



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Fire Department  
**Department No.:** 031  
**For Agenda Of:** June 22, 2021  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Director: Mark Hartwig, Fire Chief/Fire Warden

Contact Info: Shawna Jorgensen, Chief Financial Officer

**SUBJECT:** Fire Mobile Data Computer Lease Buy-Out/Procurement

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Purchasing

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

- a) Authorize the Fire Chief or Designee to execute the Amendment to the Lease Agreement Order No. BL-04403 and Memorandum of Termination of Lease, Rental, and Lease Buy-Out Quote (Attachment A); and
- b) Authorize the Purchasing Agent to exercise the lease buy-out option and procure 50 Panasonic Toughbook mobile data computers (MDCs) and equipment for \$66,300 as sole source procurement without being required to conduct a formal bid process; and
- c) Determine pursuant to CEQA Guidelines § 15378(b)(4) that the above fiscal activity is not a project subject to the California Environmental Quality Act.

**Summary Text:**

Pursuant to County Code § 2-39, the Santa Barbara County Fire Protection District is requesting that the Board waive the requirement for competitive purchase of 50 Panasonic Toughbook MDCs, 47 vehicle docks and 34 MDC keyboards to outfit the entire District fleet of operational apparatus and command vehicles by exercising the equipment lease buy-out option. The Board is also requested to approve the termination of the lease with California First Leasing Corporation ("Cal First") of Panasonic Toughbook MDCs with vehicle docks, adapters and iKey equipment covered under blanket Lease Agreement/Purchase Order #: BL04403. The Lease Agreement gave the County flexibility on extending the lease

and/or exercising a lease buy-out in exchange for a payment to Cal First of \$66,300. This sum represents the reasonable value of the equipment to be left in place by Cal First for the buy-out of the Lease Agreement. Due to limitations of second-hand supply of Panasonic Toughbook MDCs with vehicle docks, adapters and iKey equipment, the Fire Protection District is requesting the Board waive the requirement for competitive purchase.

**Background:**

First responders are more reliant than ever on mobile technologies to increase their operational safety and situational awareness. MDCs not only provide quick access to maps and building schematics, they also provide a means to allocate and manage response vehicles, personnel and other assets.

In 2017, the Fire Protection District opened up a bid for the MDC’s and subsequently entered into a lease agreement with Cal First for the acquisition of 50 Panasonic Toughbook MDCs, 47 vehicle docks and 34 MDC keyboards to outfit its entire fleet of operational apparatus and command vehicles. The blanket purchase order expires on June 30, 2021. The agreement with Cal First offers a lease buy-out option in the amount of \$66,300.

The Fire Technology Committee, comprised of the District’s front line and administrative staff with expertise in information technology, emerging technologies in fire service, and organization credibility, recommended that the Fire Protection District exercise the lease buy-out option for the MDCs to allow time for the District to better evaluate its options for fire apparatus mobile computing devices. The Technology Committee has been piloting Tablet Command as a potential replacement for the MDCs since March 2021. The Committee recommended that the District replace the MDCs with tablets in command vehicles, but also recommend that the District take more time to evaluate a solution for the fire apparatus equipment replacement. In addition, the lease buy-out option will allow the Fire Protection District the flexibility to phase in a tablet solution to its operational vehicles/apparatus. We anticipate that it will take about 10-12 months to identify and migrate to the new tablet solution. If we elect to extend the lease, the total cost would exceed the total acquisition cost for the MDCs by approximately \$16,000.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
Fire Protection District	\$ 66,300.00		\$ 66,300.00
State			
Federal			
Fees			
Other:			
<b>Total</b>	<b>\$ 66,300.00</b>	<b>\$ -</b>	<b>\$ 66,300.00</b>

Narrative: The lease buy-out option was budgeted in FY 2021-22 within the Services and Supplies Object Level. No further budgetary action is required.

**Staffing Impacts:**

None

**Special Instructions:**

Please forward a certified, stamped Minute Order approving these actions to:  
Phung Loman, County Purchasing Agent, General Services; and  
Shawna Jorgensen, CFO, County of Santa Barbara Fire Protection District.

**Attachments:**

Attachment A: 2017 Lease Agreement and Amendment to the Lease Agreement Order No. BL-04403  
and Memorandum of Termination of Lease, Rental, and Lease Buy-Out Quote  
Attachment B: Purchasing Detail for Record #: BL04403

**Authored by:**

Shawna Jorgensen, Chief Financial Officer