



## Legislation Details (With Text)

**File #:** 2025-0506  
**Type:** Consent Calendar Item      **Status:** Agenda Ready  
**File created:** 4/14/2025      **In control:** Sheriff's Office  
**On agenda:** 6/3/2025      **Final action:**  
**Title:** Helicopter Maintenance Services Agreement  
**Sponsors:** Sheriff's Office  
**Indexes:**  
**Attachments:** 1. Summary Report, 2. Helicopter Maintenance Services Agreement

| Date     | Ver. | Action By            | Action                  | Result |
|----------|------|----------------------|-------------------------|--------|
| 6/3/2025 | 1    | Board of Supervisors | Approved as recommended | Pass   |

**To:** Board of Supervisors  
**Department or Agency Name(s):** Sheriff's Office  
**Staff Name and Phone Number:** Jeff Bean, 565-2003  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**  
Helicopter Maintenance Services Agreement

### Recommended Action:

Authorize the Sheriff to execute an Agreement for Helicopter Maintenance Services with Rotorcraft Support, Inc. for a four-year term (July 1, 2025, through June 30, 2029), with two one-year extension options, for an amount not-to exceed \$3,000,000 for a full six-year period, should both options be used. The Agreement contributes to the safety and continuity of services provided by the Sheriff's Office Helicopter Unit.

### Executive Summary:

The Sheriff's Office is requesting the Board's approval to execute an Agreement with Rotorcraft Support, Inc. to provide helicopter maintenance services for a four-year term, with two one-year extension options, for a total amount not-to-exceed \$3,000,000 for the possible six-year term.

### Discussion:

On August 22, 2017, the Board authorized the lease-purchase of a new Bell 407GXP helicopter to replace the aging helicopter previously in service. Rotorcraft Support, Inc., the current maintenance service provider has maintained the helicopter since its acquisition. In January 2025, the Sheriff's Office released a Request for Proposals for maintenance services for the helicopter. The current provider, Rotorcraft Support, Inc., a Bell-certified service facility, was the sole vendor providing a submission and has been selected to provide maintenance work for a period of four years, with two one-year options to extend the agreement.

The Sheriff's Office has operated a Helicopter Program (Henry-1) since 1974. Henry-1 responds to more than 800 calls for service annually and performs a variety of missions, primarily law enforcement, fire suppression, search and rescue operations, and medical transports. Missions may include aerial support for law

enforcement vehicle and foot pursuits, rural crimes, missing person searches, long-line rescues, investigation-related aerial surveillance, and intelligence gathering. The County's rugged coastline and remote open spaces often require aerial rescue in life-threatening situations. The helicopter is deployed as needed to provide support to agencies from multiple disciplines in Sonoma and surrounding counties (e.g. law enforcement, fire, emergency medical, parks, search and rescue, aviation, and hospitals).

Most Helicopter Unit expenditures are salary and benefits. However, helicopter maintenance is a significant component of total Helicopter Unit services and supply costs. Maintenance costs are a function of the number of flight hours used in a given year, cumulative aircraft flight hours (i.e. scheduled timed-out parts replacements), and ordinary use maintenance.

The helicopter is expected to fly 500 hours per year and will be serviced every 50 hours. The manufacturer, Bell Helicopter, provided an estimated annual Direct Maintenance Cost (DMC) at \$579 per flight hour. When multiplied by the expected 500 annual flight hours, an estimated cost of \$289,500 per year is obtained. This is an average cost per year; costs can vary greatly from one year to the next depending on factors such as flight conditions, part retirement, or part failure. Supply chain issues and inflation have also increased expected costs.

Maintenance costs have averaged \$383,014 over the past two fiscal years (FY22-23 & FY23-24). Expenses for FY 24-25 are \$362,909, as of March 2025. The Sheriff's Office will continue to utilize the DMC for budgeting purposes, along with estimates for known part replacements. The not-to-exceed amount of this agreement is based on the DMC and allows flexibility for any major equipment malfunctions or failures. Though often covered by insurance claims reimbursements, major failures can cost hundreds of thousands of dollars. The helicopter covered by this agreement is seven years old, and maintenance costs are expected to increase as the aircraft ages.

The amount of the Agreement, not-to-exceed \$3,000,000, assumes the election of both one-year extension options for a total of six years and provides for the expected purchase of parts that will need replacement in addition to unplanned events.

**Strategic Plan:**

N/A

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

On 5/3/2022, the Board approved a Third Amendment to the prior Agreement for Helicopter Maintenance Services with Rotorcraft Support, Inc. to extend the term through June 30,2023, with two one-year extension options with an additional spending authorization amount of \$868,500 over the three-year period.

On 6/11/2018, the Board approved a two-year agreement, with two one-year extension options with Rotorcraft Support, Inc. for helicopter maintenance services.

On 8/22/17 the Board delegated authority to the Sheriff to execute an agreement with a helicopter completion services vendor for installation of mission-specific equipment; Rotorcraft Support, Inc. was

selected through an RFP process, and an agreement initiated 11/20/17.

On 3/17/15 the Board approved a three-year agreement (4/1/15 through 3/31/18) with Rotorcraft Support, Inc. for helicopter maintenance services.

**FISCAL SUMMARY**

| <b>Expenditures</b>                | <b>FY25-26<br/>Adopted</b> | <b>FY26-27<br/>Projected</b> | <b>FY27-28<br/>Projected</b> |
|------------------------------------|----------------------------|------------------------------|------------------------------|
| Budgeted Expenses                  | \$326,000                  | \$289,500                    | \$289,500                    |
| Additional Appropriation Requested |                            |                              |                              |
| <b>Total Expenditures</b>          | <b>\$326,000</b>           | <b>\$289,500</b>             | <b>\$289,500</b>             |
| <b>Funding Sources</b>             |                            |                              |                              |
| General Fund/WA GF                 | \$326,000                  | \$289,500                    | \$289,500                    |
| State/Federal                      |                            |                              |                              |
| Fees/Other                         |                            |                              |                              |
| Use of Fund Balance                |                            |                              |                              |
| General Fund Contingencies         |                            |                              |                              |
| <b>Total Sources</b>               | <b>\$326,000</b>           | <b>\$289,500</b>             | <b>\$289,500</b>             |

**Narrative Explanation of Fiscal Impacts:**

Helicopter maintenance expenses are included each year in the Sheriff’s Office recommended budget. No new or additional appropriations are requested from the General Fund for this action.

| <b>Staffing Impacts:</b>                       |  |                               |                               |
|--|--|-------------------------------|-------------------------------|
| <b>Position Title (Payroll Classification)</b> | <b>Monthly Salary Range<br/>(A-I Step)</b> | <b>Additions<br/>(Number)</b> | <b>Deletions<br/>(Number)</b> |
|  |  |                               |                               |
|  |  |                               |                               |
|  |  |                               |                               |

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Helicopter Maintenance Services Agreement

**Related Items “On File” with the Clerk of the Board:**

N/A