From: Mayor

Subject: Approval of Contract with Chugiak Fire & Rescue, Inc. to Provide Fire, Rescue and Emergency Medical Services in the Chugiak Fire Service Area for the Municipality of Anchorage, Anchorage Fire Department (AFD) ($727,000)

The Municipality entered into an agreement in December 2007 with the Chugiak Fire & Rescue, Inc., a non-profit corporation. The corporation is to participate in mutual aid operations with the Anchorage Fire Department to provide fire protection services in the Chugiak Service Area. The corporation is also to provide emergency medical services at the emergency technician level in the same service area.

The agreement is for a Ten-Year period, requiring the corporation to provide all ongoing administrative support functions, supplies, equipment, maintenance of equipment and facilities, and other services necessary to perform all required emergency services. The corporation has two paid positions; one administrative person and one maintenance person. All other personnel performing fire fighting and rescue services are volunteers. Fire and rescue services are supported by a local mill levy, which funds are incorporated into AFD's budget for payment to the corporation on a quarterly basis upon approval by the Fire Chief, AFD. Emergency medical services are subject to direct reimbursement by the AFD to the corporation upon receipt of valid invoices.

Approval of this Assembly Memorandum will permit issuance of a purchase order, incorporating the above agreement, and formalizing the financial processes for compensation to the corporation for the services rendered.

Based upon the above information and attached Departmental Memorandum, it is recommended that approval of award be granted for budget year 2008 in the amount of $715,000 per year for Fire and Rescue Operations, and an amount not to exceed $12,000 per year for EMS operations. In addition, request approval for annual renewal of the agreement, not to exceed ten years, subject to appropriation of funds and continued mutual agreement of the parties.

Recommended by: Barton R. Mauldin, Purchasing Officer

Fund Certification: Sharon Weddleton, CFO

104-3540-3151-354000-BY2008 - $715,000
101-3530-3151-353000-BY2008 - $ 12,000
(Both 2008 Operating)
104-3540-3151-354000-BP2009-2017 - $6,435,000
(2009-2017 Operating Funds Subject to Appropriation)

Concur: Michael k. Abbott, Municipal Manager

Respectfully submitted: Mark Begich, Mayor
Municipality of Anchorage
Anchorage Fire Department
Memorandum

DATE: December 24, 2007

TO: Bart Mauldin, Purchasing Director

THRU: Fire Chief Craig Goodrich

FROM: Michelle Weston, Deputy Chief of Administration

SUBJECT: Authorization of the Chugiak Fire and Rescue Inc Non-Profit Agency Operating Agreement with the Anchorage Fire Department to provide fire, rescue and emergency medical services to citizens living within the Chugiak Fire Service Area.

In December 2007, the Anchorage Fire Department (AFD) executed an operating agreement with the Chugiak Volunteer Fire Department Inc (CVFR), a non-profit corporation to provide fire, rescue and emergency medical services to citizens living within the Chugiak Fire Service Area.

Under the terms of the 10 year agreement, CVFR Inc will perform all administrative support and personnel functions to perform all required emergency services.

Fire and rescue services are supported by the Chugiak Fire Service mil levy. Chugiak will receive these funds by way of quarterly installments approved for distribution by the Anchorage Fire Chief.

Emergency medical services are subject to direct reimbursement by the Anchorage Fire Department Areawide Fund (101) appropriations drawn against operating department, Emergency Medical Services (EMS). Chugiak Inc will recover EMS expenses by direct invoicing.

AFD will pay quarterly fire installments and (EMS) reimbursements by utilizing a purchase order. This is an identical process to the way Girdwood Fire and Rescue Inc funds are reimbursed.

Please initiate the steps to secure approval from the Municipal Assembly to authorize the issuance of an annual purchase order to support fire and rescue operations, consistent with the department's approved budget and a second annual purchase order to provide reimbursement of all expenses incurred pursuant to the performance of EMS services.

For the 2008 budget year, AFD requests approval of the following purchase order, not to exceed obligations against the fund certifications noted:

3151-104-3540-000-0000-2008-354000 $715,000 (Fire/Rescue Operations)
3151-101-3530-000-0000-2008-353000 $12,000 (EMS Operations)

Thank you for your assistance in expediting the processing of this request.
**Content ID:** 006046  
**Type:** AM_CitingFunds - Citing Funds Memorandum  
**Title:** Approval of Contract with Chugiak Fire & Rescue, Inc. to Provide Fire, Rescue and Emergency Medical Services in the Chugiak Fire Service Area for the Municipality of Anchorage, Anchorage Fire Department (AFD) ($727,000)

**Author:** roysters  
**Initiating Dept:** Purchasing  
**Description:** Pre-encumbered, PR #17977, $727,000  
**Date Prepared:** 2/15/08 2:06 PM  
**Director Name:** Barton R. Mauldin  
**Assembly Meeting Date:** 2/26/08

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CONSENT AGENDA – NEW BUSINESS