

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 27, 2023

8:00 a.m. - Open Session

AGENDA

**** TELECONFERENCE MEETING INFORMATION****

In accordance with AB 361 this meeting will be conducted remotely.

In order to participate in this meeting, please follow the following instructions.

Current Meeting GoToWebinarURL:

<https://attendee.gotowebinar.com/register/7697763798413861982>

Please be aware that when you join the meeting real-time, your screen name will appear on the GoToWebinar screen.

For ADA accommodations, please contact the Clerk of the Board at (909) 315-8805 or by email at clerk@chofire.org 48 hours prior to the meeting.

REAL-TIME AND RECORDED PUBLIC VIEWING OF COMMITTEE MEETINGS
The Committee will use the platform GoToWebinar to hold Committee Meetings. Register using the GoToWebinar URL listed on the Committee meeting agenda.

Upon entering the meeting, you will be in listen-only mode and muted until called on.

For telephone real-time listen-only mode, registration is not required. Please follow the instructions below:

1. Call: 1 (877) 309-2074
2. Enter attendee number: 166-111-631
3. Select the # key: 986-088-019

PUBLIC COMMENTS

The public will have the option to either submit a public comment by email to be read into the record by the Clerk of the Board at the requested time during the Committee Meeting, or participate real-time at the appropriate requested time during the meeting by registering for the meeting and selecting the “raise hand” feature and the appropriate time.

PUBLIC COMMENT – To be read by the Clerk of the Board during Committee Meeting:

- Email your comments to clerk@chofire.org
- Email subject line should read: “Public Comment – Read by Clerk of the Board.” List date of meeting. The body of the email should include the public comment exactly as it should be read by the Clerk of the Board during the meeting. Specify if the comment is on a topic not on the agenda. If the topic is not on the agenda, please provide a topic description. If the comment is on a specific item on the agenda, please clearly describe the location of the item on the agenda such as New Business and state the number of the agenda item.
- Comments read by the Clerk of the Board must be limited to 300 words.
- Submit emails 1 hour prior to the start time of the Committee Meeting.
- Please note that your name will be read into the record.

PUBLIC COMMENT – Real-time public participation during Committee Meeting:

If you wish to provide a real-time public comment, please register at GoToWebinar URL:
<https://attendee.gotowebinar.com/register/7697763798413861982>

When registering for a real-time public comment, specify if the comment is on a topic not on the agenda. If the topic is not on the agenda, provide a topic description. If the comment is on a specific item on the agenda, clearly describe the location of the item on the agenda such as New Business and state the number of the agenda item. You may also use the “raise hand” feature at the appropriate time and you will be called upon and unmuted.

- Log on to GoToWebinar with the URL link provided on the Committee agenda 15 minutes prior to the start of the meeting. Upon entering the meeting you will be muted.
- Registered attendees will be unmuted at the time of the public comment.
- Attendees may also need to “unmute” their own devices to be heard.
- When your name is called, begin the public comments by stating your name and address (optional) for the record.
- Comments must be limited to 5 minutes.

ROLL CALL

INVOCATION

Chaplain Marco Miranda

FLAG SALUTE

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 5 minutes.

MINUTES

1. Minutes - January 23, 2023 - Meeting

OLD BUSINESS - None

NEW BUSINESS

2. SOLE SOURCE JUSTIFICATION REQUEST FOR AIR EXCHANGE INC. FOR THE PURCHASE AND INSTALLATION OF PLYMOVENT EXHAUST SYSTEMS

Purpose is to review and discuss a Sole Source Justification and agreement with Air Exchange Inc. for the purchase and installation of Plymovent Exhaust Systems at the District Fire Stations for an amount not to exceed \$330,131.76 and authorize the Fire Chief to execute the necessary documents on behalf of the Fire District.

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 24, 2023.

Angela Robles

Angela Robles, Clerk of the Board

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Minutes - January 23, 2023 - Meeting

ATTACHMENTS:

Minutes - January 23, 2023 - Meeting

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

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Monday, January 23, 2023
8:00 a.m. Committee Meeting

MINUTES

TELECONFERENCE MEETING ANNOUNCEMENT

President DeMonaco opened the meeting at 8:00 a.m. and stated that in accordance with AB361, the Chino Valley Fire District will hold the Special Committee meetings of the Board of Directors remotely. He explained the process for members of the public to participate in the meeting and provide public comment. President DeMonaco also announced that the meeting would be recorded.

ROLL CALL

President John DeMonaco
Vice President Harvey Luth
Fire Chief Dave Williams
Deputy Chief Carlos Skibar
Deputy Chief Jeremy Ault
Acting Deputy Chief Dean Smith
Finance Director Mark Shaker
Human Resources Director Anthony Arroyo
Clerk of the Board Angela Robles
Deputy Clerk of the Board Ariana Cisneros

FLAG SALUTE

President John DeMonaco led the flag salute.

INVOCATION

Fire Chief Dave Williams provided the invocation.

CHANGES TO THE AGENDA

President Kreeger asked Clerk of the Board Angela Robles if there were any changes to the agenda.

Clerk of the Board Robles stated that there were no changes.

PUBLIC COMMUNICATIONS

None.

MINUTES

1. Minutes – November 28, 2022 Meeting

The Committee agreed to file the minutes, as presented.

OLD BUSINESS

None.

NEW BUSINESS

2. 2022-23 MID-YEAR BUDGET REVIEW AND ANALYSIS

Purpose is to conduct a mid-year budget review for discussion purposes.

Report by Finance Director Mark Shaker.

Finance Director Shaker stated that staff has conducted a mid-year budget review and analysis, focusing on budget trends and projections of revenues and expenditures for the balance of the fiscal year. As of December 31, 2022, the District is halfway through the fiscal year. He also provided an associated analysis in summary to the committee. The information was also provided in the agenda packet.

President DeMonaco asked Clerk of the Board Robles if there was Public comment.

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

President DeMonaco asked for Committee comment.

There was no Board comment.

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

ADJOURNMENT

The meeting was adjourned at 8:19 a.m.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 27, 2023

TO: FINANCE COMMITTEE

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: SOLE SOURCE JUSTIFICATION REQUEST FOR AIR EXCHANGE INC.
FOR THE PURCHASE AND INSTALLATION OF PLYMOVENT EXHAUST
SYSTEMS**

PURPOSE:

Purpose is to review and discuss a Sole Source Justification and agreement with Air Exchange Inc. for the purchase and installation of Plymovent Exhaust Systems at the District Fire Stations for an amount not to exceed \$330,131.76 and authorize the Fire Chief to execute the necessary documents on behalf of the Fire District.

DISCUSSION:

The District has been awarded the Assistance to Firefighters Grant (AFG) in the amount of \$301,483.41 with a required District match of \$30,148.35 for a total project amount of \$331,631.76. Since 2001, the AFG has helped firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training and other resources necessary for protecting the public and emergency personnel from fire and related hazards.

The District applied for the Assistance to Firefighters Grant through FEMA for Source Capture Exhaust Systems for the District Fire Stations. Source Capture Exhaust Systems allow apparatus to safely vent diesel smoke which is a carcinogen. Modern systems are highly effective at removing harmful exhaust when apparatus are running in the bays. The District's fire stations are each equipped with Source Capture Exhaust Systems that are all in excess of 12 years of age and are failing. This grant will fund the modification of the aged systems with new, up to date and NFPA 1500 compliant systems.

The Board of Directors accepted the grant at the January 11, 2023 Board of Directors Meeting. The next step in the grant process is to approve an agreement with Air Exchange, Inc. to supply and install the Plymovent Exhaust Systems. Staff is seeking approval through the sole source provisions in the District's purchasing policy under Section 3.12.270 (2).

The Purchasing Policy states that an exception to the District's normal competitive bidding requirements is allowed when the commodity can be obtained from only one vendor. Air Exchange has provided a letter stating that Air Exchange, Inc is the exclusive dealer of Plymovent Exhaust Systems in the State of California and qualifies under the exception noted in the District's Purchasing Policy.

It is anticipated that the work would be completed before the end of Fiscal Year 22-23; however, supply chain issues may cause the completion of the project to be pushed into early Fiscal Year 23-24.

The total cost of the project will be funded under the recently approved AFG with a District match of 10%. The total cost of the attached quote in the amount of \$330,131.76 is just under the total grant award maximum of \$331,631.76. The total project amount, including the required 10% match will be included in the Mid-Year Budget Adjustment to be presented in the April Board Meeting.

RECOMMENDATION:

It is recommended that the Finance Committee review and discuss the sole source justification and agreement with Air Exchange, INC. and provide direction to staff.

ATTACHMENTS:

Exclusivity Letter
Air Exchange Plymovent Quote



January 19, 2023

To Whom It May Concern,

The purpose of this letter is to confirm that Air Exchange is the exclusive dealer of Plymovent vehicle exhaust extraction systems in the states of Alaska (fire), Nevada (vex & fire), Oregon (fire), Washington (fire), for all the zip codes inclusive of 900-918; 923-935; 936-966 in California (vex & fire), and 835-838 in Idaho (fire). As the only Plymovent dealer in these territories, Air Exchange is in good standing and has the exclusive rights to sell, install and service our vehicle exhaust extraction systems.

For over 40 years, Plymovent has created products that provide a safe and healthy work environment. Together with our nationwide dealer network, Plymovent continuously strives to design and engineer products that meet or exceed our customers' expectations and needs.

If you have any questions, please do not hesitate to contact me.

Kindest regards,
PLYMOVENT CORP.

Brad Pitzl
President/General Manager

Quotation

Delivery Address:

Chino Valley Fire Dept. HQ
14011 City Center Drive
Chino CA 91709
United States

Invoice Address:

Chino Valley Fire Dept. HQ
Attn. Steve Burns
14011 City Center Drive
Chino CA 91709
United States

Delivery Terms : Delivered at place, Chino
Payment Terms : 30 days net
Currency : USD
Email : info@airexchange.com

Quotation Number : 6030572
Quotation Date : January 19, 2023
Customer Number : QB00064
Your Reference : FERMA AFG GRANT
Valid to : February 18, 2023

Dear Mister Burns,

Thank you for your interest. We offer the following items:

Quantity	Item	Description	Gross amount per unit	Discount	Net amount
1 Each	0000201717	FEMA AFG GRANT MAGNETIC CONVERSIONS	330,131.76		330,131.76
Sub total				330,131.76	
Net total					330,131.76

FEMA AFG GRANT #61-62-63-64-65-66-67

#61 Scope of Work: Upgrade current pneumatic system to new magnetic grabber. Total of 6 drops, BC-F250, Engine-61, T-61, USAR-61 and Ambulance-61, (3) transmitters, (1) Antenna, (1) Receiver, (3) Conical adapters, (6) TEV 3HP Fan, (1) Silencer, (1) Accelerator Cap, (6) Pressure sensors
\$34,133.12

#62 Scope of Work: Upgrade current pneumatic system to new magnetic grabber. Remove old style back in systems and install MRP Drive through system, total of 3 drops, BE-62, Engine-62, Reserve Engine-62, (3) transmitters, (1) Antenna, (1) Receiver, (3) Conical adapters, (1) TEV 3HP Fan, (1) Silencer, (1) Accelerator Cap, (3) Pressure sensors.
\$56,000

#63 Scope of Work: Upgrade current pneumatic system to new magnetic grabber total of 3 drops, WT-63, Engine-63, Reserve Engine-63 to include (3) transmitters, (1) Antenna, (1) Receiver, (3) Conical adapters, (3) Pressure sensors.
\$18,909.98

#64 Scope of Work: Upgrade current pneumatic system to new magnetic grabber. Remove old style back in systems and install MRP Drive through system, total of 3 drops, P-64, ME-64, Reserve Engine-64, (3) transmitters, (1) Antenna, (1) Receiver, (3) Conical adapters, (1) TEV 3HP Fan, (1) Silencer, (1) Accelerator Cap, (3) Pressure sensors.
\$56,000

Quotation

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Quotation Number: 6030572

#65 Scope of Work: Upgrade current pneumatic system to new magnetic grabber total of 4 drops. Remove old style back in systems and install MRP Drive through systems, total of 4 drops, MS-65, Engine-65, Reserve Engine-5, spare drop, (4) transmitters, (1) Antenna, (1) Receiver, (4) Conical adapters, TEV 3HP Fan (4) Pressure sensors.

\$56,000

#66 Scope of Work: Upgrade current pneumatic system to new magnetic grabber. Remove old style back in systems and install. STRA Drive through systems, total of 6 drops, OES, MS-66, Engine-66, Reserve Engine-6, spare drop and Ambulance-66, (6) transmitters, (1) Antenna, (1) Receiver, (6) Conical adapters, (1) TEV 7.5HP Fan, (1) Silencer, (1) Accelerator Cap, (6) Pressure sensors.

\$90,178.68

#67 Scope of Work: Upgrade current pneumatic system to new magnetic grabber total of 3 drops, MS-67, Engine-67, Reserve Engine-67 (3) transmitters, (1) Antenna, (1) Receiver, (3) Conical adapters.

\$18,909.98

SOLE SOURCE LETTER TO FOLLOW WITH PROPOSAL

Best Regards,

John Whitney
Air Exchange
john.whitney@airexchange.com

Our general conditions of sales and delivery shall apply.

Signature when agreed (if appropriate)
