

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held July 14, 2022

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Thursday the 14th day of July, 2022 at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:00 p.m. The meeting was broadcast via Zoom with the following Meeting ID No. 91560544357, and Passcode 103418.

The following were present:

Commissioners Dana Kirkham, Derik M. Nielsen, David H. Long, Ralph Isom, and Tyler Gebs (via phone) were present. The following were also present: Attorney Doug Nelson, Attorney Abigail French, District Operations Officer Dick Fowler, Ammon Area Fire Chief Stacy Hyde, Ucon Fire Chief Scott Norman, City of Idaho Falls Fire Chief Duane Nelson, Ron Anderson, School District No. 91 Instructor Greg Foster, BCFD Station (via Zoom), Kim Gebs (via Zoom), and Jimmie Hitch (via Zoom).

Notice of the time, place and purpose was posted at premises of 490 Memorial Drive, Idaho Falls, Idaho, as well as the Fire District website. A copy of the notice and agenda is attached to these minutes.

It was declared that a Quorum of Commissioners were present and due notice of the meeting had been posted in accordance with law.

DISCUSSION AND ACTIONS

1. **Call to Order.** The meeting was called to order at approximately 12:05 p.m. by Ralph Isom.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on June 9, 2022 were reviewed and following a motion made by Derik Nielsen and seconded by David Long, the same were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated July 14, 2022, prepared and submitted by Accountant Terri Gazdik, was reviewed. Ms. Gazdik, reviewed the expenditures and reported on related items. Ms. Gazdik explained that

expenditures were under the budgeted amount. Ms. Gazdik attributed the excess to the use of grants. Mr. Fowler noted that \$258,000 would be coming out this fiscal year to pay for the new truck. Discussion was had on rates and various CDs held at institutions. Ralph Isom reported that he had not closed the Bank of Commerce CD; Ms. Gazdik explained that since the account was not closed, the CD would have been renewed at the current rate. Attorney Doug Nelson advised the board that they would want to ensure that funds in the accounts were not being aggregated and recommended that the account agreements be reviewed by the auditor as well as legal counsel. Following discussion and upon motion made by David Long and seconded by Derik Nielsen, and unanimously accepted, the report was approved including a total expenditure of \$462,154.79

4. **Discussion and Reports.** The following items were reviewed and discussed or actions were taken:

- a. District Operations Office Dick Fowler reported on the replacement of the O2 sensor at the west station.

Dick Fowler reported on the estimated cost of replacing the South Station; Dick Fowler explained that he had received estimates from contractors, with some estimating a cost of around \$350.00 a square foot. Dick Fowler stated he believes the District has three options: 1) sell the station to the City of Idaho Falls for 1.5 million, 2) continue to hold the station, 3) list the station on the market. Dick Fowler noted that he had not had a commercial appraisal done on the station because of the estimated six (6) month delay in receiving an appraisal. Discussion was had on the possibility of selling the station to the City of Idaho Falls. Dick Fowler noted that while the Fire District currently has a good relationship with the City of Idaho Falls, that has not always been the case. It was determined that a formal proposal was needed and that discussion and review of said proposal would occur at the August meeting.

Dick Fowler reported that an appraisal had been done on the Cat dozer, estimating the value to be around \$27,000-\$30,000. Dick Fowler reported that an appraisal had been done on the trailer, estimating the value to be around \$7,500-\$7,800. Dick Fowler that the City of Ucon had previously expressed interest in purchasing the Cat dozer and trailer but at a lower price. Discussion was had on the possibility of selling the equipment to Ucon at a lower price. It was determined that the matter

would be put on next month's agenda for further discussion and possible action.

Dick Fowler reported on Fire Chief Hyde's proposal to the Director of the Airport, a copy of which is attached hereto. Dick Fowler reported that the Airport ultimately went with a company out of Texas.

Dick Fowler reported on the proposed budget. Dick Fowler discussed his proposal to add two (2) or three (3) hours of pay for sleep time. With the cost of adding three (3) hours estimated to be \$60,000 and the cost of adding two (2) hours estimated to be \$46,800. Dick Fowler also reported on the need to replace Chief Hyde's vehicle as it has or is approaching 100,000 miles.

- b. Chief Duane Nelson did not have numbers for the total number of calls and fires for the month, but stated he would provide them at next month's meeting. Chief Nelson reported that there has been a large structural fire on the 2nd of July, which had been caused by lightning strike and resulted in a total loss. Chief Nelson reported that the 4008 truck "the moose truck" was back in service. Chief Nelson stated that he looked forward to the potential acquisition of the South Station as well as the potential staffing of said station, with staffing made possible by either the Safer Grant or Senate Bill 783
- c. Chief Stacy Hyde provided a list of proposed equipment for donation to Idaho Falls School District No. 91. A copy of said list is attached hereto. After discussion, a motion was made to approve the equipment donation by Dana Kirkham and seconded by Derik Nielsen with unanimous approval. Chief Hyde reported on the status of grant money and the August 31st deadline. Chief Hyde reported that he was in need of credit cards for employee use on wildland fire trips for incidental expenses. Chief Hyde reported that there had been 20 calls, 2 of which were fire related. Chief Hyde reported there had been 1 activity totaling 1.5 man hours. Chief Hyde also reported that they were preparing for Ammon Days and the District's presence at said event. Chief Hyde discussed increasing the pay rate for employees on contract fires to meet the AD rate. Chief Hyde also noted that next budget year he intended to ask for a raise for part-time staff.

5. **Public Comment.** No public comments were made.

6. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Ralph Isom and seconded by Derik Nielsen with unanimous approval at 1:28 p.m.

Approved the 11th day of August, 2022.


Approved by Board Chairman

ATTEST:

The undersigned, as Secretary of the Bonneville County Fire Protection District No. 1, hereby attests that the foregoing minutes were approved by a proper vote of the Board of Commissioners of the Fire Protection District on the 11th day of August, 2022.


David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

July 14, 2022

NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting I D number 915 6054 4357 and Pass Code: 103418 . For those attending in person the number of persons permitted to attend may be limited for health safety reasons. Priority for personal attendance shall be given to the five serving Fire District commissioners and other officers of the District. .

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Thursday, July 14, 2022 at the hour of 12:00 o'clock p.m. to be held in the conference room at Nelson Hall Parry Tucker, PLLC., located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 and by Zoom, as above mentioned. The Commissioners of the Fire District will take up the following agenda during the meeting:

1. Call to Order and Roll Call by Chairman Ralph Isom
2. Review and approval of minutes for the regular meeting held June 9, 2022.
Action: Approve minutes of regular meeting held 06/09/2022.
3. Review and action on July, 2022 monthly bills and financial statement for preceding month (Terri Gazdik).
Action: Approve monthly bills and financial report
4. Discussion and Reports from District Operations Officer, Fire Chiefs and legal counsel, including:
 - a. Richard Fowler, Operations Officer:
 - (1) **Action: Approve replacement of O2 sensor at Faust Station**
 - (2) Report on potential purchase of 65th South Property
 - (3) Report on findings on South Station
 - (4) Report on Cat dozer estimate
 - (5) Report on Submission of cost estimate to the Director of the Airport for fire coverage
 - (6) Report on proposed budget and related questions
 - (7) Status of Bank of Commerce CD and East Idaho Credit Union Account
 - b. Chief Duane Nelson, report regarding Idaho Falls Fire Department activity and needs
 - c. Chief Stacy Hyde, report regarding Ammon Area fire responses activity and needs as well as possible donation of equipment to School District No. 91.
Action: Approve equipment donation to School District No. 91
5. Patron and community comments (limited to 5 minutes each)
6. **Summary of Action Items:**
 - (a) Approval of June 9, 2022 meeting minutes.
 - (b) Approval of the monthly bills and financial report.

(c) Action to accept replacement of O2 sensor at Faust Station.

(d) Action to approve equipment donation to School District No. 91.

7. Recess/Adjournment

Bonneville County Fire Protection District No. 1, Derik M. Nielsen, Dana Krikham, David H. Long, Ralph Isom, and Tyler Gebbs, Commissioners.


Bonneville County Fire Protection District #1
Summary of Accounts Payable
July 14, 2022

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Nelson Hall Parry Tucker PA	June consulting	07/11/22	Upon receipt	2,674.00		2,674.00
Cooper Norman	consulting - Inv 97391	07/07/22	Upon receipt	3,265.00		3,265.00
Century Link	208-525-4800	5/28&6/28	pd online	44.60		44.60
	208-524-9124	06/10/22	pd online	35.02		35.02
Rocky Mountain Power	E 65th , S 55th, S 45th	06/23/22	pd online	277.94		277.94
	2137 S Ammon	06/07/22	pd online	72.70		72.70
	Fire station	06/07/22	pd online	598.77		598.77
Intermountain Gas	S 55th W	06/29/22	pd online	34.26		34.26
	S 45th W	07/01/22	pd online	10.71		10.71
	E 65th S	07/01/22	pd online	83.78		83.78
	2137 S Ammon	06/30/22	pd online	78.85		78.85
	3575 Brookfield Lane	06/30/22	pd online	19.80		19.80
Cardmember Services	BCFD	07/08/22	Upon receipt	117.19		117.19
	Ammon	07/08/22	Upon receipt	6,069.23		6,069.23
Allied Business Solutions	AR385886	07/01/22	Upon receipt	18.05		18.05
AlSCO	Inv LBLA2296304,2300216	6/20,7/4	Upon receipt	195.41		195.41
Apparatus Equipmen & Service	Inv 22-IV-7094	06/08/22	Upon receipt	642.01		642.01
Automotive Charging & Starting	Inv 25866	06/29/22	Upon receipt	389.95		389.95
	Inv 25922	07/08/22	Upon receipt	479.90		479.90
BPA Health	Inv 0028537-IN	07/01/22	Upon receipt	75.00		75.00
IRON	Inv 3422, 3467	6/1,7/1	Upon receipt	200.00		200.00
Premier Truck	Inv 787138686	06/10/22	Upon receipt	65.99		65.99
City of Ammon	June 2137 S Ammon	06/23/22	Upon receipt	125.13		125.13
	June3575 Brookfield	06/23/22	Upon receipt	94.22		94.22
D & L Cleaners	7/1/22 strt	07/01/22	Upon receipt	18.90		18.90
LN Curtis	Inv SCBA SO677746	05/18/22	Upon receipt	109.55		109.55
O'Reilly	Inv 3832389059,3832392193	6/28,7/2	Upon receipt	312.56		312.56
9 Alarm Safety Apparel	Inv 6-3-22 grant	06/03/22	Upon receipt	9,000.00		9,000.00
City of Idaho Falls	Inv 06-7-2022 carpeting for fire station#2	06/07/22	Upon receipt	5,565.00		5,565.00
	July payment	07/01/22	Upon receipt	420,268.00		420,268.00
Discount Doors	Inv 5775	06/30/22	Upon receipt	133.00		133.00
Diversified Inspections	Inv IND151957	06/27/22	Upon receipt	1,005.76		1,005.76
Dustin Mortimer	TOK004677	06/24/22	Upon receipt	750.00		750.00
Municipal Emergency Services	IN1724118	06/14/22	Upon receipt	2,306.70		2,306.70
Quality Steel	Inv 22-047	05/25/22	Upon receipt	3,250.00		3,250.00
Russ's Ovehead Doors & Awning	Inv 13517	06/02/22	Upon receipt	330.00		330.00
Wex Fuel	June billing	06/30/22	Upon receipt	3,437.81		3,437.81
	Total			462,154.79		462,154.79

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	matures 12/9/2022	276,931.61 0.30%
Mountain America Federal Credit Union	matures 3/19/23	298,559.49 0.30%
Westmark	matures 1/2/23	279,020.40 0.45%
Citizens Community Bank/Glacier	matures 4/24/2023	272,215.61 0.40%
Lookout CU	matures 10/22/23	265,373.86 0.25%
Bank of Commerce CD #6216	matures 6/11/2022	283,513.93 0.25%
Connections CU CD	matures 12/1/2022	272,938.06 0.20%
DL Evans	matures 9/27/2022	262,473.24 0.35%
LGIP		2,389,192.55 0.89%
Connections savings		31.37
Idaho Central Credit Union Savings		25.00
Mountain America Federal Credit Union		5.00
Westmark Savings		25.28
Lookout Credit Union savings		25.70
Lookout Credit Union savings		25.00
Bank of Commerce		82,163.32
Bank of Commerce MM		5,285.82 0.05%
TOTAL		4,687,805.24

Fiscal year	2021/2022
City of Idaho Falls payments	
Due	
Octobe x	420,268.07
Januar x	420,268.07
April x	420,268.07
July x	420,268.06
Total	1,681,072.27

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

07/14/22

Accrual Basis

October 2021 through June 2022

	Oct '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Income				
400.00 · Tax Revenues	2,643,325.60	2,235,455.00	407,870.60	118.2%
4030.00 · Proceeds from Sale of Assets	100.00	0.00	100.00	100.0%
410.00 · Interest Income	8,050.72	22,500.00	-14,449.28	35.8%
420.00 · Miscellaneous Income	23,250.00	54,168.75	-30,918.75	42.9%
440.00 · Grant Proceeds	19,000.00	300,000.00	-281,000.00	6.3%
Total Income	2,693,726.32	2,612,123.75	81,602.57	103.1%
Expense				
500.00 · Advertising				
501.02 · Public Relations - Ammon	4,330.20	0.00	4,330.20	100.0%
500.00 · Advertising - Other	232.20	3,975.03	-3,742.83	5.8%
Total 500.00 · Advertising	4,562.40	3,975.03	587.37	114.8%
505.00 · Auto - Fuel & Oil	13,359.83	20,062.49	-6,702.66	66.6%
510.00 · Bank Charges	143.09	0.00	143.09	100.0%
520.00 · Capital Outlay	199,839.42	157,500.00	42,339.42	126.9%
530.00 · Travel				
530.02 · Travel & Meetings -Ammon	501.26	0.00	501.26	100.0%
530.00 · Travel - Other	326.43	0.00	326.43	100.0%
Total 530.00 · Travel	827.69	0.00	827.69	100.0%
535.00 · Dues & Subscriptions	4,633.37	3,937.50	695.87	117.7%
550.00 · Ins - Fire, Auto & Liab.	1,071.50	23,249.97	-22,178.47	4.6%
568.00 · Audit Fees	10,000.00	7,499.97	2,500.03	133.3%
569.00 · Accounting Costs	32,880.40	37,500.03	-4,619.63	87.7%
570.00 · Legal Costs	44,478.67	38,250.00	6,228.67	116.3%
574.00 · Contract Services-Machine Hire	0.00	1,125.00	-1,125.00	0.0%
575.00 · Building Maintenance/Operation				
575.02 · Building Repair & Maint - Ammon	6,209.10	0.00	6,209.10	100.0%
575.00 · Building Maintenance/Operation - Other	11,153.59	23,625.00	-12,471.41	47.2%
Total 575.00 · Building Maintenance/Operation	17,362.69	23,625.00	-6,262.31	73.5%
576.00 · Ground Repair & Maint	3,043.86	0.00	3,043.86	100.0%
580.00 · Miscellaneous	184.25	0.00	184.25	100.0%
581.02 · Clothing & Uniforms - Ammon	5,873.22	0.00	5,873.22	100.0%
583.02 · Postage - Ammon	174.09	0.00	174.09	100.0%
585.00 · Office Supplies/Expense	925.25	0.00	925.25	100.0%
586.00 · Training & Certification	2,506.21	8,624.97	-6,118.76	29.1%
615.00 · Repairs & Maint - Equipment				
615.01 · Repair & Maint Equip- BCFD	506.65	0.00	506.65	100.0%
615.02 · Repair & Maint- Equip Ammon	1,765.48	0.00	1,765.48	100.0%
615.00 · Repairs & Maint - Equipment - Other	29,509.95	20,999.97	8,509.98	140.5%
Total 615.00 · Repairs & Maint - Equipment	31,782.08	20,999.97	10,782.11	151.3%
616.00 · Vehicle Repair & Maintenance				
616.2.1 · Truck # E1 Engine	113.13	0.00	113.13	100.0%
616.2.2 · Truck # E2 Engine	401.31	0.00	401.31	100.0%
616.3.3 · Truck # WT3 Water Tender	635.46	0.00	635.46	100.0%
616.4.1 · Truck #T1 Tower	74.40	0.00	74.40	100.0%
616.5.1 · Truck #B1 Brush	115.26	0.00	115.26	100.0%
616.7.1 · Truck #C1 Chief	185.47	0.00	185.47	100.0%
616.7.2 · Truck #C2 Chief	70.00	0.00	70.00	100.0%
616.7.3 · Truck #C3 Chief	1,437.10	0.00	1,437.10	100.0%
616.00 · Vehicle Repair & Maintenance - Other	9,861.00	0.00	9,861.00	100.0%
Total 616.00 · Vehicle Repair & Maintenance	12,893.13	0.00	12,893.13	100.0%
625.00 · Supplies				
625.02 · Department Supplies - Ammon	149.89	0.00	149.89	100.0%
625.00 · Supplies - Other	7,707.78	44,849.97	-37,142.19	17.2%
Total 625.00 · Supplies	7,857.67	44,849.97	-36,992.30	17.5%
630.00 · Taxes & Licenses	772.69	0.00	772.69	100.0%
640.00 · Utilities	18,293.20	17,174.97	1,118.23	106.5%

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

07/14/22

Accrual Basis

October 2021 through June 2022

	Oct '21 - Jun 22	Budget	\$ Over Budget	% of Budget
645.00 · Wages & Salaries				
645.01 · Salaries - BCFD	163,409.83	56,506.50	106,903.33	289.2%
645.02 · Salaries - Ammon	0.00	598,954.75	-598,954.75	0.0%
645.00 · Wages & Salaries - Other	445,363.70	0.00	445,363.70	100.0%
Total 645.00 · Wages & Salaries	608,773.53	655,461.25	-46,687.72	92.9%
647.00 · Employee Benefits				
647.01 · Employee Benefits - BCFD	17,207.35	0.00	17,207.35	100.0%
647.02 · Employee Benefits - Ammon				
648.00 · Insurances - Employee	104,980.40	0.00	104,980.40	100.0%
648.11 · HSA	4,808.84	0.00	4,808.84	100.0%
648.12 · PERSI	9,927.68	0.00	9,927.68	100.0%
648.13 · HRA	3,426.98	0.00	3,426.98	100.0%
648.14 · Phone Reim	628.27	0.00	628.27	100.0%
Total 647.02 · Employee Benefits - Ammon	123,772.17	0.00	123,772.17	100.0%
647.00 · Employee Benefits - Other	66,948.47	289,816.92	-222,868.45	23.1%
Total 647.00 · Employee Benefits	207,927.99	289,816.92	-81,888.93	71.7%
650.00 · Wages - Tax & Insurance				
633.01 · Wages - Tax & Ins BCFD	14,101.94	0.00	14,101.94	100.0%
650.00 · Wages - Tax & Insurance - Other	20,635.60	77,284.53	-56,648.93	26.7%
Total 650.00 · Wages - Tax & Insurance	34,737.54	77,284.53	-42,546.99	44.9%
655.00 · Workmens Compensation	33,759.00	28,100.25	5,658.75	120.1%
6560 · Payroll Expenses - BCFD	129.00	0.00	129.00	100.0%
660.00 · IT	20,472.04	26,250.03	-5,777.99	78.0%
675.00 · Fire Dept Grant Expend	12,390.97	300,000.00	-287,609.03	4.1%
700.00 · Payments - City of Idaho Falls	1,260,804.00	1,260,804.00	0.00	100.0%
Total Expense	2,592,458.78	3,046,091.85	-453,633.07	85.1%
Net Income	101,267.54	-433,968.10	535,235.64	-23.3%



BONNEVILLE COUNTY FIRE DISTRICT #1

2137 South Ammon Road

Ammon, Idaho, 83406

Office: 208-612-4059

Cell: 208-589-3473

shyde@bcfd1.us

Fax: 208-612-4071



June 30, 2022

To Rick Cloutier & Jayme Verish
RE: Airport Rescue & Firefighting Services

Mr. Cloutier and Ms. Verish,

Over the last sixteen years we have developed a very strong combination fire department that has consistently performed with professionalism and efficiency.

For many years the Ammon Division of Bonneville County Fire District 1 has fostered and exercised a culture of caring. This core philosophy empowers our personnel to do the right thing at all times and, to take care of our customers as if they were our family. If you choose to accept this proposal and allow us to extend our services to the employees and customers of the Idaho Falls Regional Airport, we will endeavor to provide that same family-oriented service.

To ensure this arrangement is successful, it will be my priority to be transparent in all matters that impact or may affect the Airport and to facilitate effective communications and team concepts at the administrative level. I know our program will succeed; it has worked very well for many years for the citizens of this community.

Our promise to you, we will strive to provide the best possible service to you, your employees and your customers in the most cost-efficient manner; they deserve nothing less.

I would like the opportunity to meet with you and discuss this service proposal. I understand how important it is to have a say in what a service agreement contains and know what it takes to keep our customers happy and safe. At this time, the Fire Commissioners are interested in partnering with your organization. If this proposal meets with your approval, the Commissioners will need to approve the final contract to ensure we have the personnel in place for a seamless transition on October 1st.

Thank you for your time and consideration.

Stacy Hyde

Stacy Hyde
Fire Chief
Bonneville County Fire District 1
Ammon Division

Aircraft Rescue & Firefighting Service Proposal

The Bonneville County Fire District 1 – Ammon Division (BCFD AD) evaluated the feasibility of providing Aircraft Rescue and Firefighting (ARFF) services for the Idaho Falls Regional Airport (IDA). The proposed contract shall supply sufficient staffing levels and meet the requirements set by the Federal Aviation Administration and 14 CFR Part 139 in regards to ARFF operations.

In addition to the services listed, a partnership with BCFD AD will provide access to additional personnel, expertise, and equipment to assist with training, public relations events, emergent incidents, and inspections at no additional charge.

Currently BCFD AD responds to an average of 300 fire related emergent incidents per year; employing 40 personnel, and maintaining 20 emergency vehicles that includes four water tenders carrying over 15,000 gallons to support fire operations.

Proposal

- BCFD AD shall provide all staffing required to maintain at any time, every day ARFF service (24/7/365) and immediately respond to emergencies at the Airport.
- BCFD AD shall provide staffing to include one Chief Officer, three Fire Captains and three Firefighters. All personnel shall be trained at a minimum, equivalent level as required by IDA, and State of Idaho regulations; the standards established by the FAA; and all necessary certifications and training that are required by 14 CFR Part 139.
- ***BCFD AD shall contract ARFF Subject Matter Expert Instructors from reputable airport programs to provide advanced training and knowledge to all firefighters assigned to IDA to ensure optimal performance.***
- BCFD AD shall provide live fire training to our personnel and can do so at any time with our FireBlast 53' Live Fire Training Trailer, which is the only live fire trailer in the state of Idaho.
- BCFD AD shall be responsible for all its own employee costs, including payroll, taxes, PERSI, unemployment insurance, and all other benefit costs, including paid vacation and sick time.
- ***BCFD AD shall provide coverage for time off taken by essential employees to ensure continuity of IDA operations is not interrupted.***
- BCFD AD shall provide its employees with uniforms approved by IDA.
- BCFD AD shall provide information technology (IT) equipment and services to ensure seamless operations to include computer systems, telephone systems and all related programs and support.
- BCFD AD shall house two water tenders at the IDA with space permitting to support any water supply needs.

Scope of Work

BCFD AD shall provide:

- An annual Airport Emergency Plan Review that includes a table-top exercise for all agencies included in the plan and shall document the training in a manner that is deemed acceptable by the FAA.
- Triennial and table-top exercise planning, coordination, and implementation as prescribed by Part 139 and the Airport Emergency Plan adopted by IDA.
- Disaster preparedness training upon IDA's request.
- Fire Prevention Inspection and Programs. BCFD AD shall conduct periodic fire prevention inspections at all airport facilities, noting any deficiencies, all of which will be reported to Airport Administration for correction. The frequency and depth of these inspections shall meet any applicable FAA recommendations or guidelines. In addition, BCFD AD shall conduct fire prevention programs for the airport staff and tenants throughout the year.
- ***Quick-Access Pre-Fire Planning, BCFD AD shall maintain QAP plans for IDA and every tenant and update each plan yearly during the annual business inspection.***

- Airport Self-Inspection Program Compliance. BCFD AD shall conduct all airfield inspections required by Part 139.327, and shall ensure that all its employees are trained and certified to perform these inspections on a minimum of an annual basis. These inspections shall be documented on the forms prescribed by the Airport Certification Manual.
- Fuel Farm/ Mobile Fueller Inspections. BCFD AD shall inspect fueling agents, fuel farms, and mobile refueler units that operate on the airport for compliance with Airport and FAA regulations, including Part 139.321(d), as needed to ensure compliance with NFPA 407 and/or upon request by Airport Administration.
- First Aid/ CPR/ AED Training. BCFD AD shall provide airport staff and tenants with CPR and First Aid training on an annual basis, including how to use an Automatic External Defibrillator (AED), making use of either American Heart Association or American Red Cross training materials. BCFD AD shall also provide CPR and First Aid training on an as-needed basis for new airport staff hires and new tenants.
- Weekly AED Inspections. BCFD AD shall inspect all AEDs in the Airport's terminal and Airport-owned facilities on a weekly basis. BCFD AD shall document all inspections in its daily activity log, as well as in the inspection documentation for the AED. AED units that need service or maintenance shall be reported to Airport Administration for immediate correction.
- Notices to Airmen (NOTAMs). BCFD AD shall manage the airport's NOTAM program, in accordance with Part 139.339, using a flight service or an automated NOTAM system to post NOTAMs, as directed by Airport Administration.
- Community Emergency Response Team (CERT) Training. BCFD AD shall facilitate and train airport and community volunteers on how to respond to emergencies at the airport and in the community upon request from Airport Administration.
- Incident Command Training. BCFD AD shall conduct FEMA and state-approved Incident Command System training for airport staff and tenants and shall ensure that all training will satisfy the Airport's obligations with the federal guidelines.
- Local Area Community and Technical Colleges. BCFD AD shall continue its partnerships with local area higher education institutions, including, but not limited to, Eastern Idaho Community College School District 91 and School District 93. These partnerships will focus on teaching local students in Fire Science Technology programs including ARFF operations.
- Fire Extinguisher Inspections. BCFD AD shall inspect all fire extinguishers at the airport monthly or as needed and shall either replace faulty extinguishers with one provided by the airport or contact the fire extinguisher contractor directly to service the extinguisher.
- BCFD AD shall provide fire extinguisher training for airport staff and tenants, ensuring that all participants know how to operate a fire extinguisher safely and quickly. BCFD AD shall assist IDA in developing a fire extinguisher live fire trainer and assist in securing outside funding by applying for grants or developing other sources of funding.
- Grants. BCFD AD shall assist IDA in receiving and securing grants funds to purchase equipment and shall, on its own efforts, research and discover grants that would promote airport operations, including ARFF operations.
- Storm Water Pollution Prevention Program (SWPPP). BCFD AD shall assist in a Storm Water Pollution Prevention Program at IDA by inspecting stormwater retention ponds and drainage systems. If requested, BCFD AD shall take over responsibility for the SWPPP.
- Wildlife Management. BCFD AD shall conduct wildlife assessments during daily airfield inspections. When directed by IDA, airport operations, or the traffic control tower BCFD AD shall take appropriate actions to respond to wildlife on the airfield, as outlined in the Wildlife Airport Management plan. BCFD AD shall create a plan to reduce the risk of wildlife coming into contact with aircraft.
- Public Relations. BCFD AD shall provide public relations for the airport, as it pertains to aircraft rescue firefighting. Public relations duties may include conducting general public tours, maintain membership with local firefighting organizations, providing courtesy fire prevention inspection for airport tenant operations, assisting with military and veteran organizations, participating in dignitary visits, and other public relations outreach as requested by IDA. *BCFD AD has a stellar reputation for public relations within the community, we will continue this tradition if allowed to provide services to IDA, their employees and their customers. We know Idahoans because we are Idahoans, and we support local interests.*

Total Cost: \$689,219

Avon SCBA Harnesses	Avon SCBA Bottles	Avon SCBA Masks
500027344003	969-12127	60110009
500027344012	969-12131	500026906008
500027344006	969-12147	500026906012
500027344002	969-12187	500026906013
500027344004	969-12324	500026906021
500027344010	969-12511	500026906035
500027344012	969-12517	500026906036
500027344001	969-12519	500026906037
500027344011	969-12520	500026906057
500027344012		500026907004
500027344006		500026907005
500027344010		500026907017
500027344001		500026907025
500027344013		500027418002
500027344013		500027418003
500027344014		500027418004
500027344015		500027418005
		500027418018
		500027418020
		500027418043
		500027667002
		500027667005
		500027667008
		500027667011
		500027667012
		500027667024
		500028164002
		500028164011
		500028164015
		500028164019
		500028164021
		500028164022
		500028164024
		500031621008
		500031621015
		500031936046
		500045137015
		500045573003
		800027667016

17 Total Harnesses	9 Total Bottles	39 Total Masks
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