



REGIONAL DISTRICT of Fraser-Fort George

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REPORT FOR CONSIDERATION

TO: Chair and Directors

FROM: Michael Higgins, General Manager of Community Services

DATE: October 7, 2022

SUBJECT: City of Prince George Centralized Fire Dispatch Service

SUMMARY: Purpose: Consider Amending Resolution Authorizing Contract
Attachments: None
Previous Reports: Item #10.3.2 August 2022

File No.: 402.3

RECOMMENDATION(S):

1. THAT the report be received.
2. THAT the amount referenced in Res. No. 559/22 be amended for a total contract amount from \$10,860,000 to \$11,200,000.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All Weighted	Majority

ISSUE(S):

At the August 18, 2022 regular meeting, the Board authorized entering into a five year contract with the City of Prince George for Centralized Fire Dispatch Services, in the amount of \$10,860,000. It has been determined that the contract amount referenced in the resolution was incorrect. The correct total amount for the five (5) years as set out in the report is \$11,200,000.

The amounts set out in the August, 2022 report for each of the five years was correct; however, the total amount of the contract noted in the recommendation approved by Board was incorrect.

The Board is being asked to consider amending the Res. No. 559/22 for the correct contract amount of \$11,200,000.

RELEVANT POLICIES:

Policy RD-03-09: Procurement of Goods and Services

- to establish a consistent approach for the procurement of goods and services which ensures best value is obtained when spending public funds.

STRATEGIC ALIGNMENT:

- ☐ Climate Action ☐ Economic Health ☐ Indigenous Relations ☒ Strong Communities
- ☐ None – Statutory or Routine Business

SERVICE RELEVANCE:

The 9-1-1 Emergency Response Service provides for emergency 9-1-1 call taking services, transfer of emergency calls to the appropriate downstream agency, and coordinated fire dispatch and communications services for 79 fire/rescue agencies. It further supports the operation, maintenance and development of a fire/rescue radio dispatch and communications system for fire/rescue agencies in the Regional District of Fraser-Fort George.

The 9-1-1 Emergency Response Service further supports the development and operation of two centralized fire dispatch facilities located within the City of Prince George. It supports a reciprocal agreement for the provision of fire dispatch back-up service with North Island 9-1-1 Corporation. At the January Board meeting, Administration was provided authorization to negotiate with Regional District of Central Kootenay for the addition of 20 dispatch agencies in 2023.

FINANCIAL CONSIDERATION(S):

The agreement sets out the annual fees for each of the five years:

Year	Amount
2023	\$ 2,000,000
2024	\$ 2,150,000
2025	\$ 2,250,000
2026	\$ 2,350,000
2027	\$ 2,450,000
TOTAL	\$11,200,000

Sufficient funds will be budgeted in the 9-1-1 Emergency Response Service annual operating budget to cover the annual cost for centralized fire dispatch services for each year of the agreement.

OTHER CONSIDERATION(S):

Res. No. 559/22 from the August 18, 2022 meeting is as follows:

RES. NO. 559/22

Moved by McConnachie
Seconded by Everitt

THAT an agreement for centralized fire dispatch services with the City of Prince George be entered into for a five-year term for a total contract amount of \$10,860,000.

CARRIED

The Centralized Fire Dispatch Service Agreement between the City of Prince George and the Regional District of Fraser-Fort George (RDFFG) expires on December 31, 2022. Centralized Fire Dispatch Services provide for fire/rescue dispatch and communications services for fire/rescue agencies in the RDFFG, Cariboo (CRD), Kitimat-Stikine (RDKS), Central Kootenay (RDCK) and Bulkley-Nechako (RDBN) regional districts.

DECISION OPTIONS:

1. Approve recommendations.
 - the Centralized Fire Dispatch Service Agreement with the City of Prince George for a five-year term will be entered into and executed as authorized

COMMENTS:

The provision of centralized fire dispatch service is critical to saving lives and reducing suffering. The service provision enhances the life safety of residents and communities within the Regional District of Fraser-Fort, our partnering regional districts and to our local government public safety partners.

Respectfully submitted,

"Michael Higgins"

Michael Higgins
General Manager of Community Services

MH:aa

BACKGROUNDER

Centralized Fire Dispatch Service Agreement – 2023 - 2027 (Regional District of Fraser-Fort George and City of Prince George) Summary of Fundamental Terms

This five year agreement, which will commence on January 1, 2023, will govern the provision of centralized fire dispatch services by the City of Prince George to the Regional District, and to fire/rescue agencies in the Cariboo Regional District, Kitimat-Stikine Regional District, Bulkley-Nechako Regional District, and the Regional District of East Kootenay that receive services under contract with the Regional District of Fraser-Fort George.

The following is a summary of the fundamental terms of the agreement.

Term: Five years commencing January 1, 2023, with an option to renew by mutual agreement.

Service Fee: An annual fee is payable by the Regional District during each year of the term as follows:

- 2023 – \$2,000,000
- 2024 – \$2,150,000
- 2025 – \$2,250,000
- 2026 – \$2,350,000
- 2027 – \$2,450,000

Services: The City is to provide:

- Fire Dispatch Services for the Service Area (as defined) in accordance with the NFPA 1221 standard for the Installation, Maintenance, and use of Emergency Services Communications Systems;
- Trained fire dispatchers and supervisory personnel as required for the provision of Fire Dispatch Services and supervision of the FOCC.

The Agreement provides for the potential increase or decrease in the number of partnering regional districts who receive services, and the adjustment in the number of fire dispatch personnel and service fees in that event.

Facilities: The City is responsible to provide space for the accommodation of the Fire Operations Communications Centre (FOCC) at the City's Fire Hall No. 1.

The Regional District is responsible for equipping the FOCC with all necessary equipment (including communications equipment), furnishings, material and supplies as are necessary for the operation of the FOCC.

The Regional District is also responsible for the establishment of the FOCC Backup Dispatch Facility. Responsibility for other operational and maintenance costs for the FOCC are allocated in accordance with the Agreement.

Other: A Contract Administration Committee is established, with representatives from both parties, to meet regularly to discuss the Agreement and any matters of concern.

In addition, the Agreement:

- Addresses responsibility for the custody and control of Fire Dispatch Services records, for the purposes of the *Freedom of Information and Protection of Privacy Act*;
- Provides mutual obligations to maintain property insurance and for each party to indemnify the other against claims arising from that party's negligence;
- Provides a mechanism for resolving disputes between the parties;
- Addresses the potential for early termination in the event either party defaults in performance of their obligations, and provides each party with the option to terminate the agreement at their discretion by providing a minimum of 6 months' notice.