Until Terminated

AMOUNT: \$248,731.00

RFP/BID #: N/A

GMW: N/A

POR #
(ENCUMBERANCE): N/A

ACTIONS REQUIRED: Please forward a copy to the vendor & retain a copy for your files.

**INTERLOCAL AGREEMENT FOR FIRE SUPPRESSION &
FIRST RESPONSE EMS/RESCUE SERVICES
BETWEEN ALACHUA COUNTY AND THE TOWN OF LACROSSE**

This Uniform Fire Service Interlocal Agreement for Fire Suppression & First Response EMS/Rescue Services (hereinafter "Agreement") by and between Alachua County, a charter county and political subdivision of the State of Florida (hereinafter "County") and the Town of LaCrosse, a municipal corporation organized under the laws of the State of Florida (hereinafter "City"), is made, entered into, and effective the 1st day of October 2019.

WHEREAS, Chapter 163, Florida Statutes, authorizes public agencies, including counties and cities, to enter agreements to provide services and to exercise jointly the power, privilege, or authority they share in common and which each might exercise separately; and,

WHEREAS, both City and the County deem it appropriate and in furtherance of the public health, safety, and welfare to enter an Interlocal Agreement to provide for fire suppression and first response EMS/rescue services; and,

WHEREAS, the City is located within Alachua County and is authorized to provide fire suppression and first response rescue services; and

WHEREAS, the County is authorized to provide or contract for fire suppression and first response rescue services; and,

WHEREAS, the City is willing and able to provide fire suppression and first response rescue services to the County; and

WHEREAS, the County is willing and able to provide fire suppression and first response rescue services within the municipal boundaries of the City.

NOW, THEREFORE, in consideration of the mutual covenants declared herein and other good and valuable consideration each Party agrees as follows:

Section 1. Intent and Term of Agreement.

- A. The City Fire Department shall be a part of the countywide cooperative system established by the Board of County Commissioners, known as the "Fire Services Network." The County and the City will reciprocate fire and first response EMS/rescue services as dispatched by the Combined Communication Center (CCC).
- B. The term of this Agreement shall commence on October 1, 2019 and shall remain in effect until terminated by agreement of the Parties or as otherwise provided herein. This Agreement supersedes and replaces all prior agreements between the parties.

Section 2. Definitions. For the purposes of this Agreement, the terms listed below shall have the following meanings:

- A. Alachua County Fire Rescue (ACFR) shall mean the County department charged with the responsibility for providing and/or coordinating Emergency Management, radio communications, Emergency Medical, Rescue Services, and Fire Protection services
- B. CCC shall mean the Alachua County Combined Communications Center.
- C. First Response Rescue Services shall mean the initial fire based non-transport response to requests for medical assistance for accident victims and health related incidents.
- D. Standard Communications Protocol shall mean a step-by-step approach to radio communications which uses “plain language” and is based on uniform standards developed and/or adopted by the County.
- E. Incident shall mean a call for fire suppression or first response services to a given location, regardless of the number of apparatus responding.
- F. District Chief shall mean the person who is employed by ACFR and who is designated to assume and assign command and control of emergency incidents.
- G. Fire Services Network shall mean a county-wide cooperative system established by the Board of County Commissioners to ensure the safe and effective delivery of fire rescue services through the core fundamentals of incident command, common terminology, equipment, training, dispatch protocols, radio system, and response assignments.
- H. Insurance Services Office (ISO) shall mean the agency that evaluates and rates the level of fire protection provided by a given agency. This classification score is used by subscriber insurance companies to determine homeowner and business owner insurance rates.
- I. Fire Services Territory shall mean the primary response area representing the area closest to the City’s station as depicted in Exhibit “A” to this Agreement.

Section 3. Fire Suppression and First Response EMS/Rescue Services.

- A. Service Provider and Service Area. The City shall provide the initial response and support to all fire suppression and EMS/rescue incidents throughout Alachua County as dispatched by the Combined Communication Center (CCC) irrespective of political boundaries. The County shall provide initial response and support to all fire suppression and EMS/rescue incidents within the municipal boundaries of the City as dispatched by the Combined Communication Center (CCC).
- B. Incident Command. Command and control of every incident shall comply with the National Incident Management System. Each party may retain, assign, or assume command of a fire incident occurring within its political jurisdiction.
- C. Level of Service (LOS) Standards. City's Fire Department shall meet the following LOS Standards:
1. Unit response shall occur within one (1) minute of dispatch (completion of the initial page).
 2. All personnel must meet the Florida Fire Standards and Training Requirements as set forth in Chapter 633, Part IV, Florida Statutes. In addition, volunteers shall be certified first responders and paid personnel shall be certified emergency medical technicians.
 3. The City shall routinely search the Office of Inspector General's List of Excluded Individuals/Entities webpage to ensure all new hires and employees are not contained on this list. Employees found to be on this list shall not provide services within Alachua County. The city shall provide written documentation verifying all paid and volunteer staff are covered by workers compensation.
 4. The responding Engine, Brush, or Squad unit(s) shall be staffed with two (2) personnel; Tanker may be staffed with one (1) person.
 5. When responding from Station, the initial first response unit must arrive on scene within twelve (12) minutes 80% of the time from dispatch.
 6. Apparatus assignment to incidents shall be in accordance with CCC dispatch protocols.
 7. The County acknowledges the difficulty to which the City has had in achieving an ISO Class 9 rating. The County accepts the terms of the agreement as long as the City continues to work towards achieving an improved ISO rating.

For the purpose of this subsection, the City shall provide ACFR copies of any correspondence received from ISO which indicates a minimum rating greater than 9 within 30 days of receipt.

8. The City's Fire Department shall be responsible for first response fire and EMS within the department's defined Fire Services Territory, to include all responsibility for reporting to the Florida Incident Fire Reporting System (FIFRS). It is recognized that all responses by ACFR to the City Fire Department's Fire Services Territory shall be for the purpose of providing aid to the City's Fire Department and ACFR's response shall be recognized as automatic aid for the purpose of reporting.
9. ACFR shall be responsible for control of all fire investigations within the City Fire Department's defined Fire Services Territory, excluding those within the municipal boundaries.

Section 4. Dispatch Protocols. The City may make protocol recommendations. Dispatch protocols shall be developed by ACFR. Final authority to approve and implement dispatch protocols lies solely with the ACFR Fire Chief.

Section 5. Equipment, Training and Staff.

- A. The City shall provide the necessary equipment and staff to perform its duties under this Agreement.
- B. To ensure compatibility and interoperability with the Fire Services Network the City Fire Department's equipment and operating procedures shall not be inconsistent with or in conflict with that used or adopted by the County.
- C. The County shall provide a complement of Basic Life Support (BLS) disposable medical supplies utilized by the City's primary fire apparatus responding under this Agreement, provided that the supplies are those currently used by ACFR. The County shall resupply consumable supplies as the supplies are used during emergency incidents.
- D. The County shall provide support for necessary training to meet ISO multi-company and automatic aid company training. The list of dates and times for in-person training will be provided on an ongoing basis for scheduling purposes.
- E. The County shall make available all electronic training and the database to all active members of the department. It is agreed that any costs associated with memberships and access fees shall be the responsibility of the department, not ACFR.

- F. The City shall provide to ACFR a list of all active paid and volunteer members who provide fire suppression & first response EMS/rescue services on a quarterly basis, including documentation of qualifications meeting Section 3(C)(2) of this Agreement.

Section 7. Other Agreements. This Agreement shall have priority over any other agreement as related to the provision of fire suppression and first response EMS/rescue services in Alachua County except when City units have already responded to a request for mutual aid with another agency that the City has an agreement with.

Section 8. Dispatch Services. The County will provide central receipt of emergency calls, dispatching of units per the dispatch protocol as established through the CCC, and voice radio communications.

Section 9. Communications Equipment. The County will provide the following communications equipment:

A. Mobile and portable radios. Mobile and portable radios will be provided to the City Fire Department for the exclusive use when responding to incidents dispatched by Alachua County. The actual number of radios provided shall be determined by the ACFR Fire Chief in consultation with the City's representative. The number of radios provided by the County will not exceed ten (10).

1. The County will provide access for County-owned radios to the Countywide Radio System (CRS).
2. The County shall be responsible for maintenance, installation/removal, and replacement of County-owned radios. All mobile radios are to be installed in primary emergency response apparatus by authorized technicians.
3. Additional mobile and portable radios may be purchased by the City, but must meet the specifications and have full operability with the CRS.
4. The City shall be responsible for any additional monthly CRS access fees for additional City owned CRS-capable mobile radios.
5. The City shall be responsible for maintenance, installation/removal, and replacement of City-owned radios. All mobile radios are to be installed in primary emergency response apparatus by authorized technicians.

Section 10. Payment.

- A. The County shall pay the City for services provided to the County identified in this agreement in accordance with the following:
1. The total number of responses for service provided by the City to unincorporated Alachua County, and municipalities where ACFR is designated as the first response fire suppression and EMS provider.
 2. For the purposes of calculating payment for service year 1, the compensation shall be \$248,731 and is based upon FY 18 responses considering the Hague Fire Station impact at a rate of \$605.48 per apparatus response to an incident.
 3. Payments in subsequent years shall be based on the previous calendar years responses, January 1 – December 31st. For example, FY 21 payment shall be based upon responses that occurred from January 1, 2019 through December 31st, 2019.
 4. The established compensation rate per response shall be increased annually based on the previous calendar years Consumer Price Index (CPI) from the Bureau of Labor Statistics-South Region. CPI will be determined during the annual budget process.
 5. The City Fire Chief and ACFR Fire Chief, or their designee, shall confer annually between January 1 and March 1, establish the compensation rate per incident and CPI for the following calendar year. Additionally, this meeting will confirm the compensable number of responses from the previous calendar year, allowing both entities to properly budget for the following fiscal year.
- B. Payments to the City shall be made in twelve (12) equal payments made on a monthly basis in accordance with the provisions for § 218, Part VII Florida Statutes (“Local Government Prompt Payment Act”). Payment must be received no later than the 30th of the month that the payment is due.
- C. In the event this agreement is terminated pursuant to Section 12, a prorated share of funds shall be payable until the date of termination.
- D. The County shall fund the items listed below for the City’s participation in the Fire Services Network :
1. Administrative oversight and management of the Fire Services Network.
 2. Replenishment of Disposable Medical supplies.
 3. Access to and use of the Countywide Radio System.
 4. Mobile and portable radios.
 5. Dispatch and radio communication services.

- E. The City shall reciprocate payment of \$605.48 per response to the County when County fire apparatus (excluding rescue and command) are dispatched as the “Primary responder” within the municipal boundaries of the City. “Primary responder” is defined as the only unit dispatched to an incident or when dispatched as the closest unit due to the unavailability of appropriate apparatus from the City Fire Department. The County shall not invoice the City for response in the City if the City is simultaneously responding to a call in the County. Payment to the County shall be made in the month immediately after the month services were provided to the City in accordance with the provisions for § 218, Part VII Florida Statutes (“Local Government Prompt Payment Act”). Payment must be received no later than the 30th of the month that the payment is due.
- F. Notwithstanding any provision to the contrary, after September 30, 2019, the City may notify the County of its desire to renegotiate the amount specified in subsection (A) by providing written notice to ACFR to be received by December 31st of the year immediately preceding the fiscal year in which the change in contract amount is sought.

Section 11. Entire Agreement This Agreement constitutes the entire agreement and supersedes all prior written or oral agreements, understandings, or representations.

Section 12. Effective Date, Duration, Termination. This Agreement shall be effective on October 1, 2019 and shall remain in effect from year-to-year until midnight September 30, 2024 and unless otherwise terminated as follows:

- A. **Breach.** If either party fails to fulfill its obligations under this Agreement, or if either party breaches any of the provisions, covenants, or stipulations under this Agreement, the other party shall give a written notice to the party in default stating the failure or breach and provide a reasonable time period for correction of same. In the event the correction is not made in the allotted time, the other party shall send a written notice of termination, effective not earlier than 120 days from the date of notice. Within 30 days of the notice of terminate, the Administrating Officials of each party shall meet in an effort to resolve the dispute.
- B. **Termination Due to Funds Availability.** The performance of any and all provisions of this Agreement by the City and County are expressly conditioned upon the availability of funds lawfully appropriated and budgeted to carry out the purpose of this Agreement. In the event either party anticipates an unavailability of funds, then that Party may terminate this Agreement, effective at midnight on the next September 30th, by providing written notice no later than May 31st of that year. Each Party is the sole and final authority as to the availability of funds for such party. Each party is obligated to pay all funds due prior to the date of a termination.

- C. Either party may terminate this Agreement for convenience by providing written notice of termination to the other party. Written notice of termination for convenience shall be submitted by October 1st and the effective date of which shall be the following September 30th.

Section 13. Insurance.

- A. The County represents that it is self-funded for liability insurance in accordance with Section 768.28, Florida Statutes. The County hereby assumes responsibility for, and hereby agrees to indemnify and hold the City harmless from any and all liability, claims, or damages imposed on the City up to the monetary limits provided in Section 768.26, Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of the County and its agents or employees relating to the responsibilities of the County and the services to be provided by the County under this agreement. The County agrees to maintain insurance coverage, either through self-insurance or commercial policy, on their property utilized as part of this Agreement to include premises liability in the amount to ensure full replacement.
- B. The City hereby assumes responsibility for, and hereby agrees to indemnify and hold the County harmless from any and all liability, claims, or damages imposed on the County up to the monetary limits provided in Section 768.28, Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of the City and its agents or employees relating to the responsibilities of the City under this agreement. The City agrees to maintain insurance coverage, either through self-insurance or commercial policy, on their property utilized as part of this Agreement, to include premises liability in the amount to ensure full replacement.
- C. Each party agrees to provide the other with copies of the certificates of insurance for all coverages in effect throughout the term of this Agreement and will provide the other with thirty (30) days notice of any cancellation or amendment to the insurance coverages.

Section 14. Liability. Each party shall be solely responsible for the negligent acts or omissions of its employees, volunteers, and agents which in any way relate to or arise out this Agreement. Nothing contained herein shall be construed as consent to be sued by third parties in any matter arising out of this Agreement or constitute a waiver by either party of its sovereign immunity or provisions of 768.28, Florida Statutes. This agreement does not create any relationship with, or any rights in favor of, any third party.

Section 15. Service Disputes. The County and City shall each appoint one representative whose responsibility shall be to review and resolve any and all service disputes. The Representatives

must be from an operational Chief level classification. Repeat, habitual, and unresolved disputes will be forwarded to the attention of the ACFR Chief and City Manager.

Section 16. Filing of Agreement. The County, upon execution of this Agreement, shall file the same with the Clerk of the Circuit Court in the official records of Alachua County, as required by Section 163.01(11), Florida Statutes.

Section 17. Applicable Law. The laws of the State of Florida shall govern this Agreement; venue is in Alachua County, Florida.

Section 18. Notices. Except as otherwise provided herein, any notice, acceptance, request, or approval from either party to the other party shall be in writing and sent by certified mail, return receipt requested, and shall be deemed to have been received when either deposited in a United States Postal Service mailbox or personally delivered with signed proof of delivery. The County's representative and the City's representative are:

Michele Lieberman, County Manager
Alachua County, Florida
12 SE 1st St, Second Floor
Gainesville, FL 32602-2877

CHIEF DARNELL HARRIS
clerk JACROSS Fire Dept
20721 N SR 121
PO DRAWER D
LACROSSE FLA 32658

J. K. "Jess" Irby
Clerk of the Court
201 East University Av.
Gainesville, FL 32601
ATTN: Finance and Accounting

Office of Management and Budget
12 SE 1st St, Second Floor
Gainesville, Florida 32601
ATTN: Contracts

Section 19. Non-Waiver. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach, and shall not be construed to be a modification of the terms of this Agreement.

Section 20. Severability. If any provisions of this Agreement shall be declared illegal, void, or unenforceable the other provisions shall not be affected but shall remain in full force and effect.


IN WITNESS WHEREOF, the parties hereto have made and executed this Interlocal Agreement for Fire Suppression & First Response EMS/Rescue Services between Alachua County and the Town of LaCrosse on the respective dates beneath each signature.

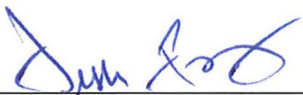
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ALACHUA COUNTY:

**BOARD OF COUNTY COMMISSIONERS OF
ALACHUA COUNTY, FLORIDA**

ATTEST:

By: 
Charles S. Chestnut, IV, Chair
Board of County Commissioners
Date: Aug. 28, 2019


J.K. "Jess" Irby, Clerk

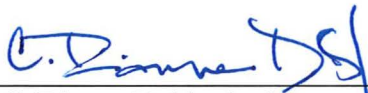
APPROVED AS TO FORM

(SEAL)



Alachua County Attorney

TOWN OF LaCROSSE:

TOWN OF LaCROSSE

By: 
C. Dianne Dubberly, Mayor
Town of LaCrosse
Date: 7/8/2019

ATTEST:

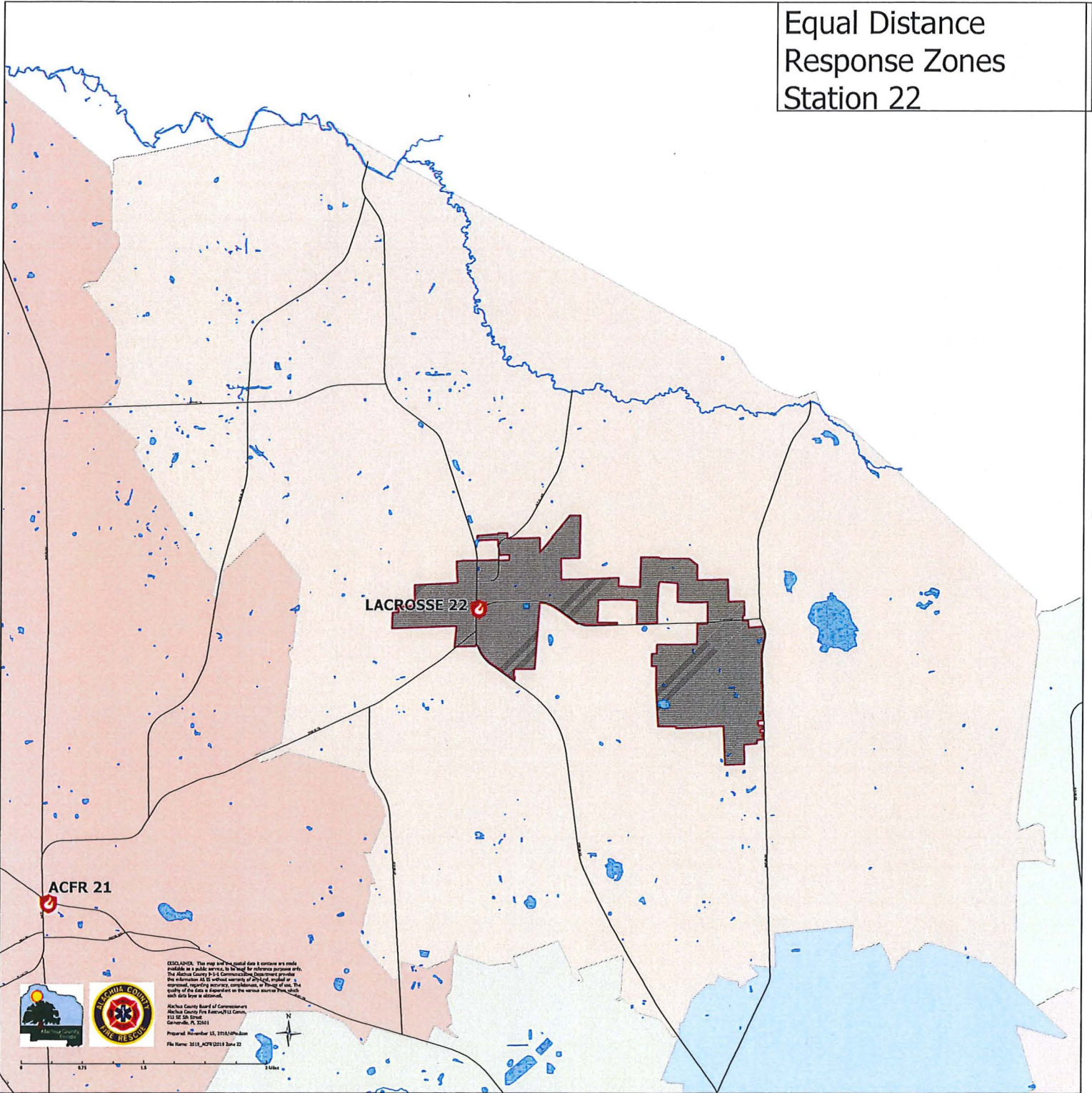

Clerk

APPROVED AS TO FORM

(SEAL)


Town of LaCrosse Attorney

Equal Distance Response Zones Station 22



DISCLAIMER: This map and the spatial data it contains are made available as a public service, to be used for reference purposes only. The Alcohol County 911 Dispatch Department provides the information AS IS without warranty of any kind, implied or expressed, regarding accuracy, completeness, or fitness of use. The quality of the data is dependent on the various sources from which such data were obtained.

Alcohol County Board of Commissioners
Alcohol County Fire Authority/911 Center
513 SE 6th Street
Graham, OR 97331
Prepared: November 15, 2018/MP/abm
File Name: 2018_ACFR 2018 June 22

Agenda Item Name:

Approval of Rural Fire Agreements

19-0127

Presenter:

Harold Theus, Chief

Description:

Approval of the Interlocal Agreements for Fire Suppression & First Response EMS/Rescue services between Alachua County and Rural Municipalities

Recommended Action:

Approve and sign the Interlocal Agreements for Fire Suppression & First Response EMS/Rescue services between Alachua County and Rural municipalities

Prior Board Motions:

At the August 9, 2018 BoCC meeting, Commissioner Hutchinson moved that soon after October 1, 2018 that the County Manager returns to the Board with some parameters with how to revise the way of funding fire services.

At the December 4, 2018 BoCC meeting, Commissioner Cornell moved the following:

1. Continue fully funding each non-municipal department with increases not exceed Consumer Price Index (CPI).
2. Negotiate contracts with Municipal Departments based on Cost per response \$605.48 to find this Tier Level 1 Service for Lacrosse and Micanopy and that we negotiate contracts with Municipal Departments on Cost per response of \$713.39 based on that level of service with Newberry and High Springs and we negotiate long term contracts for 3 to 4 years depending on what County Manager Lieberman brings back in her recommendation.
3. Request Interim Fire Chief Harold Theus to bring back his assessment of the Capital Equipment for the Non-Municipal Stations (Cross Creek, Melrose and Windsor) and add Lacrosse Station within 90 days.

The motion carried 5-0.

At the March 26, 2019, BoCC Meeting, **Commissioner Cornell** moved the following:

- A. To reaffirm commitment to 1 and 2 listed below:
 1. Continue fully funding each non-municipal department with increases not to exceed Consumer Price Index (CPI).
 2. Negotiate with Municipal Departments based on cost per response \$605.48 to find this Tier Level 1 Service for Lacrosse and Micanopy and that we negotiate contracts with Municipal Departments on cost per response of \$713.39 based on that level of service with Newberry and High Springs and we negotiate long term contracts for 3

to 4 years depending on what County Manager Lieberman brings back in her recommendation.

- B. That the County looks at the one time capital needs in conjunction with the Budgeting process with the Alachua County Fire Rescue request. As part of that request the County considers potentially program replacement funds into the Alachua County Fire Rescue budget.
- C. Direct staff to work with Cross Creek and Congressman Yoho on any additional capital grants that are available and bring those opportunities back to the Board for consideration.
- D. Direct that local stations get first right of refusal on County surpluses equipment. Allow local stations to purchase through the County Purchasing process to achieve savings.

The motion carried 5-0.

Fiscal Consideration:

FY20 Contract amounts are as follows:

City of High Springs	\$336,506.00
City of Newberry	\$206,883.10
Town of LaCrosse	\$248,731.00
City of Micanopy	\$189,515.24
Town of Cross Creek	\$263,120.00
Windsor Volunteer Fire Department	\$263,120.00
Melrose Volunteer Fire Department	\$263,120.00

Background:

For many years the residents of Alachua County have benefited from established cooperative partnerships between rural fire departments and the County. This year, staff was directed to negotiate contracts with all seven rural providers. Four of the providers are municipal based fire departments and staff negotiated a cost per response methodology with a 4 year term. For the remaining three departments, which are located in unincorporated areas of Alachua County, a fixed price was negotiated to ensure 2-person staffing, 24 hours per day.

All contracts contain language stating that annual increases shall not exceed the Consumer Price Index (CPI).