



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: November 26, 2013

TO: Mayor and Councilmembers

FROM: Administration, Airport Department
Administration, Fire Department

SUBJECT: Professional Services Agreement To Analyze Aircraft Rescue and Fire Fighting Services

RECOMMENDATION:

That Council authorize the Airport Director and Fire Chief to execute a contract with Citygate Associates, LLC, to conduct an independent analysis of the current Aircraft Rescue and Fire Fighting service levels at the Santa Barbara Airport, in an amount not to exceed \$34,337.

DISCUSSION:

Background

All commercial service airports in the United States are required to comply with Federal Aviation Administration certification requirements under Title 14 of the Code of Federal Regulations Part 139. Part 139 requires airports to provide Aircraft Rescue and Fire Fighting (ARFF) services. Through an inter-departmental agreement the City Fire Department provides ARFF station staffing and the Airport Department assumes all costs for overhead, personnel, supplies and materials, and training. The ARFF apparatus is owned by the Airport and is funded by FAA Airport Improvement Program grants and Airport revenue.

ARFF Service Evaluation

The Airport and Fire Departments have been tasked with evaluating the current service levels for Aircraft Rescue and Fire Fighting (ARFF) as required by Federal Aviation Administration. Due to the rising cost of ARFF services, staff developed a Request for Proposals for an independent analysis of the current service level to determine options for cost controls while meeting FAA requirements and maintaining firefighting best practices.

The Request for Proposals was distributed to known fire and emergency service consultants and was also listed on the American Association of Airport Executives website. The scope of work for the analysis included the following:

- Existing service levels and FAA requirements
- Provide options for meeting FAA requirements at lower cost
- Best Practices of ARFF programs at California airports similar to SBA to include type of ARFF services, type of provider, and budgeted costs
- Emergency Response factors:
 1. City of Santa Barbara Fire Department Operational S.O.P.'s
 2. Santa Barbara County Operational Area Mutual Aid Plan
 3. EMS Responses on the Airport Operations Area (Operations Area) and on airport property
 4. Santa Barbara County Communications Plan
 5. Impacts staffing options will have on Fire Departments "surge" capacity for other large scale emergency response
- Examine a coordinated approach to Fire Prevention and ARFF functions involving the inspection and enforcement and fire investigation of facilities on the Operations Area. Inspections to be conducted jointly with Airport and Fire Prevention personnel. The fire safety inspection program should be integrated with similar inspections of airport facilities by Prevention and Airport personnel on airport properties outside the Operations Area.
- Specify training program in accordance with FAA regulations, Advisory Circulars and NFPA standards
- Identify the required apparatus and equipment
- Costs and MOU obligations

A total of five proposals were received and three companies were selected for interviews. Fire and Airport Department staff conducted interviews with the three companies on October 16. The proposals were evaluated based on the experience and qualifications of the consultant's team, the approach to the project scope of work, references and ability to meet the schedule and budget. As a result of the interviews and reference check, staff is recommending that the City enter into a contract with Citygate Associates, LLC.

BUDGET/FINANCIAL INFORMATION:

Funds for this project were included in both the Fire and Airport Department's operating budgets.

PREPARED BY: Hazel Johns, Assistant Airport Director

SUBMITTED BY: Karen Ramsdell, Airport Director
Pat McElroy, Fire Chief

APPROVED BY: City Administrator's Office