

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 4f

ACTION ITEM

Date of Meeting January 12, 2016

DATE: December 9, 2015

TO: Ted Fick, Chief Executive Officer

FROM: Randy Krause, Fire Chief

SUBJECT: Inter-Local Agreement between Port of Seattle Fire Department and Kent Fire Department Regional Fire Authority for preventative maintenance and repair of POSFD Apparatus.

Amount of This Request: \$3,000,000

Source of Funds: ADF

ACTION REQUESTED:

Request authorization for the Chief Executive Officer to execute an interlocal agreement between the Port of Seattle Fire Department (POSFD) and Kent Fire Department Regional Fire Authority (Kent Fire RFA) to provide preventive maintenance and repair of POSFD apparatus for one year with nine additional one-year options for an estimated value of \$3 million (approximately \$300,000 per year).

SYNOPSIS:

The POSFD emergency response fleet has been maintained for sixty years by a single department Firefighter/Mechanic. With the increasing technologies and the need for additional assistance, Labor and Management have agreed that this critical work would be better served through an Interlocal Agreement with an agency that has a proven Fire Apparatus Fleet Management Program to ensure cost effectiveness and business continuity.

BACKGROUND:

Fire and emergency apparatus are unique vehicles that require special certifications. This type of service and repair can better be performed by personnel that only repair emergency apparatus and are certified to perform this type of work.

Kent Fire RFA is a Public Agency and has the capacity to support the maintenance of the Port fleet. The fleet will benefit greatly from their current staff of five (5) Certified Fire Apparatus Mechanics as well as their plans to increase to seven (7) Certified Mechanics.

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The effective date of this agreement shall be February 1, 2016, and shall have a one (1) year term. The Port shall have the option to extend the Agreement for nine (9) additional one (1) year terms, for a total potential term of ten (10) years. The estimated anticipated costs for labor and parts in a year are approximately \$300,000. The actual cost in any given year will depend on the maintenance performed.

PROJECT JUSTIFICATION AND DETAILS

The Port of Seattle Fire Apparatus Fleet has grown and is to the point that it exceeds the capabilities of the Port's current staffing of one mechanic to perform this work. Consideration was given by Labor and Management to add staffing in-house and it was agreed upon by both to pursue an outside Agency to perform this work.

This Agreement would be made and entered into pursuant to the provisions of RCW Chapter 39.34, the Interlocal Cooperation Act, and consistent with the requirements of chapter 39.34, the Port and Kent RFA have the legal authority to provide necessary maintenance and repair of fire Apparatus equipment.

Scope of Work

Complete necessary procurement within Q1 2016.

FINANCIAL IMPLICATIONS:

The costs of maintaining the fire apparatus fleet is included in the annual operating budget for the Fire Department. The 2016 budget includes approximately \$292,000 for staff costs (mechanic) and parts. The funding source for these operating expenses will be the Airport Development Fund.

STRATEGIC OBJECTIVES:

This ILA supports the Port strategies to "Enhance the Public Understanding and Support of the Port's Role in the Region and to be a High Performance Organization." As an industry leader in aircraft rescue and fighting, this agreement enhances our strategic posture by allowing us to maintain a fully operational fleet for response readiness.

BUSINESS PLAN OBJECTIVES:

The primary focus of Seattle-Tacoma International Airport is the provision of a safe and secure airport operating facility with sufficient emergency support for our tenants, the traveling public, and to protect the region's airport assets. The Fire Department strategic apparatus plan for Emergency Vehicles allows us to continue to provide high level emergency response with equipment that are up to date and in line with current standards and requirements.

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ALTERNATIVES AND IMPLICATIONS CONSIDERED

Option 1: Continue Fleet Management/Maintenance in-house with one (1) Mechanic. (Not recommended)

The current practice costs approximately \$292,220. This includes Salary and Benefits for one (1) Mechanic at \$192,220 and an additional \$100,000 for budgeted costs related to parts.

Pros: None.

Cons:

- Current mechanic is unable to keep up with workload as well as enhanced technologies for equipment.
- The aging fleet has significant down time for repairs, typically with multiple vehicles out of service at one time.
- There is currently no coverage for the mechanic to partake in out of office training and vacations.
- The current mechanic is eligible to retire in 2016 and there is not another certified mechanic to replace his position.

OPTION 2: Hire Additional Personnel to support Fleet Management and Maintenance. (Not Recommended)

The cost estimate for the option would be approximately \$388,000. This includes Salary and Benefits for two employees at \$288,000 and an additional \$100,000 for budgeted costs related to parts.

Pros:

- This option provides opportunity to improve our current abilities.
- This enhances efficiency for fleet maintenance with less down time for apparatus.
- This also provides continued coverage for trainings and vacations.

Cons:

- Additional increase to budget for costs related to salary and benefits.
- Increasing technologies are beyond our current mechanics abilities.

OPTION 3: Enter into an Inter-Local Agreement with Kent Regional Fire Authority to provide maintenance and repair of POSFD apparatus. (This is the Recommended Alternative)

This option best fits our future strategic goals and operational needs. This one (1) year contract with options will allow flexibility to address any changing needs. Annual budget is estimated at \$300,000 (approximately \$200,000 for labor costs and \$100,000 for parts). Costs will be allocated from the existing POSFD approved operating budget. Annual cost may fluctuate depending on the amount of service needed for the vehicles. Overall estimated cost for full contract duration of 10 years is \$3 million.

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Pros:

- The POSFD receives a certified Fleet Management Program to facilitate maintenance.
- The POSFD will gain access to (2) and up to (5) Certified Fire Mechanics.
- This option allows for scheduling timely maintenance and repairs of Fire Apparatus.
- This will continue the established working relationship with Kent Fire RFA.

Cons: None identified.

PREVIOUS COMMISSION ACTION:

N/A