



Memorandum

Emergency Management

TO: County Manager, Doug Debord

FROM: Director of Emergency Management, Debrah Schnackenberg

DATE: December 18, 2024

SUBJECT: Trans Aero Contract and Helicopter Base Supplemental Budget Request

The Office of Emergency Management (OEM) is requesting approval for a second amendment and renewal to the 2023 Trans Aero LTD Exclusive Use (EU) Helicopter Contract for 2025. The 2025 contract includes a minimum availability period of 168 days and 60 training hours, and a maximum expenditure of \$1,530,000. Timing of helicopter activations and EU periods is based on fire conditions and highest risk periods. Trans Aero was selected as the preferred vendor for the 2023 EU Contract through the County's open bid process and procedures. That contract allows four renewal terms, dependent upon BOCC approval and funding, and one renewal term was exercised in 2024. The 2025 approved budget includes \$1,530,000 to cover aviation costs for the year, under this contract.

Upon BOCC approval, OEM will request a purchase order for the full \$1,530,000, to be used as needed for helicopter support during high fire danger periods, while guaranteeing the vendor only the minimum availability period.

In addition to the extended EU contract with Trans Aero, OEM is requesting a budget supplemental of \$50,000 (the same as requested in 2023 and 2024) to provide an operational budget for the Emergency Services Unit (ESU). The ESU does not currently have a fixed operating budget line item with which to fund necessary required items such as PPE, clothing and uniforms, tools and equipment, operating supplies, and others.

OEM also requests a budget supplemental of an additional \$40,000 to cover the rental of the office trailer, Conex trailer, and Porta-Let at the Helitack base during the extended EU Contract periods. These trailers provide necessary office space, shelter, and storage for the ESU personnel, helicopter pilot, mechanic, and fuel truck driver. Daily staffing at the helibase varies between 8-13 individuals that are required to remain on site 7 days per week and perform daily duties while maintaining 10-minute liftoff times for the helicopter.

Approved

Signed by: Doug DeBord 1/3/2025
 Douglas DeBord, County Manager Date