



KRAMER & ASSOCIATES

Fire and EMS Consultants

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PROPOSAL AGREEMENT FOR THE VILLAGE OF MARIEMONT

Consultant William Kramer proposes to analyze Emergency Service operations in The Village of Mariemont, Ohio. The Consultant will help analyze the EMS and fire service functions as they exist and as they should evolve into the future. William Kramer will personally deliver the consulting services.

The Consultant will identify existing sources (Mariemont, Little Miami Fire Rescue) and other alternative sources which are available for Fire and EMS Protection, so that the Village will be assured depth in alternatives and never be left unprotected either for fire or EMS. The Consultant will examine alternatives and give recommendations. Both pros and cons of various alternatives will be enumerated, always with the aim of preserving quality services in a financially sustainable manner.

The Consultant will pay special attention to current and projected remunerations paid to Fire and EMS personnel and determine their affordability. He will also examine the viability of part-time personnel as they are becoming increasingly harder to recruit and retain, and as they are becoming ever more expensive.



Specific items for analysis.

As requested by the Village of Mariemont, the Consultant will specifically address the following concerns:

1. The consultant will assess current status quo in Mariemont; i.e.: 4 per shift 24x7, all part-time employees including the Assistant Fire Chief.
The consultant will review the Pros and cons of having a combined Police and Fire Chief
The consultant will provide a list of recommendations that would assist Mariemont enact improvements that could be made to the status quo from a safety or cost standpoint.
2. The consultant will assess a future state proposed by Mariemont Assistant Fire Chief and LMFD Fire Chief: 7 to 8 per shift 24x7, all in one location, or in a split location utilizing both Mariemont and LMFR locations. For both options. Every shift would have 3 full time and 4 part time. The use of a full-time chief in this model is anticipated. The consultant will provide the Pros and cons of these possible configurations.
The consultant will provide a list of recommendations that would assist Mariemont enact improvements with these models that could be made from a safety or cost standpoint.
3. Utilizing his years of professional experience, the consultant will advise if there any other configurations or arrangements for Fire and EMS service involving Mariemont that could be recommended? Pros and cons of other alternatives will be provided. Cost estimates compared will be provided and compared to current budget expenditures.
4. The consultant will provide an estimate of what it would cost to modify the Mariemont fire station so it could accommodate the future state proposed by the Mariemont Assistant Fire Chief and the LMFD Fire Chief. The consultant will provide the Pros and cons of Little Miami contracting with Mariemont for these services versus Mariemont contracting from Little Miami.
5. The consultant agrees to provide a list of similar sized Fire/EMS departments in Hamilton County, including square miles and population covered. He will show how each is staffed.
For each the consultant will analyze response times and distances from the closest fire station.
6. The consultant will identify any other communities in Hamilton County that contract for their Fire/EMS, as for example, Newtown contracting with Anderson Township). The consultant will provide any knowledge of why they have chosen to contract for these services versus joining a fire district or providing their own fire/EMS service.

The following paragraphs will elaborate on the factor s involved in providing the above answers.

Analysis of the Existing Fire and EMS Organizations and Possible New Organizational Arrangements

The Consultant will study the configuration of the direct service now in place in the Village of Mariemont and suggest short-term and long-term possibilities for contracting fire services. Maintenance of ALS (Advanced Life Support) ambulance within the Village is anticipated. As requested by the Village, the Consultant agrees to study and report on:

1. Possibility of Mariemont contracting for service from LMFR (Little Miami Fire Rescue)
2. Possibility of LMFR contracting for service from Mariemont
3. Alternative staffing configurations (2,3, or 4 person crews at each facility)

Particulars Regarding Staffing:

The Consultant agrees to study and report on the following subjects:

1. Requirements necessary to retain a viable part-time force into the foreseeable future, especially for EMS.
2. Determination of the criteria that can be used to determine the point at which a part-time force is no longer available or affordable, or both, to serve Mariemont.
3. Methods to retain existing personnel even as contracted services or other new initiatives are introduced.
4. Restrictions regarding overlapping remuneration to persons who are members of more than one agency.
5. Creative forms of compensation and positive incentive programs.

Particulars Regarding Fire Apparatus and Equipment:

The Consultant agrees to study and report on the following subjects:

6. Listings of all apparatus and rolling stock in both LMFR and Mariemont, with purchase dates and replacement schedules.
7. Intelligent planning for future apparatus expenditures, with possible shared ownership.
8. Adapting new technology in apparatus.
9. Adequacy of apparatus bays for service delivery either from the LMFR facility in Fairfax or the existing facility in Mariemont.
10. Ideal size and composition of apparatus fleet.
11. New equipment needs for apparatus (E.g. High strength cutting and extrication equipment designed for new high-strength hybrid metals)
12. Restrictions regarding Apparatus funded by grants or otherwise obtained through State or Federal sources.

Analysis of the Locations and Conditions of Existing Fire Station Facilities

The Consultant will conduct an assessment of the location of Fire and EMS facilities in the Village of Mariemont, in Fairfax (LMFR) and in adjacent areas from which mutual aid and automatic aid are obtained. They are to be studied as they are currently located and as they might change based on future plans of adjacent communities.

The physical condition of the Fire/EMS facility in Mariemont will be analyzed and long-term capital needs for replacement and/or renovation will be projected. Alternatives will be presented regarding options to renovate and/or expand the existing facility if Mariemont becomes a regional provider of services.

The Consultant considers the condition and location of the existing fire/EMS station to be interrelated factors, and will consider the following issues:

13. Facility needs for present and potential Fire Rescue, Haz-mat and special operations
14. Evolving and future missions of the fire and EMS services, including a need to envision future changes and a possible re-integration of Fire and EMS.
15. Accommodations required by on duty personnel serving Mariemont 24 hours every day.

Analysis of the Service Level, Historical Alarm Data; Solutions for Improvement in the Delivery of Fire and Rescue Protection

The study will review the types of alarms, fire, EMS, rescue and others that have historically occurred in the Village of Mariemont. It will include an analysis of how Mariemont and LMFR currently interact, overlap, and support each another, and how these factors could change with various proposed models.

Service Demand Mapping; Review of Emergency Incident Data

The consultant will create a three-dimensional grid of Mariemont, capturing the following factors:

- Call Volume
- Geography
- Timeliness of Response

Mapping Considerations

Included in our three-dimensional Service Demand Map will be a thorough analysis of Mariemont including risk factors such as office buildings, retail, hotels, apartment complexes and nursing homes.

In developing the Service Demand Map, consultant will call conduct an assessment of historical response data and will identify trends that are likely to continue or to change, and identify such changes going forward.

The study will incorporate the following types of information in the analysis:

16. Compensation schedules of personnel.
17. Comparison of personnel compensation, staffing levels and staffing positions to surrounding area fire and EMS departments.
18. National standards for response time and staffing recommendations, such as NFPA 1710, and the present and future ability of the LMFR and/or Mariemont Fire Department to comply with the standards.
19. Present and future district ratings by ISO (Insurance Services Office) and their impact on fire insurance costs, especially for businesses.

The consultant will utilize all data already obtained by Mariemont, including:

- Mariemont Fire response times from 2017 to 2020
- Mariemont EMS response times from 2017 to 2020
- LMFR Fire response times into the village from 2017 to 2020
- Latest ISO (Insurance Services Office) report from Mariemont
- Latest ISO (Insurance Services Office) report from LMFR

Study enhancements

Throughout the Study, the consultant will introduce new concepts, as they might apply in the sections above, and will share information obtained throughout the United States about some modern concepts and new technologies that have been successfully implemented or deployed by leading fire and EMS agencies. Examples of those that may be applicable in Mariemont include:

- Incorporation of pet-oxygen masks in light of the fact that family pets are among the most prized possessions to be saved during a house fire.
- New dangers and tactics needed for fires involving solar-powered homes.
- Use of Body Cameras by Firefighting personnel and EMS First Responders.
- Drone technology and how it can be adapted to fireground operations and search-and-rescue situations.
- New emergency service issues with electric and self-driving vehicles
- Pediatric Emergency Standards which will allow for firefighters to act quicker and more efficiently when it comes to treating the smallest patients.
- New, high-tech automatic chest-compression devices for CPR

Considerations for Internal improvements

The consultant agrees to present a listing and description of internal improvements in efficiency that might be possible for the Village Fire/EMS Department in the event that the future of Fire service remains central within the Village. Among the concepts to be identified would be:

- Variable staffing levels based on demand by time of day
- Utilization of non-fire department personnel (E.g. Public works crews & Police) as trained assistants to the fire department at structure fires
- High technology equipment that is “labor-saving.”

Stakeholder input

Throughout the study, William Kramer will interview all key stakeholders and attend meetings of the Village as requested and will meet as requested with individual Chief Fire Officers and rank-and-file personnel within all Fire and EMS organizations.

The consultant will also ensure that there is a key overtone of transparency, and forums available for residents in order to reassure the citizenry that the Village is intent on preserving a quality Fire and EMS service, while at the same time using “value engineering” to do so in the most fiscally responsible manner.

The consultant will be available on a 24/7 basis to ensure that the expectations of the Village Officials are being satisfactorily being met.

Official Report of Findings and Recommendations

Working with the Mayor and Village Officials, the Consultant will develop a Report of Findings and Recommendations in an interactive fashion.

A preliminary report of all findings to date, in a semi-finished draft, will be available at all times. Our comprehensive fee including all mileage and expenses is \$7400. Mariemont will owe the consultant nothing unless it is agreed that the terms of this contract are being satisfactorily achieved.

Invoices will be submitted twice for the project. The first invoice will be submitted when Mariemont agrees that work is totally satisfactory to date and agrees it is at least one half complete. The final invoice will be submitted after the final report is produced and accepted by the Village.

AGREED:

William M. Kramer

William M. Kramer

William A. Brown

The Village of Mariemont