



San Francisco Fire Department

**Deputy Chief of Administration
Jose L. Velo**

**Fire Commission Report
February 2020**



Division of Training

Division of Training – ADC Joel Sato

Director of Training Activities (ADC Joel Sato)

The following list outlines the activities of the Director of Training for the month of January 2020:

- January 2:** Attend SFFD Training Facility Benchmark Study Check-In Meeting with Deputy Chief of Administration, Lt. Murtagh, members of DPW, Controller's Office, and Capital Planning Office
- January 6:** Participate with H-33 EMS Captain Academy planning meeting with ADC Tong and A/SC Payne at Division of Training
- January 7:** Attend and co-chair Career Track Workgroup meeting at Division of Training with AC Hale and members of the workgroup
- January 8:** Attend Mayor's Inauguration at City Hall with Command Staff and other City Department Heads and Staff
- January 9:** Participate in H-16 Training Specialist interviews with ADC Ali and Captain Robinson at San Francisco International Airport
- January 10:** Attend EMS Training meeting with Chief of Department, Deputy Chief of Operations, Deputy Chief of Administration, ADC Tong, and A/SC Payne
- January 15:** Attend Uniform Committee meeting; attend Disaster/Battalion Control Module Planning meeting with Deputy Chief of Operations, Deputy Chief of Administration, ADC Cochrane, AC Baker, and Captain Gering
- January 16:** Attend Fire Commissioners swearing-in ceremony with Command Staff
- January 20:** Participate in Martin Luther King, Jr. March with Command Staff and members of the Department
- January 28:** Attend Grant Writer Shiloh Kaho introduction meeting with NERT Coordinator and Mark Corso
- January 29:** Attend San Francisco Fire Credit Union Volunteer Appreciation Lunch at John's Grill
- January 30:** Attend SFFD Training Facility Benchmark Study Check-In Meeting with Deputy Chief of Administration, Lt. Murtagh, members of DPW, Controller's Office, and Capital Planning Office

Safety 1

- January 3:** 520 South Van Ness – Cancelled for burnt food
- January 17:** 431 Monterey Blvd – Working fire with 2 sublevels
- January 26:** 1270 48th Avenue – 2nd Alarm

Recruit Training (Captain Norm Caba)

- This is the Monthly Report for the 126th Recruit Academy for the month of *January*:
- o Completed curriculum for San Francisco specific skills and cognitive tests
 - o Started State Fire Training specific skills and cognitive tests
 - o Fire Control 3B conducted
 - o Wildland curriculum conducted
 - o PG&E guest lecturers on Utility Control

-Oversee practice and testing of PX firefighters for Pump/Aerial tests, pre trip inspections, and hose leads

14 PX members

22 total hours

-Fire Reserves: Oversee Thursday night Fire Reserves training

-City College:

Registrations adjusted for recruits in City College

-125th Recruit Academy Class:

Began practice drills for 125th Class at DOT Folsom facility for their second 6-month assignments.

-Instructor projects: The following projects are on hold during the Recruit Academy:

Video Drill Manual – Filming Knots, SCBA D&D & DOC, HPH, script for SCBA

AWSS training bulletin for reserves ongoing

Auto Extrication Drills (Captain Rick Gering)

-General Order 17 A-68, Enclosure (K) states that every Saturday one Truck Company and one Rescue Squad must report to the Division of Training for a Saturday Auto Extrication Drill. There is a schedule of which companies are due.

-There were 4 scheduled training days in the month of **January 2020** at the Folsom Street Campus.

-Companies due this month included Engine 51/RS1, Truck 1/RS2, Truck 2/RS1 and Truck 4/RS2.

-Extrication vehicles will be designated with Truck identifier and date of scheduled training using spray paint. Each Truck gets half a vehicle leaving one vehicle for impromptu training on a first come first serve basis.

Rescue Systems Drills (Captain Rick Gering)

-General Order 17 A-68, Enclosure (N) states that every Monday and Tuesday two Truck Companies and one Battalion Chief (along with the Light Rescue Vehicle) must report to the Division of Training for a Rescue Systems Drill. There is a schedule of which companies are due.

-There were 8 scheduled training days in the month of **January 2020**.

-The scheduled drills and Companies that were assigned to participate included:

Drill 1 – (Jan 6 & 7) Introduction to newly issued equipment; Rescue Knots
Truck 1 & 19, Battalion 9, LR5

Drill 2 – (Jan 13 & 14) Anchor Systems, Rescue Harness, Rescue Litter
Truck 2 & 8, Battalion 1, LR5

Drill 3 – (Jan 20 & 21) RPM Systems, Belay Systems, Rappel
Truck 3 & 11, Battalion 4, LR5

Drill 4 – (Jan 27 & 28) Rope Rescue Lowering and Raising Systems
Truck 4 & 10, Battalion 5, LR5

Technical Rescue Drills (Captain Rick Gering)

-General Order 17 A-68, Enclosure (O) states that every Wednesday, Thursday and Friday, both Rescue Squads, as well as the Specialized Units Required must report to the location determined by the Rescue Squad Captains for a Technical Rescue Drill. Two weeks are scheduled for each drill, allowing for the review of equipment and operational procedures in the first week and an operational exercise the second week. There is a schedule of which companies are due.

-There were 15 scheduled training days in the month of **January 2020**.

-The assigned drills and Companies included the following:

Drill 7 – Breaching and Breaking

Date: January 1, 2, 3, 8, 9, 10

Companies Due: RS1, RS2, LR5, LR7



Breaching and Breaking, 1523 Franklin

Drill 8 – Transit Emergencies/Extrication

Date: January 15, 16, 17, 22, 23, 24

Companies Due: RS1, RS2, LR5, LR7

Drill 1 – Confined Space

Date: January 29, 30, 31

Companies Due: RS1, RS2, B02, E36, HZ1

Suppression In-Service Training (Captain Darius Luttrupp)

Drills/Instruction	Companies/Members Trained	Training Hours Received
Fire Control 3B	48	16
On-Line Training	766	1
Totals	814 Members	1534 Hours

Additional Work Performed

- Video production for Three Points of Contact (Health and Safety)
- Video production for Fire Service Access Training Bulletin (High Rise Committee)
- Fabrication of Live Fire prop for Live Fire Module 20-1 and Recruit Class 126
- Return to duty live burn for eight members
- Training venue for SFPD Tac
- Performed compound maintenance, up-keep of the facility and equipment and site tours
- Site utilized for Battalion and Forcible Entry drills

Special Operations Report January 2020 (Captain Rick Gering)

HAZMAT

January 29

Attended first quarter CBRNE work group meeting. Discussed current CBRNE threat, upcoming training and the Bay Ferry V exercise November 16-21. The goal of this exercise is to practice the implementation of the Bay Area's Vessel Mutual Assistance (VMAP) and MCI procedures.

TECHNICAL RESCUE

Drills conducted this month conformed to the 2020 drill schedule. Companies performed breaching and breaking operations and victim extrication procedures from a BART incident.

Scheduled and attended a rescue equipment needs/request meeting. The purpose of the meeting was to determine what equipment our specialized companies carried and what was needed to update.

OTHER TRAINING

January 9

Scheduled Drone School Pilot Training for 2/11 and 2/18. Course provided by SF Drone School located at Treasure Island.

January 15

Attended a high-rise evacuation drill at 181 Fremont. Observed how the elevator system operated during emergency operations as it relates to the priority on floors alarm.

January 22

SFPD SWAT used tower at DOT for rappelling operations.

HOMELAND SECURITY

Introduced to the Homeland Response Force (HRC) while attending CBRNE meeting. The HRC is part of the National Guard and operates under control of the Governor. The HRC deploys and conducts command and control; works alongside first responders in casualty assistance, search and extrication, decon and triage.

AUTO EXTRICATION:

Ordered 3 vehicles through SFMTA that were delivered to DOT Folsom Street.

Currently SFFD DOT has Autos delivered by: Auto Return
2650 Bayshore Blvd
Daly City California 94014 415-865-8220

Vehicles supplied by SFMTA David Rosales

ABC Towing Company to have SFFD Auto Extrication Program done on the ABC Towing Company site. Update SFFD liability form. Work in progress.

DIVISION OF TRAINING

JNJ Roof Prop to schedule installation of vent prop in near future.

Facilities Requests

January –

Man-hoist in tower off track – repaired by members of Station 7

Requests Still Pending

AC in library and classrooms 3A and 3B is not cooling. It was recommended by repairman to replace the units.

Video screen in main classroom needs repair.

Roof leaking in classroom 3A.

MASK FITTING PROGRAM:

Assigned Light Duty Firefighter for Testing

Tested unknown number of SFFD Members for the month of January (secretary on vacation). A total of 0 year-to-date.

Porta-count Maintenance Program:

SFFD #1 PORTACOUNT Pro+ UNIT (In Service)

Model 8038

S/N 8038084512

In Service MFD: January 2019

SFFD #2 PORTACOUNT PRO UNIT (In Service)

Model 8030. S/N 8030163804. In Service MFD: September 2016

Quantifit Mask Fit Testing Machine in service.

Test implementation TITF

Anthony Boone

SFFD Industrial Hygienist

DOT/EMS Academy – A/SC Nicholas Payne

DRILLS AND INSTRUCTION FOR THE MONTH	MEMBERS TRAINED	TRAINING HOURS RECEIVED
H2 126 th Active Shooter FRO	48	384
PALS Rec-certification	50	400
PALS Instructor Renewal	1	8
RC Academy 2020, mod 1	52	416
Target Solutions	2,009	2,087
TOTAL	2,160	3,295

Additional Work Performed:

Community CPR

Stop the Bleed community training

Field Probationary Drills (H3L1)

Job Corps DOT TI Tour (25 Students)

Airport Division – ADC Khairul Ali

1. FAA Red Cap Exercises

There were three Red Cap Drills conducted in January

2. Battalion Chiefs “Multi-Company” Monthly Drills

- Airport Emergency Procedures Training
- Airport Structural Firefighting and ARFF Strategy & Tactics
- ARFF Radio Communications & Runway Crossings
- ARFF Strategy & Tactics
- FAR 139 Training
- HRET Training

3. Training Officers Robinson & McCulloch Activities

- Facilitated 40-hour ARFF class with IEC for 20 new & prospective members
- Conducted Live Fire Burn training with IEC@ HMB Airport for ARFF students
- Observed Bio-Pack Presentation
- Conducted Communications Center tours & orientation for all members
- FAR 139 Training – Rescue/Firefighter Personal Safety & Emergency Communications
- Conducted Runway Crossings practice every other Saturday
- FF Kathleen McElheney & Charles Farrugia started as new H16 Training Specialists
- Conducted training & orientation for two new H-16 Training Specialists

4. Rescue Captains Beckwith, Morley, & Schorr Activities

- Taught one First Aid class for 59 students
- Provided EMS instruction for 40-hour ARFF class presented to new employees
- Monthly Target Solutions Training

SFFD Fire Auxiliary Reserve

Commander (FR1): Phillip Buckley
Deputy Commander, Operations (FR2): Ray Carbonel
Deputy Commander, Administration (FR3): Veronica Pena

	Date	# of Personnel	Hours/Personnel	Total Hours	Description
DRILLS					
	01/02/20	22	2	44	Battalion Drills at T.I.
	01/09/20	25	2	50	Battalion Drills at T.I.
	01/16/20	18	2	36	Battalion Drills at T.I.
	01/23/20	19	2	38	Battalion Drills at T.I.
	01/30/20	18	2	36	Battalion Drills at T.I.
<i>Total</i>				204	
GREATER ALARMS					
<i>Total</i>				0	
VOLUNTEERING/ COMMUNITY SERVICE					
	01/15/20	4	5	20	Toy Program
<i>Total</i>				20	
Grand Total Hours				224	

Neighborhood Emergency Response Team (NERT)
Captain Erica Arteseros

Training Sessions Completed:

- January 7 – AAU at St. Brigid's #1, 2
- January 9 – AAU at St. Brigid's #3, 4
- January 9 – Noe Valley #1
- January 10 – LISTOS # 1, 2
- January 11 – LISTOS #3, 4
- January 14 – Map Your Block training Visitacion Valley
- January 16 – Noe Valley #2
- January 21 – SF Ready Preparedness Workshop Mission
- January 22 – Mission Bay #1
- January 23 – Noe Valley #3
- January 29 – Mission Bay #2
- January 30 – Noe Valley #4

Advanced Training/Drills:

- January 18 – NERT Training Day
 - CPR/First Aid
 - ICS for NERT Command Post
 - Map Your Block Preparedness Program
- January 25 – Ham Radio Study session and licensing test
- January 24-26 – LISTOS Train the Trainer

Presentations/Outreach:

January 15 – Neighborhood Watch (10 residents)
January 16 – Warriors Safety Day Preparedness booth
January 29 – NEN Awards Preparedness booth

Other Activities:

- January 8 – Regroup Ready Award
- January 8 – NERT Instructor Refresher
- January 10 – NERT Instructor Refresher
- January 28 – meeting with M. Corso and SFFD Grant Writer

Listos



Listos





Listos

NERTs Teaching CPR to NERTs



Peter McElmury's family accepting (posthumous) NEN Award



NERT Ham Cram

Volunteer instructor team from BAEARS/SFFD member who participated





**WINNER
REGROUP READY
AWARD**

**SAN FRANCISCO FIRE DEPARTMENT
NEIGHBORHOOD EMERGENCY RESPONSE TEAM**

Regroup
Mass Notification



Regroup Ready Award

Recruitment – FF Keith Baraka

January Recruitment & Outreach Events

JAN 16 Career Info Session - Keith Baraka conducted this session with the assistance of volunteer Jeremy Ly.

JAN 28 Saint Anthony Immaculate Conception Catholic School to speak with 6th, 7th, & 8th graders on career day.

JAN 29 SFUSD Career Pathways Showcase - Career Pathways, a program of the SFUSD, addresses barriers so that students have access to career exploration, practice and mastery of technical skills, and early-college course work. In partnership with over 500 community and industry partners, they serve over 3,700 students each year. The 2019/20 school year was the very first year of the Fire/EMS Pathways program.



Health, Safety and Wellness

Health, Safety and Wellness
BC Natasha Parks

1. Attended Elite Fire Training “L954 All Hazards” class in Oakland, CA. This was a four-day class about being a safety officer in the fire service (January 7-10, 2020).
2. Led the Behavioral Health Committee meeting January 14, 2020.
3. Attended the SF Firefighter Cancer Prevention Foundation meeting January 16, 2020.
4. Attended the MLK March on January 20, 2020 with the Command Staff and Black Firefighters Association.
5. Met with Mr. Veronese, January 22, 2020, regarding grant for Critical Incident Response Team training.
6. Hosted the Firefighter Cancer Cohort Study focus groups January 23-24, 2020. This FEMA-funded Fire Fighter Cancer Cohort Study (FFCCS) research project provides a national framework to collect and integrate firefighter epidemiologic surveys, biomarkers and exposure data focused on carcinogenic exposures and health effects. The long-term goal is to follow long-term 10,000 firefighters over a 30-year observation period. The University of Miami came out to take the concerns and ideas of 40 firefighters, arson investigations, and training instructors. Firefighters spent time with DCC scientists developing and reviewing proposed national survey questions that will be fielded with Fire Departments across the United States. The survey data collected as part of the Fire Fighter Cancer Cohort study will assist scientists from the University understand how cancer develops in the fire fighter workforce.
7. Led Health Check Workgroup on January 27, 2020.
8. Met with Captain Craig Gordon and others on January 28, 2020, to discuss the workplace violence form and General Order to be coming out in the next month or two.
9. Attended foam information meeting January 28, 2020.
10. Met with the Department grant writer to see if we can get funding for a health company to assist the department with increasing the health of our members January 29, 2020.
11. Met with Dupont sales representatives January 30, 2020 Chief DeWitt and Nick Song from the Clothing Depot.

*Environmental Occupational Health and Safety
Anthony Boone, CIH, CSP, CHMM, CEI*

- Commenced gap correction for California Environmental Reporting System (CERS) reports – 50% complete and submitted. CERS is where the SFFD lists all of the fire stations' storage of hazardous materials and underground storage tanks, etc.
- Workplace violence procedure and General Order review – Jesus Mora to place reporting document into HRMS.
- Conducted ergonomic evaluation on Support Services employee.
- Met with vendor regarding non-fluorinated firefighting foam.
- Met with BC Parks and Captain Mau to review safety concerns.
- Assisted with guidance on Corona virus outbreak.



Physician's Office

**Office of the Department Physician
Stephanie Phelps, RN, NP**

Activity	Count
H-20 Lieutenant Probationary Permanent Physicals	1
DMV Physicals	4
Return to Work Evaluations	45
Miscellaneous Consultations	29

The SFFD Physician's office requested and received the Influenza Inactivated vaccines for the 2019-2020 Influenza Season and began offering vaccinations on Monday, September 30, 2019.

Physicians say this year's Influenza Flu strain is challenging. The Flu Season usually begins in the winter months and peaks in January, February and March.

Work-Related Injuries and Illnesses (Injuries where medical evaluation was obtained – 5020s.)	Count
Head Trauma	1
Neck Injury	3
Shoulder Injury	8
Elbow Injury	2
Forearm Injury	2
Hand/Finger Injury	1
Torso Injury	1
Upper Back	1
Lower Back Injury	7
Hip Injury	2
Knee Injury	5

Hamstring Injury	1
Cardiovascular Issue	2
Respiratory Issue	1
Gastrointestinal Issue	1
Hearing Loss	2
Allergic Reaction	1
Hernia	2
Stress	2
Total Number of Work Related Injuries and Illnesses Reported	30
Total of Lost Time Injuries and Illnesses	23
Total of No Lost Time Injuries and Illnesses	7

**Numbers above may not equal total number of injuries because more than one body part may have been affected.

Injuries By Rank	Count
H-2 Firefighter	15
H-3 Level I EMT	1
H-3 Level II Paramedic	3
H-3 Level III Firefighter/Paramedic	6
H-20 Lieutenant	2
H-28 Lieutenant, Division of Training	1
H-30 Captain	1
H-40 Battalion Chief	1

The number of injuries by rank may not equal the total number of injuries due to multiple injuries occurring in the same individual.

Disability Status

Members OFF DUTY at beginning of reporting period	50
Members reporting OFF DUTY during the reporting period	26
Members reporting ON DUTY during the reporting period	25
Members OFF DUTY at the end of the reporting period	51
Total Absences	74



Investigative Services Bureau

*Investigative Services Bureau
Captain Neal Cavellini*

Random Drug & Alcohol Testing Program (all results negative)	78
Post-Accident Tests (all results negative)	4
Background Investigations – ISB is not currently conducting backgrounds	---
DMV Pull Program – Members flagged as having suspended or expired licenses.	0
DOT Fireboat Random Drug Testing	0



Research and Planning

Research and Planning (Assignment Office)
A/Captain Rob Neuneker

1. The Assignment Office has completed assigning Vacation Relief personnel to open positions across the City to best facilitate rebalancing the tours and optimizing use of individual's accomplishments and certifications.
2. Assignment changes reflective of the Tour Rebalancing and Vacancy Awards were implemented pay period beginning January 11, 2020.
3. The tours at Arson had been modified as of January 11, 2020 to incorporate three new 24 hour Lieutenant positions in addition to the H-6 Investigators.
4. The Second assignment for the probationary members of the 125th Firefighter Academy were effective January 11, 2020.
5. The 126th Firefighter Academy will graduate on February 28, and the Assignment Office is currently working with the Division of Training on their first probationary assignments.
6. The Assignment Office staff participated in the Emergency Medical Services (EMS) Captain training, module 1, held from January 27, 2020 through January 29, 2020, per General Order 20 A-03.
7. The Pilot EMS WDO-In-Advance Policy was implemented on February 13, 2020, in accordance with General Order 20 A-08. In accordance with the policy, the Assignment Office is pre-hiring 75% of open ambulance shifts seven days in advance.
8. The Assignment Office personnel have completed the Mandatory Harassment Prevention Training as of February 18, 2020, per General Order 20 A-10.



Support Services

Support Services – ADC Dawn DeWitt

SUPPORT SERVICES Headquarters (June Waechtler)

- 1842 Management Assistant June Waechtler returned to her previously held position as Facility Maintenance Planner on January 13, 2020.
- A total of 197 facility requests for service were received and processed during the month of January; 484 facility requests were closed. An increase in the amount of facility requests processed for the month of January is partly due to Tri-Annual Inspections. An increase in the number of facility requests that were closed is due to an ongoing effort being performed by Support Services staff to ensure that completed facility requests are closed by the stations in a timely manner.
- Continue to meet with DPW's Acting Superintendent and Maintenance Manager to discuss outstanding and incomplete work orders. Support Services staff has identified repair work that is still needed or incomplete dating back to 2017; outstanding repairs are being resubmitted to DPW under PRIORITY status. Weekly meetings with DPW staff will continue until accountability improves.
- FS 10's entire sewer system from the station to the street was overhauled by DPW.

E.S.E.R. BOND 2010 NFS – FEBRUARY 2020

Seismic Improvement Program (Magdalena Ryor, San Francisco Public Works)

- **Fire Station 16 (\$14.2M)** – The approved Substantial Completion date was July 16, 2018. Contractor achieved Substantial Completion on January 10, 2019. Public Works has assessed Liquidated Damages from July 17, 2018, to June 5, 2019, in the amount of \$489,500. Contractor is working on several warranty items.
- **Fire Station 5 (\$21.0M)** – Contractor is finishing minor punchlist items and submitting close-out documents (O&M, as-builts, warranty forms, etc.). Final Completion package is expected to be issued at end of February 2020.

Additional Focused Scope Program (Sherry Katz, San Francisco Public Works)

- **Apparatus Bay Doors:**
 - **General:** Public Works has awarded a Master Job Order Contract (JOC) to National Garage Door (NGD) on April 29, 2019 and the contract was executed on June 21, 2019. All Work has been issued to NGD, JOC No. 45, on a Task Order basis and is detailed below. Pre-Construction Conference to be held in January 2020.
 - **JOC No. J45 – National Garage Door Company:**
 - **Task Order J45-01 (FS 8, 28, 29):**
 - Public Works approved contractor's proposal of \$160K on September 25, 2019.
 - Notice to Proceed (NTP) was issued on October 21, 2019.
 - On February 11, 2020, NGD completed FS 28, and a punch walk was conducted.

- **Task Order J45-02 (FS 14, 18, 20, 26):**
 - Public Works approved contractor's proposal of \$327K on October 10, 2019.
 - NTP was issued on October 28, 2019.
 - On February 17, 2020, NGD requested a punch list walk for FS 14 & 43.
- **Task Order J45-03 (FS 33, 39, 43):**
 - Public Works approved contractor's proposal of \$194K on October 8, 2019.
 - NTP was issued on October 28, 2019.
 - On February 11, 2020, NGD completed 33 & 39 and a punch walk was conducted.
- **Emergency Generators:**
 - **Fire Station 14** – Scope of work: replacement of existing generator with new rooftop generator, new subgrade fuel fill port and sump pump at the sidewalk in front of the station, and new fuel piping from sidewalk to generator. Public Works submitted application for DBI building permit on October 2, 2019. Construction is anticipated to begin in summer 2020.

E.S.E.R. BOND 2014 NFS – FEBRUARY 2020

Seismic Improvement Program (Magdalena Ryor, San Francisco Public Works)

- **Fireboat Station 35** – NTP for Design-Build Services was issued on October 10, 2017. The revised Substantial and Final Completion dates are December 10, 2020 and January 19, 2021.
 - Float arrived from Shanghai, China on 1/30/20; a tugboat was used to move the float to Pier 1, Treasure Island via tugboat on 2/1/20.
- **Pier 26 Fireboat Berths** – Contractor to finish remaining base contract electrical work and additional client requested scope. Estimated Substantial Completion is end of February 2020.

Comprehensive Renovation Program (Magdalena Ryor, San Francisco Public Works)

- **Fire Station 7** – Scope of work is primarily new kitchen and apparatus bay doors with selected finishes and other upgrades. Public Works completed 95% Construction Documents on August 22, 2017. DBI issued approved permit on October 18, 2017. **This project is ON HOLD while Public Works and SFFD finalize the list of seismic projects for ESER 2020. This project will either proceed as planned or be canceled.**

Focused Scope Program (Sherry Katz, San Francisco Public Works)

Total Funding allocated for the Focused Scope Program is \$21,407,279, approved by SFFD on 8/17/17.

Work progresses through the 9 scope categories comprising Emergency Generator Replacements, Roofing, Apparatus Bay Door Replacements, Exterior Envelope Improvements, Windows, Showers, HVAC/Mechanical, Sidewalk/Slabs, and Security Access Control.

- **Emergency Generators:**
 - **FS 31** – Scope of work: replace existing non-operational generator with a new 72-hour run-time generator set.
 - NTP was issued to an electrical contractor on August 5, 2019.
 - The contractor mobilized on-site on October 14, 2019.
 - Generator was set on top of the concrete pad on January 20, 2020.
 - A fill test is scheduled for February 19, 2020; BAAQMD has received the Notice of Startup.
 - Substantial Completion is May 24, 2020.
 - **FS 2** – Scope of work: replace existing rooftop generator set, structurally strengthen roof structure to support the new fuel tank with capacity for 72-hour run time, and provide new fuel fill port and piping to the generator. This project bid on November 20, 2020, and 2 bids were received. Both bids were \$600k+ over budget, and this project will be rebid in early spring 2020.
 - **FS 19** – Scope of work: replace existing generator at grade and provide a secondary electrical infrastructure upgrade. **Project is on-hold.**
- **Roofing (FS 3, 9, 20, 23, 24, 29, 40, 43):**
 - **All projects have been completed.**
- **Apparatus Bay Doors:**
 - **Package 3 (Rolling Steel / Coiling Doors at FS 2, 3, 11, 13, 19, 24, 31, 34, 40, 41)** – Complete.
 - **Package 4 (BBR Ancillary Work)** – Complete.
 - **Package 5 (FS 6, 7, 9, 10, 11, 12, 17, 21, 22, 23, 25, 32, 37, 38, 42, 44)**
 - **General:** Public Works has awarded a JOC Master Contract to Byron Epp Inc. (BEI), JOC No. 35, on April 16, 2019. The contract was executed on May 31, 2019. Work has been issued on a Task Order basis and is detailed below. Pre-Construction Conference to be held in January 2020.
 - **JOC No. J46 – Byron Epp Inc:**
 - **Task Order J46-01 (FS 6, 7):**
 - Public Works approved BEI’s proposal of \$557K on August 14, 2019.
 - NTP was issued on October 28, 2019.
 - Final Completion contract date is April 12, 2020.
 - Completed FS 7 and FS 6 on February 11, 2020, and a punch list will be conducted on February 25, 2020.
 - **Task Order J46-02 (FS 9, 10, 11):**
 - Public Works approved BEI’s proposal of \$542K on August 19, 2019.
 - NTP was issued on October 28, 2019.
 - Final Completion contract date is April 12, 2020.
 - **Task Order J46-03 (FS 21, 22, 38):**
 - Public Works approved BEI’s proposal of \$487K on October 8, 2019.
 - NTP was issued on December 9, 2019.
 - Final Completion contract date is May 24, 2020.

- **Task Order J46-04 (FS 12, 25, 37, 42):**
 - Public Works approved BEI's proposal of \$487K on October 8, 2019.
 - NTP was issued on December 9, 2019.
 - Final Completion contract date is May 24, 2020.
- **Task Order J46-05 (FS 17, 23, 32, 44):**
 - Public Works approved BEI's proposal of \$487K on October 8, 2019.
 - NTP was issued on December 16, 2019.
 - Final Completion contract date is May 31, 2020.
- **Exterior Envelope:**
 - **Package 1 (FS 8, 20, 23, & 29)** – See updates per station below.
 - **FS 8:** Complete.
 - **FS 20:** Complete.
 - **FS 23:** Due to the scope, BBR has refused the work, therefore, Public Works will procure a contractor via a JOC and commence work in Spring-Summer 2021
 - **FS 29:** BBR commenced work in late November, completing less than 10% of the work, and is currently held up by inclement weather. BBR resumed work at FS 29 the week of February 10th, 2020, with about 25% of the work completed.
 - **Package 2 (FS 24, 34)** – This project is on HOLD at the request of Capital Planning.
 - **Package 4 (FS 22)** – Complete.
- **Windows:**
 - **Package 5 (FS 14, 33, 37, 43)** – Work at FS 14, 37, and 43 is complete. SFFD has requested that the work at FS 33, replacement of 2 sliding glass doors, be cancelled.
- **Showers (FS 13, 17, 19, 20, 22, 33, 34):**
 - All projects have been completed.
- **HVAC/Mechanical:**
 - **Package 1 (FS 8, 9, 14, 20, & 41)** – Project is in pre-planning phase.
- **Security Access Control (FS 3, 6, 9, 11, 17, 24, 26, 29, 32, 33, 37)** – All work has been completed, including work at FS 18 which was added to the scope per client request. Public Works issued the Complete Certificate to the contractor on January 8, 2020. Public Works approved contractor's final payment application on February 18, 2020.

P.H.S. BOND 2016 NFS – FEBRUARY 2020

The total funding allocated for Neighborhood Fire Stations is \$9.4M.

Seismic Improvement Program (Sherry Katz, San Francisco Public Works)

Note: Due to early completion of DBI reviews for Stations 6, 11, 12, 21, & 38, work at Station 15 has been broken out of this package as a separate project.

- **Hose Tower Removal & Roofing (FS 6, 11, 12, 21, 38)** – Scope of work: remove all remaining hose towers at SFFD Fire Stations in order to improve the seismic safety of these essential facilities. Work at FS 11, 12 and 21 will include re-roofing.
 - Public Works advertised Invitation for Bids on January 10, 2020.
 - Addendum #1 was issued on January 21, 2020.
 - Pre-Bid Conference and Site Visits held on January 22, 2020.
 - Bids are due on February 19, 2020 at 2:30 PM (PST).
 - Construction is anticipated to begin in summer 2020.
- **Hose Tower Removal (FS 15)** – DBI issued approved building permit on December 17, 2019. An Invitation to Bid will be advertised in spring 2020, and construction is anticipated to start in late summer 2020.

Focused Scope Program (Sherry Katz, San Francisco Public Works)

- **Emergency Generators:**
 - **Fire Station 18** – DBI issued approved building permit on September 6, 2019. This project will be bid in spring 2020.
 - **Fire Station 37** – A CEQA Categorical Exemption Determination was issued by the Planning Department on November 7, 2019. Public Works submitted a building permit application to DBI on December 5, 2019. Construction is anticipated to begin in late 2020. This project is on HOLD, in anticipation of needed funds for Fireboat 35.
 - **Fire Station 44** – A CEQA Categorical Exemption Determination was issued by the Planning Department on November 7, 2019. Public Works submitted a building permit application to DBI on December 5, 2019. Construction is anticipated to begin in late 2020. This project is on HOLD, in anticipation of needed funds for Fireboat 35.

P.H.S. BOND 2016 AMBULANCE DEPLOYMENT FACILITY (ADF) / STATION 49 – FEBRUARY 2020 (Kathleen O'Day, San Francisco Public Works)

- The Notice to Proceed (NTP) for construction was issued on October 22, 2018 and the project is on track for final completion in Winter 2020.
- The Exterior Metal Panel Assembly started in December 2020 and was completed in January 2020.
- The Roof Membrane installation started in January 2020 and will be completed in February 2020.
- Both interior stairs were installed in January 2020 to be completed in early February 2020.
- Contractor to propose revised schedule in February to mitigate impact of fuel tanks' procurement delay from January 2020 anticipated delivery. The delay occurred due to fuel tank company buyout.
- Rough in Mechanical, Electrical, Plumbing and Fire Sprinklers was completed on floors 1-3 by January 2020 and installation continues on 4th floor into February 2020.

E.S.E.R.—Emergency Firefighting Water System (EFWS) / Auxiliary Water Supply System (David Myerson, PUC)

- Potable Emergency Firefighting Water System project planning for the Richmond and Sunset areas continued.
- Ashbury Bypass EFWS Pipeline and Pumping Station 2 construction contracts continued.
- 19th Avenue EFWS Pipeline bids due February 2020 under SF Public Works contract 2652J.
- Clarendon Supply EFWS Pipeline bid advertisement expected April 2020.
- Terry Francois/Mission Rock/ Warriors Way EFWS Pipeline awarded to Mitchell Engineering under SFPUC contract DB-129.1.

BOE/FLEET MANAGEMENT/LOGISTICS (Captain Ramon Serrano, SFFD)

- In addition to assisting with fire suppression needs, the BOE performed field and equipment repairs exceeding 60 calls during the month of January.
- The BOE is in the process of ordering replacement vehicles for Fire Prevention.
- BOE Staff traveled to Louisiana to the Ferrara Assembly Plant to perform inspections on the first of five (5) Tractor Drawn Aerial (TDA) Trucks that are being built for the Department. Final inspection of said Trucks is anticipated to take place in March, 2020.
- The BOE is continuing to work with Ferrara Fire Apparatus on the new Mobile Air Unit that is being built.
- The bid for a new Hose Tender was posted; bids are currently under review with the Office of Contract Administration.
- The Jet Ski specification is currently being revised to meet the Department's specific water rescue needs and requirements.
- The six (6) additional Triple Combination Pumper Engines that have been ordered through Ferrara have gone through the preconstruction phase. BOE Staff have authorized Ferrara to commence production.
- The new generation of Genesis battery-operated rescue tools have started to arrive in phases. After all of the tools have been received and inventoried, deployment to the field is anticipated to occur no later than May, 2020.
- The BOE would like to thank everyone in Support Services for their continued assistance and support. They are a vital part of our crew.

DEPARTMENT ENGINEERING (Stationary Engineer Avo Sarkissian, SFFD)

- Performed ongoing and routine maintenance at Fire HQ.
- Performed a variety of maintenance calls at the Fire Stations and Station 49.
- Assisted ESER Bond Captain with ESER projects both current and past.
- Kone is updating cost for HQ elevator upgrade.
- Real Estate Dept. will be posting bids for Elevator and Fire Alarms in June 2020 for Fire Stations 1, 5, 16 and HQ.
- International Fire began removing and replacing Station 31's non-functioning fire alarm panel on January 13th. The work has been completed.

Clothing Depot (Nick Palm-Song, SFFD)

- The Clothing Depot received 128 uniform and 124 PPE requests from 1/1 – 1/31/2020.
- Station 19 and Station 14 regular members are approved for BDUs and rope rescue gloves.
- Selected 5.11 Responder Parka for EMS jacket.
- H-2 Class 126 logistics PPE, uniform and badges ordered.



Human Resources

Human Resources
Maryann Poon

Employee Actions

Reporting the following PERMANENT EXEMPT appointment effective January 15, 2020:

0114 Commissioner

Rodriguez Jr., Jose A. (vice: Michael Hardeman)
Feinstein, Katherine (vice: Joseph Veronese)

Reporting the following PERMANENT PROBATIONARY appointment effective February 10, 2020:

1446 Secretary II

Du, Qianwei Catherine (vice: Cecile Soliai)

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Retirement Date</i>
Hunter, Darryl	H30	January 25, 2020
Maxion, David M.	H2	January 29, 2020
Spalka, Martin M.	H3	February 6, 2020

Separations

<i>No. of Members</i>	<i>Rank</i>
2	H3 EMT/Paramedic/Firefighter
1	1042 IS Engineer-Journey
1	1823 Senior Administrative Analyst

Human Resources
Lucy Chu

Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from September 2019 through April 2020 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total Amount of Leave (Days)</i>
1	H30 Captain	2
4	H20 Lieutenant	17
2	H10 Incident Support Specialist	17
1	H4 Inspector	19
8	H3 EMT/PM/FF PM	107
12	H2 Firefighter	88
2	Civilian	11
	Total Number of Days with Pay	261

Intermittent Leaves with Pay

Submitting requests for intermittent leaves with pay for the time period from November 4, 2019 through July 4, 2021 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>	
2	H40 Battalion Chief	Jan. 1, 2020	- Feb. 28, 2021
3	H20 Lieutenant	Jan. 11, 2020	- Mar. 2, 2021
1	H6 Investigator	Jan. 10, 2020	- Jan. 10, 2021
2	H4 Inspector	Jan. 29, 2020	- Jan. 30, 2021
7	H3 EMT/PM/FF PM	Jan. 1, 2020	- Mar. 23, 2021
11	H2 Firefighter	Nov. 4, 2019	- Jul. 4, 2021

Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the period from January 2020 through August 2020 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total Amount of Leave (Days)</i>
1	H10 Incident Support Specialist	1
2	H3 EMT/PM/FF PM	102
2	H2 Firefighter	27
	Total Number of Days without Pay	130