



City of Bellingham - Whatcom County Fire District #8 RFA Planning Committee

Issue Paper

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Date: 9-7-2017

Paper #: 4

Title:

Internal support services

Summary/Description of issue:

The RFA plan needs to outline the full range of services to be provided by the RFA. This issue paper is specific to internal support services only. External services will be addressed in a separate stand-alone document.

The RFA planning committee needs to decide what internal support services will be a function of the RFA, which might remain with the city, and which might be handled with a contract for service. If there is a need to contract between the City and RFA for services, or the District and the RFA, these needs should be identified so contracts can be developed prior to the RFA's effective service date.

These services include Human Resources (HR), Payroll, Finance, Facilities, Legal, Fleet (repair and replacement), and Information Technology (IT).

Currently the Bellingham Fire Department is part of the ICAP fund and the cost for this service is not recognized in the Fire Department budget.

Fire District 8 operates differently. Currently the Bellingham Fire Administration handles the payroll, HR, and finance functions for Fire District 8. Fleet repair and maintenance, as well as facilities, is handled through multiple private vendors. Additionally, the COB IT department handles the IT function and the legal function is handled by the firm Chemlik, Sitka, and Davis.

Options:

Staff Recommendations and Rationale:



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Direction from the Planning Committee:
