



ANTHONY C. MARRONE
FIRE CHIEF
FORESTER & FIRE WARDEN
"Proud Protectors of Life,
the Environment, and Property"

**COUNTY OF LOS ANGELES
FIRE DEPARTMENT**

1320 NORTH EASTERN AVENUE
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December 17, 2024

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

56 December 17, 2024

Edward Yen
EDWARD YEN
EXECUTIVE OFFICER

**APPROVAL OF EXPENDITURE INCREASE TO HEATING, VENTILATION, AND AIR
CONDITIONING REPAIR AND REPLACEMENT CONTRACTS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Consolidated Fire Protection District of Los Angeles County (District) is requesting Board of Supervisors' (Board) approval to increase the maximum annual contract sum for Fiscal Year (FY) 2024-25 for the District's contracts with ACCO Engineered Systems, Inc. (ACCO) and Mission Aire Corporation (Mission Aire) for Heating, Ventilation, and Air Conditioning (HVAC) Repair and Replacement Services (Services).

**IT IS RECOMMENDED THAT THE BOARD ACTING AS THE GOVERNING BODY OF THE
CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY**

1. Approve an increase and delegate authority to the Fire Chief, or his designee, to execute a contract amendment to increase the maximum annual contract sum for the District's two contracts for HVAC Services for FY 2024-25. The combined increase for both contracts will be \$500,000.
2. Find that this contract is still exempt from the provisions of the California Environmental Quality Act (CEQA) as previously determined on March 19, 2024.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

During this fiscal year, the District had multiple unanticipated large HVAC equipment replacement projects that depleted the \$400,000 annual service contract budget. These HVAC replacements occurred at Fire Station 7, 864 N. San Vicente Blvd., West Hollywood for \$104,000; Fire Station 58, 5757 S. Fairfax, Los Angeles for \$93,000; Fire Station 150, 19190 Golden Valley Rd., Santa Clarita

for \$61,000; and Fire Station 30, 19030 Pioneer Blvd., Cerritos for \$36,000. These five one-time expenditures, and other smaller repairs, depleted the \$400,000 annual service contract budget. Therefore, the District is requesting a one-time \$500,000 increase to its HVAC contract. The District does not anticipate multiple large expenditures in subsequent years, due to the implementation of a preventative maintenance program and onboarding of three full-time Refrigeration Mechanics.

Implementation of Strategic Plan Goals

Approval of the recommended actions is consistent with the County's Strategic Plan North Star Focus Area Goal 3E: Data-Driven Decision Making: Use equity and data as a tool to continually assess and strengthen our efficiency and effectiveness, maximize and leverage resources, ensure fiscal responsibility, and hold ourselves accountable.

FISCAL IMPACT/FINANCING

The District, as a Special District, is funded independently from the County's General Fund, and relies primarily on property tax revenue to provide essential fire protection and emergency medical services. The District's FY 2024-25 Final Adopted Budget includes sufficient funding for the increased spending authority amount.

Your Board approved the two contracts on March 19, 2004, for a maximum combined contract sum of \$2,000,000, including the contract term of three years and two one-year options. The current maximum combined annual contract sum for the HVAC services is \$400,000. With the requested \$500,000 increase to the contracts, the maximum combined annual contract sum will increase to \$900,000 for FY 2024-25.

There is no impact to net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Approval of the recommended increase will allow for ongoing repair and replacement of HVAC equipment and ensures that all District's HVAC systems remain functional and in peak operational condition during increased periods of prolonged heat.

ENVIRONMENTAL DOCUMENTATION

The services provided through this contract do not have a significant effect on the environment and, therefore, is exempt from CEQA, pursuant to Section 15061(b) (3) of the CEQA Guidelines.

CONTRACTING PROCESS

The District's contracts for HVAC Services were approved by your Board on March 19, 2024, with a maximum annual combined contract sum of \$400,000.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will ensure HVAC systems are continuously maintained and in optimum operational condition, reducing the need for more costly repairs due to deferred maintenance, system failures, and other issues.

CONCLUSION

Upon approval by your Honorable Board, please instruct the Executive Officer of the Board to return the adopted stamped Board Letter to the following:

Consolidated Fire Protection District of Los Angeles County
Executive Office - Business Operations
Attention: Marissa Martin Jensen, Administrative Services Manager II
1320 North Eastern Avenue
Los Angeles, CA 90063
Marissa.MartinJensen@fire.lacounty.gov

The District's contact can be reached at (323) 881-6173.

Respectfully submitted,

A handwritten signature in blue ink that reads "Anthony C. Marrone". The signature is written in a cursive style with a prominent initial "A" and a long, sweeping underline.

ANTHONY C. MARRONE

FIRE CHIEF

ACM:cs

c: Chief Executive Officer
Executive Officer, Board of Supervisors
County Counsel