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COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: February 10, 2017 Meeting Date: February 16, 2017

Name: Jeff Crawford Department: Fire Department

Division Manager's Signature: *Ben Scott*

1. Nature and purpose of agenda item:

Interlocal agreement between Columbia County and Macclenny for mutual aid

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? N/A
 Yes Account No. _____
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: _____ Fund: _____

FROM: _____ TO: _____ AMOUNT: _____

For Use of County Manger Only:
 Consent Item Discussion Item

CCFR

MEMORANDUM

DATE: February 10, 2017

TO: Ben Scott

FR: Jeffery Crawford

RE: Interlocal Agreement with Macclenny

I am requesting that the Board approve this Interlocal Agreement with Macclenny. This agreement is for mutual aid if needed. This agreement will benefit both parties in cases of emergencies that are too big to handle by themselves. This agreement specifies equipment and manpower to send if requested. This will be beneficial to both parties and help to protect the people we serve.

**INTERLOCAL AGREEMENT
BETWEEN
THE COUNTY OF COLUMBIA, FLORIDA
AND
THE CITY OF MACCLENNY, FLORIDA
FOR
MUTUAL AID**

THIS INTERLOCAL AGREEMENT (the “Agreement”) by and between the **CITY OF MACCLENNY**, acting through its Fire and Rescue Department (hereinafter “Macclenny”) and **THE COUNTY OF COLUMBIA, FLORIDA**, acting through its Fire and Rescue Department (hereinafter “Columbia County”), for the provision of mutual aid in certain emergency situations is entered into this ___ day of _____ 2016.

WITNESSETH:

WHEREAS, Section 163.01, Florida Statutes, authorizes the joint exercise through interlocal agreement by two or more public agencies of any power, privilege or authority common to them and which each might exercise separately; and

WHEREAS, the boundaries of the parties are adjacent to and abut each other; and

WHEREAS, the parties hereto wish to coordinate the joint and mutual use of fire, rescue, water rescue and emergency medical facilities and equipment in the event of emergencies; and

WHEREAS, the parties wish to enter into this Agreement for the provision of automatic aid and mutual aid; and

WHEREAS, the parties recognize the mutual benefits that may be afforded by implementing this Agreement for automatic and mutual aid; now therefore

IN CONSIDERATION of the Recitals above and for other good and valuable consideration, the legal sufficiency of which is admitted by the parties, the parties agree as follows:

1. **Recitals.** The recitals set forth herein are accurate, correct and true and incorporated herein by this reference.
2. **Definitions.** As used in this License, the words defined immediately below shall have the meaning stated next to same. Words imparting the singular number include the plural number and vice versa, and the male gender shall include the female gender and vice versa, unless the context clearly requires otherwise.

- (a) “Aiding Fire Rescue Department” means the fire rescue department providing Mutual Aid to the Alarm Fire Rescue Department.
- (b) “Alarm Fire Rescue Department” means the fire rescue department in whose jurisdiction the emergency occurs.
- (c) “Mutual Aid” means a request for assistance and response by another jurisdiction for apparatus, equipment and/or personnel. Mutual Aid provides for the shared use of resources to properly manage rescue or single or large or multiple incidents. The requested responding units will be specified and a decision made by the Aiding Fire Rescue Department if resources are available to respond.

3. **Purpose and Intent.**

- (a) The purpose and intent of this Agreement is to enhance the existing life and property saving services provided to the residents of City of Macclenny and Columbia County through the provision by both parties of fire suppression, rescue, hazardous material containment, emergency medical and other similar emergency services.
- (b) This Agreement is not intended, and shall not be construed, to deprive a party in any way of its jurisdictional powers, nor is it the intent of the parties to combine their individual and separate agencies into a single agency or district to provide the services contemplated by this Agreement.

4. **Dispatch and Communications.**

- (b) Mutual Aid can be requested whenever the incident is beyond the capabilities of the on-duty resources and is requested by Incident Command or Shift Commander.
 - (i) Incidents for which Mutual Aid can be requested include:
 - a. Motor vehicle accidents
 - b. Medical emergencies
 - c. Fires requiring multiple hose lines
 - d. Persons trapped
 - e. Large scale evacuations

- f. Hazardous materials or special technical operations
- g. Water Rescue or Recovery.
- (ii) The Alarm Fire Rescue Department dispatch will request the response of the Aiding Fire Rescue Department by telephone upon receiving a request for Mutual Aid from an on-scene Incident Command and/or Shift Commander.
- (iii) The Aiding Fire Rescue Department's Shift Commander will assess its resources and determine its ability to aid the Alarm Fire Rescue Department.
- (iv) The aiding fire rescue unit will respond by radio to the dispatchers of both jurisdictions. All subsequent radio communications will be on the Alarm Fire Rescue Department's radio frequency.

5. **Mutual Aid Operations.**

- (a) Each fire rescue department will develop and review operational guidelines within affected response areas and units prior to commencement of this Agreement.
- (b) The Fire Chief or Incident Commander on scene will be responsible for and assume full charge of the operation in his respective jurisdiction. The first fire unit that arrives at the incident will establish an incident command system and manage the incident until relieved by an officer of the jurisdiction in which the incident occurs or until the time at which the Incident Commander determines that the incident no longer requires the assistance of the responding entity. In all cases, the jurisdiction in which the incident occurs shall send appropriate response units to the incident unless none are available due to unforeseen circumstances.
- (c) Mutual Aid structural firefighting apparatus shall be staffed with a minimum of two (2) State of Florida-compliant certified fire fighters.
- (e) Each fire rescue department shall provide the other with current maps of the response areas and joint operating guidelines, as requested.

- (f) All apparatus responding pursuant to this Agreement will be fully serviceable and meet the standards detailed in NFPA 1901.
- (g) All operations will be conducted based on adopted fire/rescue standards and NFPA 1500 safety standards.
- (h) The Fire Chief of each fire rescue department shall have the responsibility to coordinate alarm assignments to ensure the company distribution in the jurisdiction that provides aid to the other party under this Agreement remains reasonable to meet any additional requests for service.
- (i) This Agreement is intended to cover day-to-day Mutual Aid operations only, but may be considered to be in effect during natural or manmade disasters upon the mutual agreement of the parties.
- (j) This Agreement does not relieve either party from the necessity and obligation to provide adequate emergency medical service, structural fire suppression or other emergency response capability within its own jurisdiction.
- (k) Each party agrees that it shall, for the purposes of medical calls, respond with a minimum of state-certified Emergency Medical Technicians (EMT) and use reasonable diligence to keep emergency medical equipment in its possession as required by the State of Florida Department of Health for cities and counties of comparable size during the period this Agreement is in effect.
- (l) It is understood and agreed that no obligation exists to provide Mutual Aid if doing so may seriously jeopardize the Aiding Fire Rescue Department's fire protection or emergency medical service status.

6. **Indemnification and Liability.** Each party acknowledges and accepts its responsibility under Section 768.28, Florida Statutes, for damages caused by the acts of its employees acting within the scope of their employment in the performance of this Agreement. The City of Macclenny shall not be liable for any injury, damage or loss suffered by Columbia County which is not caused by the negligence or intentional acts of the City of Macclenny or its employees, and Columbia County shall not be

liable for any injury, damage or loss suffered by Columbia County which is not caused by the negligence or intentional acts of the City of Macclenny or its employees.

7. **Compensation for Services.**

- (a) Neither party to this Agreement shall be required to pay compensation to the other party for services rendered hereunder so long as the total number of apparatus responses shared between the two jurisdictions remains acceptable to the respective parties.
- (b) In the event a party finds the number of requested apparatus responses unacceptable, such party shall inform the other party in writing of its concerns and the parties shall meet within ten (10) days of receipt of the written notice to discuss the issue and seek a remedy for its resolution.

8. **Effective Dates and Termination.**

- (a) This Agreement shall be effective on the date of signing by both parties.
- (b) Notwithstanding any contrary provision of this Agreement, either party shall have the absolute right to terminate this Agreement at any time by providing at least thirty (30) days' written notice of such termination to the other party.

9. **Training.**

- (a) Both fire rescue departments shall participate in joint training exercises with responding units.
- (b) The Fire Chief of each fire rescue department agrees to seek opportunities to share training with the other fire rescue department with the goal of achieving better cooperation and operational effectiveness.

10. **Amendments.** This Agreement may be amended only by written instrument specifically referring to this Agreement and executed with the same formalities as

14. **Public Records.** The access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Interlocal Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), as well as other applicable State and/or Federal law. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.

15. **Governing Law and Venue.** This Agreement shall be construed according to the laws of the State of Florida. Venue for any administrative and/or legal action arising under this Agreement shall be in the courts of the Aiding Fire Rescue Departments.

16. **Severability.** If any word, phrase, sentence, part, subsection, section, or other portion of this Agreement, or any application thereof, to any person, or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, subsection, other portion, or the proscribed application thereof, shall be severable, and the remaining portions of this Agreement, and all applications thereof, not having been declared void, unconstitutional, or invalid shall remain in full force, and effect.

17. **Entire Agreement.** This Agreement contains the entire agreement between the respective parties hereto and supersedes any and all prior agreements and understandings between the respective parties hereto relating to the subject matter hereof. No statement or representation of the respective parties hereto, their agents or employees, made outside of this Agreement, and not contained herein, shall form any part hereof or bind any respective party hereto. This Agreement shall not be supplemented, amended or modified except by written instrument signed by the respective parties hereto.

18. **Authority to Execute.** Each party covenants to the other party that it has the lawful authority to enter into this Agreement and has authorized the execution of this Agreement by the party's authorized representative.

19. **Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be an original hereof.

[Remainder of page left blank intentionally. Signature page follows.]

IN WITNESS WHEREOF, the parties, by and through their lawfully authorized representatives, have executed this Agreement on the day and year first above written.

ATTEST:

By: _____
Daniel Dugger, Director/Fire Chief
118 East Macclenny Avenue
Macclenny, Fl. 32063

By: _____
Phil Rhoden, City Manager
118 East Macclenny Avenue
Macclenny, Fl. 32063

ATTEST:

Columbia County, Florida

By: _____
Jeff Crawford, Fire Chief
PO Box 1529
Lake City, FL 32055

By: _____
Ronald Williams, Chairman
PO Box 1529
Lake City, FL 32055