

Those persons wishing to speak on any item, whether or not it is included on the agenda, are requested to fill out and submit to the Clerk of the Board a "Request to Speak" form. Thank you.

It is the intention of the Chino Valley Independent Fire District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Chino Valley Independent Fire District will attempt to accommodate you in every reasonable manner. Please contact the Administration Office (909) 902-5260 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the District's Administrative Headquarters, 14011 City Center Drive, Chino Hills, CA 91709.

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Special Meeting - Standing Committee Meeting
Finance Committee

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Monday, February 26, 2024

8:00 a.m. - Open Session

AGENDA

ROLL CALL

FLAG SALUTE

INVOCATION

Chaplain Joey Padilla

PUBLIC COMMUNICATIONS

This is the time and place for the general public to address the Committee about subjects that do not appear elsewhere on the agenda. The public may address items on the agenda at the time addressed by the Committee.

Due to Board policy and Brown Act requirements, action may not be taken on any issue on the agenda. When you address the Committee, please state your name and address (optional) prior to making your remarks. Please limit your comments to 3 minutes.

MINUTES

1. Minutes - November 29, 2023 - Meeting

OLD BUSINESS - None

NEW BUSINESS

2. PURCHASE OF FIREFIGHTER'S PROTECTIVE CLOTHING SYSTEMS

The purpose is for the Finance Committee to review the proposed purchase of firefighter protective clothing systems.

ADJOURNMENT

I, Angela Robles, Clerk of the Board, on behalf of the Board of Directors, do hereby certify that a copy of this agenda has been posted by 6:00 p.m., on Friday, February 23, 2024.

Angela Robles

Angela Robles, Clerk of the Board

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Minutes - November 29, 2023 - Meeting

ATTACHMENTS:

November 29, 2023 - Finance Committee Meeting Minutes

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Special Meeting - Standing Committee Meeting
Finance Committee

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Monday, November 29, 2023
2:00 p.m. Committee Meeting

MINUTES

CALLED TO ORDER

President DeMonaco called to order the meeting at 2:00 p.m. He explained the process for members of the public to participate in the meeting and provide public comment.

ROLL CALL

President John DeMonaco
Vice President Harvey Luth
Fire Chief Dave Williams
Finance Director Mark Shaker
Clerk of the Board Angela Robles
Accountant Dawn Burns

FLAG SALUTE

President John DeMonaco led the flag salute.

INVOCATION

Marco Miranda, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

Clerk of the Board Robles stated there were no changes to the agenda.

PUBLIC COMMUNICATIONS

None.

MINUTES

1. Minutes – September 25, 2023 Meeting

The Committee agreed to file the minutes, as presented.

OLD BUSINESS

None.

NEW BUSINESS

2. APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24

Purpose is for the Finance Committee to review the method for computing the Fire District's appropriations limit and to review the proposed Board Resolution No. 2023- 11 for establishing the annual appropriation limit for Fiscal Year 2023-24.

Report by Finance Director Mark Shaker.

Finance Director Shaker stated the appropriations limit is comprise of a variety of factors including the CPI as well as population within the Chino Valley Fire District.

Finance Director Shaker explained the process of calculating the appropriations limit.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

3. 2024-25 BUDGET DEVELOPMENT PROCESS AND CALENDAR

Purpose is for the Finance Committee to review the Fiscal Year 2024-25 budget calendar.

Report by Finance Director Mark Shaker.

Finance Director Shaker presented the 2024-25 budget calendar to the Finance Committee as well as the budget development process. He noted the Budget Workshop is proposed to be held on Wednesday, May 29, 2024.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on the Consent Calendar for approval by the Board of Directors at the next regular meeting.

4. FY 2022-23 DRAFT AUDIT REPORTS

Purpose is to present the Fiscal Year 2022-23 draft Annual Comprehensive Financial Report to the Finance Committee for review

Report by Finance Director Mark Shaker.

Finance Director Shaker provided a summary and responded to inquires from the Committee regarding the 2022-23 draft audit report. He noted the auditors, Van Lant & Frankhanel LLP issued a clean opinion on the District's financial statements.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

5. 2024 MONTHLY FINANCIAL REPORT SCHEDULE

The purpose is to review and discuss the Monthly Financial Report schedule for the calendar year 2024.

Report by Finance Director Mark Shaker

Finance Director Shaker stated the December 2023 Monthly Financial report would not be included in the January 2024 Board Agenda due to the holiday and agenda publication date. The report will be included in the February 2024 Board Agenda packet resulting in the Monthly Financial Report period aligning with the same reporting period as the Monthly Treasurer's Report.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

ADJOURNMENT

The meeting was adjourned at 2:38 p.m.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 26, 2024

TO: FINANCE COMMITTEE

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: PURCHASE OF FIREFIGHTER'S PROTECTIVE CLOTHING SYSTEMS

PURPOSE:

The purpose is for the Finance Committee to review the proposed purchase of firefighter protective clothing systems.

DISCUSSION:

The National Fire Protection Association (NFPA) 1851 standard recommends replacement of firefighter protective clothing systems, also known as turnouts, every ten years. The District follows the NFPA recommendation and the Uniform and Equipment Committee has completed a comprehensive risk assessment and designed a specification that meets the NFPA 1851 standard. A segment of the District's currently issued turnouts have exceeded their lifespan and must be replaced. Additionally, with the current recruitment of eight new Firefighter Paramedics, there is an opportunity to benefit from volume purchasing.

Staff has worked with Municipal Emergency Services (MES) to secure Sourcewell RFP pricing through the Fire Rescue Group Purchasing Organization (FRGPO). Sourcewell RFP pricing complies with District Purchasing Policy 3.12.270. MES is the authorized vendor for Honeywell First Responder Products (HFRP) and will facilitate the order.

The quotation from MES includes 60 complete protective clothing systems, which accounts for the required replacements and inventory for the new Firefighter Paramedics. Each firefighting protective clothing system consists of one coat and one pant:

Coats: 60 units @ \$2,140.37/ea = \$128,422.20
Pants: 60 units @ \$1,377.30/ea = \$82,638.00

Per MES quotation #QT1781941 (attached), the total for the order including tax and shipping is \$227,693.12. Per the vendor, tax and shipping are estimates and may be recalculated at time of

shipment. Taking this into consideration, staff recommends approval of the total amount of the order not to exceed \$235,000.00.

The current amount budgeted for this item in the District FY 2023/2024 budget is \$260,000.00 in account 100-60-62-000-7025.

RECOMMENDATION:

It is recommended that the Finance Committee review the proposed purchase of firefighter protective clothing systems, in the amount not to exceed \$235,000.00 and provide direction to staff.

ATTACHMENTS:

MES Quotation # QT1781941



(877) 637-3473

Quote

Quote # QT1781941
Date 01/26/2024
Expires 03/31/2024
Sales Rep Meyer, Lisa
Shipping Method FedEx Ground
Customer CHINO VALLEY INDEPENDENT FIRE DIST.
Customer # C55157

Bill To

ACCOUNTS PAYABLE - DAWN BURNS
 CHINO VALLEY FIRE DISTRICT
 14011 City Center Drive
 Chino Hills CA 91709
 United States

Ship To

ATTN: Brett Mattson
 CHINO VALLEY FIRE DIST. FIRE STATION
 67
 5980 Riverside Dr.
 Chino CA 91710
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
HFRP Tail Coat	CACHIN00179		CACHIN00179 HFRP Tail Coat LTO 17BG Tail Khaki - CHINO VALLY INDEPEN-CA	60	\$2,140.37	\$128,422.20
HFRP Tail Pant	CACHIN00180		CACHIN00180 HFRP Tail Pant LTO 17BG Tail Pant Khaki	60	\$1,377.30	\$82,638.00

To place an order please contact Lisa Meyer at (951) 903-3749.
Thank you for doing business with MES!

Subtotal \$211,060.20
Shipping Cost \$275.75
Tax Total \$16,357.17
Total \$227,693.12

Sourcewell Member #194644
 Sourcewell RFP #032620 revision 9 Firefighting Personal Protective Equipment, Apparel, and Accessories, with Related Cleaning and Maintenance Equipment. EXPIRATION DATE AND EXTENSION. This Contract expires May 7, 2024, unless it is canceled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year. Period upon request of Sourcewell and with written agreement by Vendor.

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1781941