

WAKE COUNTY FIRE COMMISSION

Subject: Agenda for Thursday November 21, 2013
Location: Wake County EMS Training Facility
Time: 7:00 PM

◆ **Meeting Called to Order: Chairman Lucius Jones**

- Invocation
- Roll of Members Present

◆ **Items of Business**

- Approval of Agenda
- Adoption of Minutes for September 19, 2013 Regular Meeting
- Introduction of Fire Services Director Michael Wright
- Discussion regarding the "Role" of the Fire Commission and its Standing Committees

◆ **Regular Agenda**

- Consider Approval of Calendar Year 2014 Meeting Dates
- Consider re-appointment of Budget Committee Members for FY 2015 Fire Tax Budget Process
- Consider approval of recommendation from the Fire Tax Budget Committee that Wake County Fire Commission review Wake New Hope FY 2014 apparatus purchases
- Consider approval of recommendation from the Fire Tax Budget Committee to appropriate \$117,773 in Uncommitted CIP Funds to cover overage of FY 2014 Apparatus Bid Allotment
- Consider request from Eastern Wake Fire-Rescue for use of Fund Balance

◆ **Information Agenda**

- BDA's / BDA Ordinance Report
- Cost Share RFP Update
- Fire Tax Financial Report
- Chair Report
- Fire and Emergency Management Director Report

◆ **Other Business**

◆ **Public Comments:**

- Comments from the public will be received at the time appointed by the Chairman of the Fire Commission for 30 minutes maximum time allotted, with a maximum of 3 minutes per person. A signup sheet for those who wish to speak during the public comments section of the meeting is located at the entrance of the meeting room.

◆ **Adjournment - Next Meeting January 16, 2014**

WAKE COUNTY FIRE COMMISSION

Thursday, September 19, 2013

Draft Minutes

(Audio Replays of the meeting are available upon request)

A meeting of the Wake County Fire Commission was held on Thursday, September 19, 2013, 7:00 PM, in the Waverly F. Akins Building (WCOB) – Room G31, 337 South Salisbury Street, Raleigh, North Carolina.

CALL MEETING TO ORDER

Commission Vice Chair Billy Myrick called the meeting to order.

The following members were present: Chief David Cates, Chief Rodney Privette, Lee Price, Judge Keith Gregory, Bob Stagg, Chief David Price (South Region Alternate), and Commissioner Phil Matthews.

Other members present: Chief Chris Perry

The following members were absent: Lucius Jones, Barbara Poole, Commissioner Paul Coble, Chief Tim Pope (North Region Alternate), Chief Mark Haraway (West Region Alternate), Chief Tony Mauldin, Chief A.C. Rich, and Judge Michael Denning.

The following County officials and staff were present: Deputy County Manager Joe Durham, Budget and Policy Analyst Chad Balke, Ricky Dorsey, Wake County Training Director, and EMS / Fire and Emergency Management Business Officer Demetric Potts, and EMS | Fire and Emergency Management Senior Accounting Technician Priti Amin.

Mr. Billy Myrick gave an invocation.

ITEMS OF BUSINESS

APPROVAL OF AGENDA

Upon motion of Bob Stagg and second by Chief David Cates, the Fire Commission unanimously approved the Agenda.

ADOPTION OF MINUTES

Upon motion of Lee Price and second by Bob Stagg, the Fire Commission unanimously approved minutes of the July 18, 2013, Regular Meeting.

RADIO SYSTEM REPLACEMENT UPDATE

Frank Hall, Wake County Radio System Manager informed the Fire Commission that at the recent September 9, 2013 Board of Commissioners work session the Wake County Information Services Department provided an update to the Board of County Commissioners concerning the status of the County's 800MHZ public safety radio system replacement project. The presentation included the estimated costs and advantages/disadvantages of the replacement options the County considered, as well as a recommended course of action for meeting the long term public safety radio system needs for the County. Mr. Hall's full presentation is incorporated into the minutes as an attachment.

REGULAR AGENDA

CONSIDER SUPPORT FOR RECOMMENDED AMENDMENTS TO THE NOT FOR PROFIT FIRE PROTECTION AGREEMENT

Demetric Potts provided information regarding staff's recommendation that the Fire Commission approve support for the proposed amendments to the Not for Profit Fire Protection Agreement Section 20. Standards of Performance:

PROPOSED AMENDMENTS

E. TRAINING: The Fire Department shall have formally adopted written guidelines for appropriate initial training of firefighters and continuing education of firefighters that meet or exceed all state requirements ("Training Guidelines"). The Fire Department shall be responsible for providing Wake County Department of Fire Services with a copy of the Training Guidelines and any amendments of the Training Guidelines that go into effect during this Contract. The Training Guidelines shall include the following minimum standards:

1. Initial firefighter training shall include education on hazardous materials responder, ~~operations plus~~, incident command system, and blood borne pathogens.
2. The Department shall annually conduct ~~and/or participate~~ in a minimum of one (1) live fire training exercise with the preferred location being at the Wake County Fire Training Center.
3. The Department shall annually participate in a minimum of one (1) multi-company and one (1) multi-department live fire training exercise.
4. No member of the Department shall engage in structural firefighting without having first completed the Wake County Essentials of Firefighting course or equivalent course as determined by the Department's Chief Officer.

L. FIRE INVESTIGATIONS: The Fire Department officer in charge at all fire scenes shall attempt to determine the origin and cause of every fire. When the officer in charge cannot determine the origin and cause OR if the cause is suspected to be incendiary in nature, the officer in charge shall request a representative from the Wake County Department of Public Safety to assist. The Fire Department shall provide whatever assistance is needed by Wake County staff at the fire scene. ~~At the conclusion of the fire origin and cause determination, Wake County staff will provide a report to the Fire Department regarding the cause of the fire.~~ The responsibilities under this section shall be in addition to, and not in replacement of the responsibilities outlined under subsection M "Post Incident Review".

M. POST INCIDENT REVIEW: In order to provide a systematic and consistent approach for reviewing and evaluating fire response, the Department shall be required to conduct a post incident review for the following incidents: fires resulting in fatalities, fires resulting in more than \$250,000 property loss, fires resulting in civilian injury requiring hospitalization for more than 23 hours, fires resulting in firefighter injury requiring hospitalization for more than 23 hours, and any other incident as determined by the Department. The Department shall be responsible for conducting the formal review in accordance with the most current Wake County Post Incident Review Procedure dictated by the Wake County ~~Fire Commission Training Division~~; provided that the Wake County Training Division shall appoint the incident facilitator for the formal review. The incident facilitator shall be a fire service member 1) not affiliated with the responding department for the incident reviewed and 2) who has completed a post-incident review training program approved by the Fire Commission, or equivalent training as determined by the Fire Commission.

Upon motion of Bob Stagg and second by Chief David Cates, the Fire Commission unanimously approved support for the proposed amendments to the Not for Profit Fire Protection Agreement Section 20. Standards of Performance, Sections E. Training; Section I. Fire Investigations; and Section M. Post Incident Review.

CONSIDER SUPPORT FOR RECOMMENDED GENERAL AMENDMENTS TO THE

Demetric Potts provided information regarding staff's recommendation that the Fire Commission approve support for the following proposed general amendments to the Not for Profit Fire Protection Agreement:

1. All references to Wake County Department of Fire and Emergency Management will change to Wake County Department of Fire Services.
2. All references to the Director of the Department of Fire and Emergency Management will change to the Director of the Department of Fire Services.
3. SECTION 19. INSURANCE SERVICES OFFICE, INC. RATING – Paragraph two which states the following:

In the event that the Fire Department's ISO rating falls below a Class 6 public protection classification for fire insurance grading purposes, the Fire Department shall prepare and submit to the County a plan to obtain a minimum of a Class 6 public protection classification, such classification to be in effect no later than July 1, 2011. If the Department has a public protection classification equal to or better than a Class 6, the Fire Department is not required to downgrade to a Class 6.

Shall be amended to read as follows:

In the event that the Fire Department's ISO rating falls below a Class 6 public protection classification for fire insurance grading purposes, the Fire Department shall prepare and submit to the County a plan to obtain a minimum of a Class 6 public protection classification, such classification to be in effect no later than July 1, 2015. If the

Department has a public protection classification equal to or better than a Class 6, the Fire Department is not required to downgrade to a Class 6.

Upon motion of Bob Stagg and second by Chief David Cates, the Fire Commission unanimously approved support for the general proposed amendments to the Not for Profit Fire Protection Agreement.

INFORMATION AGENDA

APPARATUS COMMITTEE UPDATE

Chief Jim Jones stated that Chief Woods was unable to attend the meeting tonight, but he wanted to make sure that the Fire Commission was updated on the Tanker purchases since the information was put in the Agenda Packet. Chief Jones reported that after final negotiations with KME the final payment for the Bay Leaf, and Wake New Hope tanker trucks was reduced by \$12,000.00 from the original contract price. The reduction was to account for the late delivery of the vehicles. He stated that the final payment for the Wake Forest truck is yet to be determined, but Wake Forest Fire Department did take delivery of their truck that morning. Chief Jones reported that Tom Wester and the Budget Office would be working with the Attorney's Office to determine the final payment for the Wake Forest truck.

FACILITIES COMMITTEE UPDATE

Demetric Potts updated the Fire Commission with the following information regarding Planned Facility Maintenance, Repairs, and Renovations. He stated that:

During the FY 2014 budget processes the Budget Committee received CIP requests and provided copies of the requests and supporting documentation to the Facilities Committee for review and prioritization during the budget process. Priority is given to repair, maintenance, and renovations that affect a department's ability to deliver services, life safety issues in the fire station, and areas where delays of a pending repair will increase repair costs.

The Facilities Committee is recommended the following Repairs, Maintenance, and Renovation projects for FY 2014:

<u>Department</u>	<u>Project</u>	<u>Projected Cost</u>
Apex FD	Station #2 Repairs/Renovations	\$ 57,878
Fuquay-Varina FD	Replace Crumbling floor at Station #1	\$ 35,250
Zebulon FD	Roof Repair	\$ 26,135
Wendell FD	Replace Metal Siding	<u>\$ 67,000</u>
		\$186,263

The Departments receiving funding for the recommended projects must submit three vendor / contractor estimates that detail the entire work to be completed based on the needs statement and scope of work description. The estimates shall detail any design or engineering cost, construction cost, and permit and inspection fees. A funding agreement by and between Wake County and the Fire Department must be completed prior to the commencement of any work.

COMPENSATION COMMITTEE UPDATE

Chief Ron Early informed the Fire Commission that the Compensation Committee met to discuss the recently completed Market Survey and to review a candidate's credential for the position of Chief for Eastern Wake Fire Department. He stated that the group reviewed and discussed the Market Survey and how it could be implemented. He stated that it was obvious that the current fire service salaries were about 10% behind the market. The group felt that they should wait for the fiscal impact determination before a decision was made. Another concern was compression of the salaries if we did not move everyone. Chief Early reported that discussion followed on the similarities between the Driver/Operator and the Lieutenants job description compared to the differences in the pay band. After discussion, the group felt that we should move forward with a full review of the Compensation Guidelines.

Chief Early also reported that the Compensation Committee reviewed the credentials of the Eastern Wake candidate. After discussion, the group concluded that the candidate did meet the qualifications as outlined in the Compensation Guidelines. A letter to Eastern Wake and County Staff was drafted and sent notifying them of their findings.

FIRE TRAINING CENTER UPDATE

Ricky Dorsey stated that he was pleased to report that the fire pump at the Fire Training center was back in service. He stated that they had completed the flow testing and the system was functioning as designed. He thanked the departments for assisting with fire apparatus during the repairs. Mr. Dorsey also reported that the fire training study was still being conducted by the Ludwig Group and they hoped to have a draft back to us around the end of September.

FIRE TAX FINANCIAL REPORT

Chad Balke provided the following financial reports to the Fire Commission:

FY 2014 WAKE COUNTY FIRE TAX DISTRICT OPERATING FINANCIAL REPORT (September 2013)

Appropriation: #120N2600 Fire Tax District - System

Unit: F250 Fire Tax District System

Revenue Source/ Object	Expenditure	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget	Comments
T127 NC DMV Taxes		0.00	0.00	1,462.34	0.00	1,462.34	1,462.34	(1,462.34)	NA	
T200 Special District Taxes		20,712,000.00	20,712,000.00	2,492,557.40	0.00	2,492,557.40	2,492,557.40	18,219,442.60	12%	
N140 Market vs Cost Investment Difference		0.00	0.00	18,041.99	0.00	18,041.99	18,041.99	(18,041.99)	NA	
N150 Interest Income Pooled Funds		15,000.00	11,000.00	1,350.38	0.00	1,350.38	1,350.38	13,641.62	9%	
A370 Appropriated Fund Balance		34,995.00	34,995.00	0.00	0.00	0.00	0.00	34,995.00	0%	
Total Revenues		20,761,995	20,761,995	2,611,420	0	2,611,420	2,611,420	18,250,575	12%	

Revenue Source/ Object	Expenditure	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget	Comments
2406 CONTRACTED SERVICES		0.00	34,995.00	0.00	34,995.00	0.00	34,995.00	0.00	100%	Fire Training Center Evaluation
3127 OFFICE SUPPLIES		0.00	0.00	179.97	0.00	179.97	179.97	(179.97)	NA	
3134 OTHER SUPPLIES AND MATERIALS		0.00	0.00	1,968.50	0.00	1,968.50	1,968.50	(1,968.50)	NA	
3601 ELECTRICITY		0.00	0.00	1,827.10	0.00	1,827.10	1,827.10	(1,827.10)	NA	
3628 OTHER UTILITIES		12,500.00	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0%	
3617 DISPATCH SERVICE		182,289.00	182,289.00	0.00	170,054.00	0.00	170,054.00	12,235.00	83%	
3714 MAINTENANCE AND REPAIR OF EQUIPMENT		17,865.00	17,865.00	652.00	0.00	652.00	652.00	17,013.00	4%	
4208 CITY OF RALEIGH HAZMAT PROGRAM		89,789.00	89,789.00	0.00	89,788.66	0.00	89,788.66	0.34	100%	
4224 NC DEPT OF NRCD - FORESTRY		67,362.00	67,362.00	0.00	67,362.00	0.00	67,362.00	0.00	100%	
4428 MISC CHARGES FROM OTHER DEPT/DIV		360,918.00	360,918.00	0.00	0.00	0.00	0.00	360,918.00	0%	
4448 800mhz charges from other dept		125,075.00	125,075.00	31,268.69	0.00	31,268.69	31,268.69	93,806.31	25%	
4447 CAD charges from other dept		6,563.00	6,563.00	2,302.38	0.00	2,302.38	2,302.38	4,260.62	27%	
8104 CONTINGENCY		76,492.00	76,492.00	0.00	0.00	0.00	0.00	76,492.00	0%	
9103 TRANSFER TO CP CO CONSTRUCTION FUND		1,350,000.00	1,350,000.00	1,350,000.00	0.00	1,350,000.00	1,350,000.00	0.00	100%	
9109 TRANSFER TO DIS FROM TAX DISTRICT FUND		1,224,000.00	1,224,000.00	0.00	0.00	0.00	0.00	1,224,000.00	0%	
Total Expenditures		3,614,763	3,614,763	1,888,199	327,205	1,888,199	1,216,403	1,799,360	49%	
Subtotal Unit: F250										
Total Revenues		20,761,995	20,761,995	2,611,420		2,611,420	2,611,420	18,250,575	12.1	
Total Expenditures		3,614,763	3,614,763	1,888,199	362,200	1,888,199	1,750,398	1,799,350	39.1	

FY 2014 WAKE COUNTY FIRE TAX DISTRICT OPERATING FINANCIAL REPORT (September 2013)

Department: 51 Fire and Emergency Management

Unit	Unit Name	Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments - YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
F251	Apex FD	2406	707,525	707,525	176,881	\$30,470	176,881	707,351	174	25.00
F252	Bayleaf FD	2406	1,535,189	1,535,189	495,878	0	495,878	406,678	1,129,311	26.44
F253	Clay FD	2406	70,000	70,000	0	0	0	0	70,000	0.00
F254	Durham Highway FD	2406	745,314	745,314	186,329	0	186,329	186,329	558,985	25.00
F255	Eastern Wake FD	2406	1,638,034	1,638,034	490,537	0	490,537	490,537	1,147,497	29.95
F256	Fairview FD	2406	1,141,926	1,141,926	285,462	0	285,462	285,462	856,464	25.00
F258	Fuquay Varina FD	2406	1,389,098	1,389,098	347,275	1,041,823	347,275	1,389,098	0	25.00
F259	Garner FD	2406	1,650,766	1,650,766	412,691	0	412,691	412,691	1,238,075	25.00
F260	Holy Springs FD	2406	422,737	422,737	105,685	317,053	105,685	422,738	(1)	25.00
F261	Hoptons FD	2406	722,842	722,842	180,710	0	180,710	180,710	542,132	25.00
F262	Morrisville FD	2406	794,122	794,122	198,530	595,592	198,530	198,530	595,592	25.00
F264	Rolesville FD	2406	559,803	559,803	139,951	0	139,951	139,951	419,852	25.00
F265	Stony Hill FD	2406	1,007,648	1,007,648	251,912	0	251,912	251,912	755,736	25.00
F266	Swift Creek FD	2406	496,939	496,939	110,485	0	110,485	110,485	376,454	22.68
F267	Wake-New Hope FD	2406	1,095,054	1,095,054	273,764	0	273,764	273,764	821,291	25.00
F268	Wake Forest FD	2406	699,366	699,366	174,842	0	174,842	174,842	524,525	25.00
F269	Wendell FD	2406	1,443,902	1,443,902	420,581	0	420,581	420,581	1,023,321	29.09
F270	Western Wake FD	2406	566,089	566,089	141,522	0	141,522	141,522	424,567	25.00
F271	Zebulon FD	2406	533,893	533,893	133,473	400,420	133,473	533,893	0	25.00

Report ID: FSR-CIP-001	WAKE COUNTY	Page: 1 of 1
Last Run Date: 9/11/13	CIP Projects Budget vs. Actual (Including Pending Exp)	
	For Fiscal Year(s) 2007 to 2014	
	From FP: 290712 To FP: 201403	

Fund: 4400 Fire CIP

Department 54 Fire And Rescue CIP

Division 8420 Fire Facilities

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Authority (actual balance)	Remaining Expenditure Authority (actual balance)	Comments
820F	Fire-Bayleaf Rt	8400V0100	\$3,948,513.09	\$3,945,513.09	\$0.00	\$3,945,513.09	\$3,147,366.96	\$640,816.09	\$0.00	\$3,786,183.04	\$160,329.05	\$160,329.05	
825F	Stony Hill Remediation	8420V0100	\$794,348.00	\$794,348.00	\$0.00	\$794,348.00	\$20,274.37	\$55,182.83	\$0.00	\$55,457.00	\$228,891.00	\$228,891.00	
830F	Wendell Falls Stations Fire Tax Portion	8420V0100	\$350,000.00	\$350,000.00	\$0.00	\$350,000.00	\$2,200.00	(\$6.00)	\$0.00	\$2,200.00	\$347,800.00	\$347,800.00	
837F	Fire Planned Facility Repairs	8420V0100	\$501,230.95	\$501,230.95	\$0.00	\$501,230.95	\$246,892.76	\$94,579.36	\$0.00	\$341,463.12	\$249,787.83	\$249,787.83	
Total Division 8420 Fire Facilities			\$5,674,092.04	\$5,674,092.04	\$0.00	\$5,674,092.04	\$3,916,736.09	\$770,569.07	\$0.00	\$4,817,325.16	\$666,766.88	\$666,766.88	

Division 8430 Fire Fighting Equipment

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Authority (actual balance)	Remaining Expenditure Authority (actual balance)	Comments
841F	CONTRIBUTIONS & GRANT MATCHES	8400V0100	\$131,000.00	\$131,000.00	\$0.00	\$131,000.00	\$108,628.14	\$0.00	\$0.00	\$108,628.14	\$22,371.86	\$22,371.86	
842F	TURNOUT GEAR	8430V0300	\$1,638,000.00	\$1,638,000.00	\$0.00	\$1,638,000.00	\$1,081,481.02	\$0.00	\$0.00	\$1,081,481.02	\$556,518.98	\$556,518.98	
846F	Fire R000H2 - Omnicast Upgrade	8430V0300	\$259,000.00	\$259,000.00	\$0.00	\$259,000.00	\$255,000.00	\$0.00	\$0.00	\$255,000.00	\$4,000.00	\$4,000.00	Preparing to be closed out, project savings will be moved to 846F
841F	Fire Air Bottle Replacement	8430V0300	\$206,000.00	\$206,000.00	\$0.00	\$206,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$206,000.00	\$206,000.00	
842F	Fire Defibrillators	8430V0300	\$116,000.00	\$116,000.00	\$0.00	\$116,000.00	\$82,957.07	\$3,211.88	\$0.00	\$85,208.95	\$30,791.05	\$30,791.05	
843F	Fire Thermal Imaging Cameras	8430V0300	\$362,000.00	\$362,000.00	\$0.00	\$362,000.00	\$151,486.41	\$0.00	\$0.00	\$151,486.41	\$210,513.59	\$210,513.59	
846F	Fire SCBA's	8430V0300	\$661,000.00	\$661,000.00	\$0.00	\$661,000.00	\$264,411.53	\$0.00	\$0.00	\$264,411.53	\$456,588.47	\$456,588.47	
849F	Fire Small Capital - FY13	8430V0300	\$300,000.00	\$300,000.00	\$0.00	\$300,000.00	\$146,859.30	\$0.00	\$0.00	\$146,859.30	\$153,140.70	\$153,140.70	\$150,000 in FY 2014 funds will be transferred to a new FY 2014 account. Remaining funding of \$3,130.82 will be transferred to uncommitted fund balances upon closure.
Total Division 8430 Fire Fighting Equipment			\$3,673,000.00	\$3,673,000.00	\$0.00	\$3,673,000.00	\$2,929,913.95	\$3,211.88	\$0.00	\$2,933,125.83	\$1,840,477.17	\$1,840,477.17	

Division 8440 Fire Apparatus

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Authority (actual balance)	Remaining Expenditure Authority (actual balance)	Comments
845F	General Fire Apparatus	8440V0100	\$85,186.82	\$85,186.82	\$0.00	\$89,186.82	\$1,356.00	\$0.00	\$0.00	\$1,356.00	\$87,830.82	\$87,830.82	
852F	Fire Small Vehicles	8440V0100	\$329,371.04	\$335,243.08	(\$5,872.04)	\$329,371.04	\$174,378.75	\$3,500.00	\$0.00	\$177,878.75	\$151,492.29	\$157,364.13	
847F	FY13 Large Apparatus - Rural	8440V0100	\$1,012,675.00	\$1,012,674.64	\$0.36	\$1,012,675.00	\$781,127.71	\$228,042.57	\$0.00	\$927,170.28	\$85,504.72	\$85,504.72	Awaiting delivery of Wake Forentanker.
848F	FY13 Large Apparatus - Municipal	8440V0100	\$229,897.78	\$229,897.78	\$0.00	\$229,897.78	\$149,420.46	\$50,477.32	\$0.00	\$229,897.78	\$0.00	\$0.00	To be closed out upon completion of payments.
849F	FY14 Large Apparatus - Municipal	8440V0100	\$145,000.00	\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,000.00	\$145,000.00	
Total Division 8440 Fire Apparatus			\$2,006,130.64	\$2,012,002.32	(\$5,871.48)	\$2,006,130.64	\$1,026,292.92	\$310,019.89	\$0.00	\$1,336,312.81	\$669,827.83	\$675,699.51	

Division 8499 Fire Capital Uncommitted

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Authority (actual balance)	Remaining Expenditure Authority (actual balance)	Comments
819F	Garner Station #4 Intercal Agreement	8490V0100	\$90,000.00	\$30,500.00	\$59,500.00	\$90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,500.00	\$30,500.00	
819F	Fee Capital Uncommitted	8490V0100	\$266,000.00	\$2,169,949.77	(\$1,903,949.77)	\$266,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,169,949.77	\$2,169,949.77	
Total Division 8499 Fire Capital Uncommitted			\$356,000.00	\$2,200,449.77	(\$1,844,449.77)	\$356,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,169,949.77	\$2,169,949.77	

Total Department 54 Fire And Rescue CIP	\$11,709,825.68	\$13,560,147.13	(\$1,850,321.45)	\$11,709,825.68	\$6,972,932.96	\$1,083,800.84	\$0.00	\$0.00	\$0.00	\$18,066,733.93	\$3,653,091.88	\$5,503,413.33	
Total Fund: 4400 Fire CIP	\$11,709,825.68	\$13,560,147.13	(\$1,850,321.45)	\$11,709,825.68	\$6,972,932.96	\$1,083,800.84	\$0.00	\$0.00	\$0.00	\$18,066,733.93	\$3,653,091.88	\$5,503,413.33	

Chad also reported that after this meeting he would no longer be the Budget Analyst for the Fire Tax District. He stated that the new Analyst would be Mark Matthews and he distributed his Business Card.

Vice Chair Billy Myrick thanked Chad for all that he had done during the time that he worked with the Fire Commission.

CHAIR REPORT

None.

FIRE AND EMERGENCY MANAGEMENT DIRECTOR REPORT

Deputy County Manager informed the Fire Commission that they have conducted a second round of interviews for the recruitment of the Fire Services Director. He reported that Chief Smith and Chief Pope were part of the interview process. Mr. Durham stated that they were done to two candidates at this stage and they were checking reference and conducting background check. Mr. Durham stated that his goal was to make an offer within the next two weeks and to have someone on board by the November meeting.

Mr. Durham also shared with the Fire Commission that the County would be issuing a RFP to hire a consultant to develop a cost share plan for the county and the cost share departments. He stated that the process would involve engagement with all the departments, staff, and the Fire Commission.

OTHER BUSINESS

Mr. Bob Stagg congratulated Chief Cates on his appointment to be the Chief at Eastern Wake Fire Department. Mr. Stagg also, asked Chief Poole to report on a recognition that is being put together for Tramp Dunn.

Chief Poole reported that an email had been sent out regarding an appreciation dinner for Tramp Dunn, who had been instrumental in fire service training in Wake County and North Carolina. Chief Poole shared that Mr. Dunn had been diagnosed with ALS (Lou Gehrig's disease) approximately a month ago and they have been overwhelmed with people from all across the state wanting to honor Tramp, so the Wake County Association of Fire Chiefs have been working an appreciation dinner for him. The event will be held on December the 7, 2013 at the Raleigh Convention Center.

PUBLIC COMMENTS

None.

ADJOURNMENT

Being no further business, the meeting was adjourned



Public Safety Radio System Update

September 19, 2013

Frank Hall
Wake County IS Division Supervisor & Radio System Manager



www.wakegov.com

Timeline

- Beginning in 2016, Motorola will no longer support the current system. Also, future upgrades are not available. Therefore, a system replacement is required
- In 2008, IS department completed a comprehensive 800 MHz Radio Master Plan which identified the need to begin planning for a system replacement
- In 2011, the County engaged RCC, Consultants, Inc. to assist in evaluating our options for replacement, received report early 2012
- Steering committee convened in May of 2012 to vet consultants and presented update at March 11, 2013 & Recommendation on September 9th Board work session

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Tasks Completed between March & September

- County's CIP funding model updated to move funding forward to FY15 to accommodate the City of Raleigh (C emergency communications center
- Steering committee sub team met several times with Cc NCSHP to refine costs and partnership parameters
- Revised both Cary and NCSHP project/funding model to accommodate the CoR facility
 - Both options fund replacement of current consoles only
 - Any additional consoles required for new CoR facility to be funded by CoR
- ~~Eliminated Wake-only option~~

Expenditures

Capital

- Technical infrastructure at tower sites
 - 10 Tower sites
 - 24 channels each site
- Radio dispatch console equipment (911 Center, Barwell backup 911 center, S Office, etc.)
- Microwave equipment for use in connecting the tower sites
- Engineering, project management, implementation services
- Backup system controller hardware and software (NCSHP only)

Annual Maintenance/Technology Refresh

- Support/Maintenance
 - Software: bug fixes, enhancements, upgrades
 - Hardware: break/fix support
- Migration Assurance – technology refresh bundled in predictable, level operc

Cost Overview

Description	NCSHP Partnership	Cary Partnership
Estimated Capital Project Costs	\$31,048,316	\$29,669,988
Total Estimated Annual Maintenance	\$1,474,847	\$1,423,735
Estimated Annual Maintenance – County Portion Only	\$633,313	\$611,365
Total Estimated Annual Maintenance (15 YR)	\$23,740,458	\$22,917,714
Total Estimated Annual Maintenance (15 YR) County Portion Only	\$10,194,373	\$9,841,079
Total Estimated Platform Cost (15 YR)	\$54,788,775	\$52,587,701

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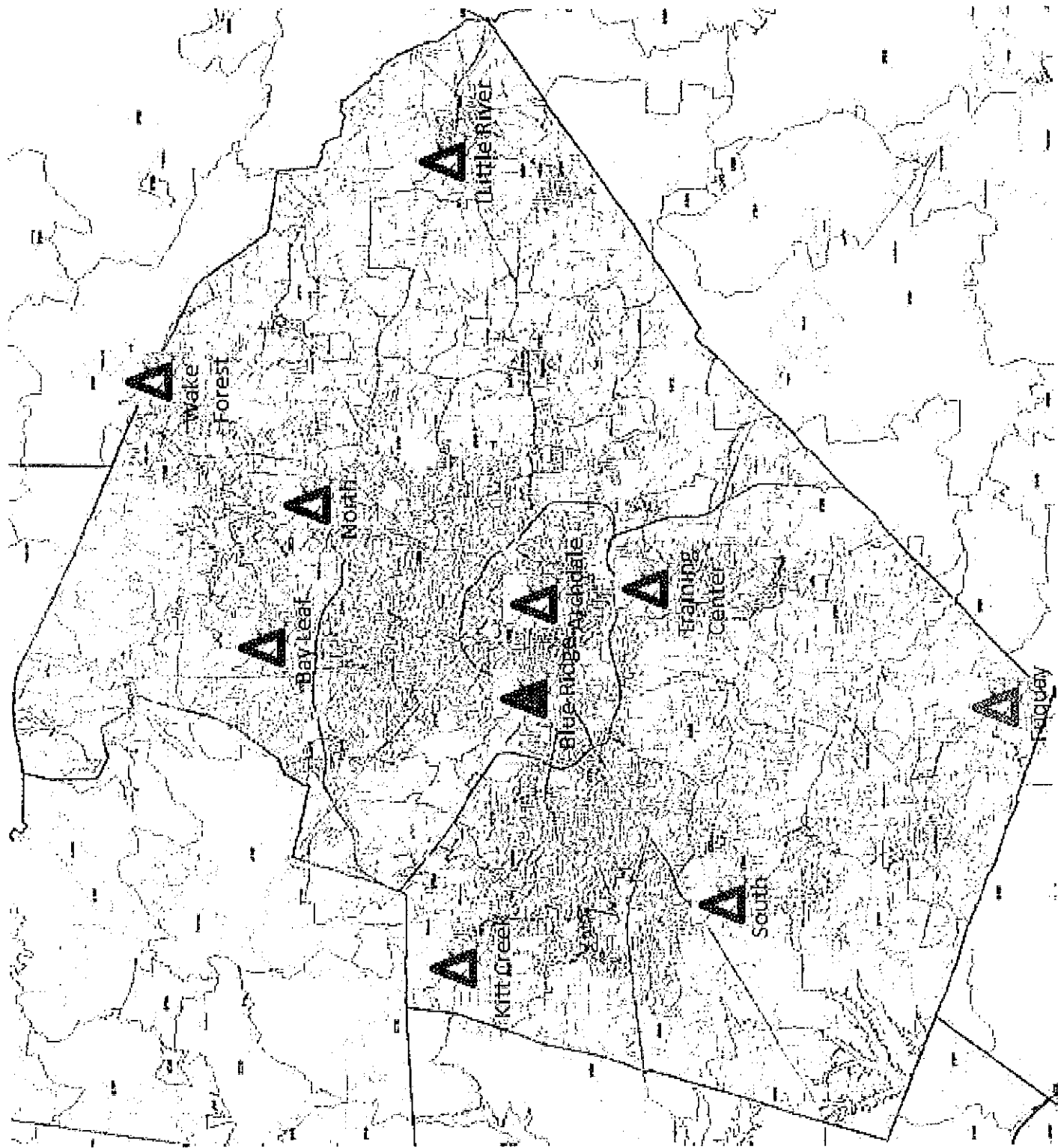
Partnership Overview

Description	NCSHP Partnership	Cary Partnersh
Project Timeline	29 Months Est. Completion Dec 2016	32 Months Est. Completion Feb
Impact to First Responders/Interoperability	Minimal	Minimal
Coverage	Addresses coverage issue areas	Addresses coverage issi
Costs	+2.2 million (over lowest cost option)	Least costly
Annual Maintenance/Technology Refresh – shared equipment	Not clearly defined	Planned via Motorola M Assurance
Disaster Recovery Capability	Not clearly defined	Fully Automatec
Partner-Agency Radio Traffic Load on Wake County System	Average +30%; Greater spikes during major events	0% (Networks are not s
System Management Autonomy	Limited	Flexible
System IP Resources	17,000 Max. Available	64,000 Max. Availa
System Type	Motorola	Motorola

Recommendation to BOCC

- Based on evaluation criteria below, majority consensus Steering Committee to proceed with the Cary partners option
- *User Functionality*
 - How reliable and easy to use will the system be for public safety field personnel?
 - How easily will personnel be able to communicate with other agencies and jurisdictions?
 - Which option is the best value in terms of capacity?
- *System Management*
 - How easy will the system be to manage and upgrade?
 - How easily/quickly can changes be implemented to respond to significant events within the County?
- *Costs*
 - What components are required and when will costs be incurred?

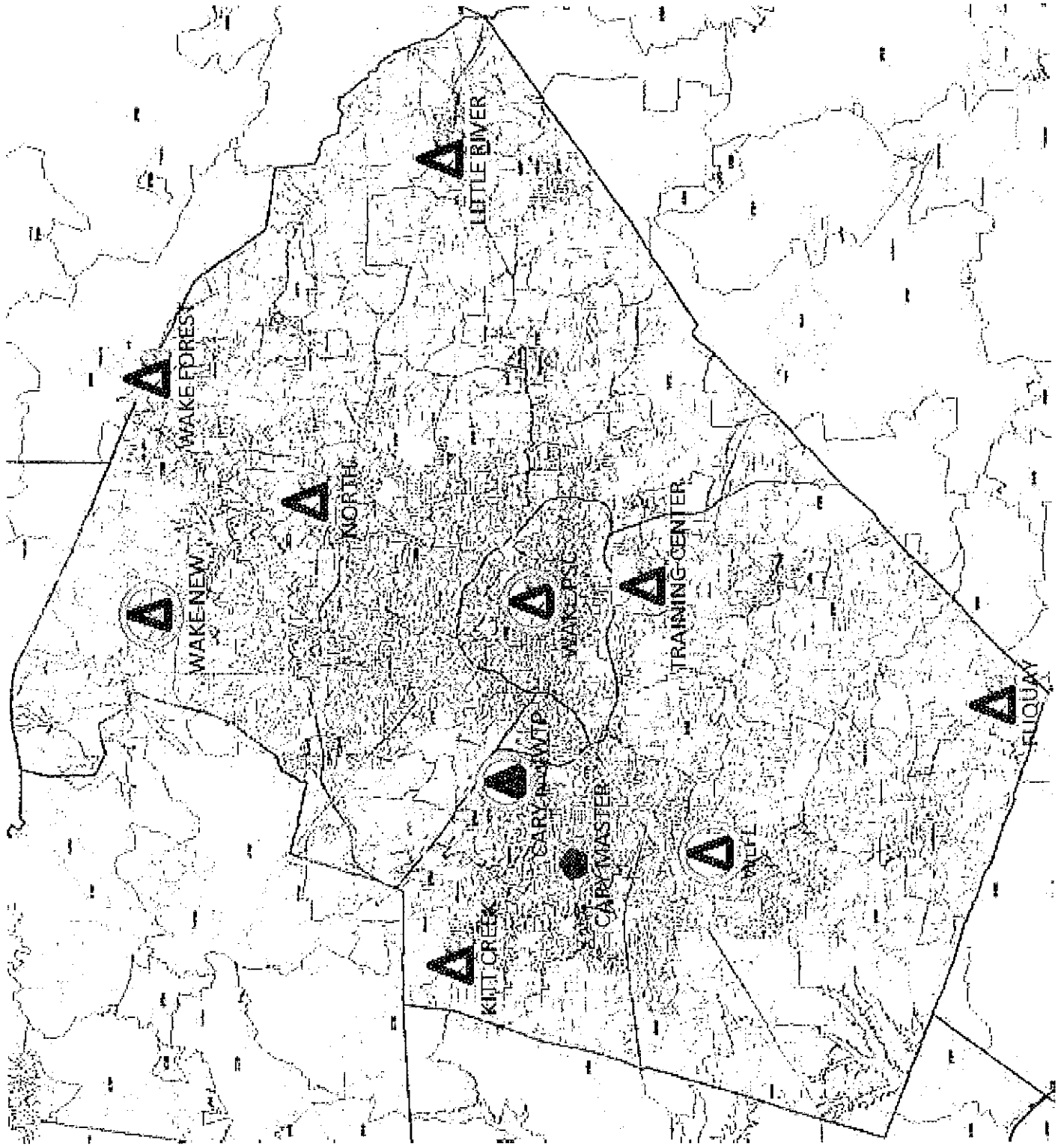
Current Wake County System



Legend:

- Blue = 24 channels
- Green = 10 channels
- Red = Master site
- Yellow = Areas targeted for radio signal improvement

Proposed Wake/Cary Partnership



Legend:

- 24 channels
- Master/backup site
- New or relocated sites
- Areas targeted for radio signal improvement



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Impact to Current Partnership w/ NCSHP

• Impact to NCSHP

- NCSHP and partners traffic moves off of the County's tower infrastructure
- Traffic moves to the NCSHP P25 system covering Wake County (scheduled operational 2nd quarter 2014)
- We estimate that this move will require the NCSHP increase channel capacity by 4 – 5 channels (at a cost of approximately 2 million)

• Impact to Wake County

- Requires us to provide a list of named users (radios) who will need access to system for connectivity outside of County system
- Wake converts to model similar to the other large municipalities who operate their own system (e.g. Charlotte Mecklenburg, New Hanover County, Durham County, Guilford Metro)

Next Steps

- Proceed with drafting Inter-Local Agreements
 - Cary: ILA will detail governance, funding structure, upgrade process.
 - NCSHP: Amend ILA to ensure smooth exit for both partners from current partnership
- Plan to return at the upcoming November 4th or 18th meeting to request authorization for County Manager to execute ILAs
- Recommend funding be appropriated in the FY15 C budget for the project
- System acquisition begins July 2014

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Item Title:

Discussion regarding the "Role" of the Fire Commission and its Standing Committees

Specific Action Requested:

That the Fire Commission considers having a discussion on the "Role" of the Fire Commission and its Standing Committees.

Item Summary:

Mr. Myrick, Vice Chair asks that the Fire Commission have a discussion regarding the "Role" of the Fire Commission and its Standing Committees.

Attachments:

1. Wake County Fire Commission Rules of Procedure (adopted 3/22/2012)

*Wake County Fire
Commission Rules of
Procedure*

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I. Name

The name of this board appointed to serve the Wake County Board of Commissioners shall be referred to as the Wake County Fire Commission (hereinafter referred to as the Fire Commission).

II. Mission

The mission of the Fire Commission shall be to make formal recommendations to the Wake County Board of Commissioners on fire protection and emergency services delivery applicable to those departments covered under the venue of the Fire Commission.

The roles of the Fire Commission members as approved by the Wake County Board of Commissioners are:

- A. Reviewing and making recommendations on operating budget requests.
- B. Reviewing and making recommendations on CIP budget requests.
- C. Reviewing and supporting firefighter and volunteer incentive retention and recruitment programs.
- D. Making recommendations to the Wake County Board of Commissioners for continuing improvement of the fire protection system.
- E. Reviewing ISO and consultants reports and recommending action for improvement as deemed necessary.
- F. Developing and providing overview of all service district operational regulations and guidelines for the Wake County fire protection service district.

III. Membership and Composition

As approved by the Wake County Board of Commissioners, the structure of the Fire Commission is:

- A. Wake County Board of Commissioner member (1)
- B. Representatives of fire service planning and service regions (4)
- C. President of Wake County Firefighters’ Association (1)
- D. Public consumers (5)
- E. Representatives of municipalities participating in Fire Protection Service District (1 seat per each participating municipality)
- F. County Staff (non-voting)

Appointment and Term - The Wake County Board of Commissioners shall make all primary and alternate appointments to the Fire Commission. All appointments shall comply with established rules and procedures of the Board of Commissioners. Any person appointed

by the Wake County Board of Commissioners to fill an unexpired term shall be appointed to serve the duration of the term.

- A. **Wake County Board of Commissioners Appointee (1)** - The Wake County Board of Commissioners shall appoint a member to serve as the Board of Commissioner appointee to the Fire Commission. The Board of Commissioners, at their discretion, may appoint an alternate Commissioner, to represent the Commissioners in the event of the absence of the appointed Commissioner.
- B. **Fire Service Positions (4)** - Each fire service planning and service region shall elect two representatives from each region be represented on the Fire Commission. One representative shall be identified as the primary representative to the Fire Commission. The second representative shall be identified as the alternate representative. The representative shall serve for a period of two years. The selection of the region representative shall be based upon vote of the members of that region, with that person's name submitted to the Wake County Board of Commissioners for approval. Should an appointed region representative's status within his region or fire department change, the fire service region may make a recommendation to the Board of Commissioners that the appointee be removed from the Fire Commission and request that another representative of that region be appointed to the Fire Commission.
- C. **President of Wake County Firefighters' Association (1)** - The President of the Wake County Firefighters' Association shall receive an automatic recommendation for appointment to the Fire Commission. The appointed term of the President of the Wake County Firefighters' Association shall coincide with the President's tenure as President of the Association. Should the President be replaced by another member of the Firefighters' Association, the Wake County Board of Commissioners shall appoint the person serving as President of the Association to the Fire Commission. The President of the Wake County Firefighters' Association shall recommend an alternate representative for appointment.
- D. **Citizen Appointees (5)** - The Wake County Board of Commissioners shall appoint five citizens to serve on the Fire Commission. Each appointment shall be for a two-year term. The Wake County Board of Commissioners shall have the option to appoint alternates for the Citizen Appointees.
- E. **Municipal Representatives (1 seat per each participating municipality)** - Municipalities that elect to join the Fire Protection Service Tax District shall receive one seat on the Fire Commission.
- F. **Director - Wake County Department of Fire and Emergency Management (non-voting)** - The Director and his staff shall provide administrative support to the Fire Commission. The Director and/or his designee may be called on to provide requested information and/or advice to the Commission. He may participate in any discussions, however is not permitted to vote.

G. **Recommendation for Removal from Fire Commission** – Other than those actions outlined in Section V (K) of this document, the Fire Commission may recommend to the Wake County Board of Commissioners the removal of any appointed member for actions that might damage or compromise the integrity of the Fire Commission or any committee thereof. This will require a majority vote of the Fire Commission, excluding the member under consideration. It is the responsibility of the Wake County Board of Commissioners to determine if grounds are sufficient to warrant removal of the appointee from the Fire Commission.

- a. **Removal of Committee Chair or Member** – The Fire Commission has the power to remove a committee chair or member deemed to have acted in a manner that damage or compromise the integrity or used his/her position in a manner inconsistent with the intent of the Fire Commission. A two thirds majority of the Fire Commission is required for the removal.

IV. **Fire Commission Officers**

A. **Fire Commission Chair** - The Fire Commission will elect a Chair annually from among the voting membership. The Chair shall preside at Fire Commission meetings if he or she is present. The chair may vote in all cases. In order to address the Fire Commission, a member must be recognized by the chair.

If the chair is absent, the vice-chair shall preside. If both the chair and vice-chair are absent, another member designated by vote of the Fire Commission shall preside. The vice-chair or another member who is temporarily presiding retains all of his or her rights as a member, including the right to make motions and the right to vote.

If the chair becomes actively involved in debate on a particular matter, he or she may designate another Fire Commission member to preside over the debate. The chair shall resume presiding as soon as action on the matter is concluded.

The presiding officer shall have the following powers, to include but not be limited to:

- To rule motions in or out of order, including any motion deliberately offered to obstruct or delay the conducting of Fire Commission business;
- To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this ground;
- To entertain and answer questions of parliamentary law or procedure;
- To call a brief recess at any time;
- To adjourn in an emergency.

A decision by the presiding officer under any of the powers listed may be appealed to the Fire Commission upon motion of any Commission member. Such a motion is in order immediately after a decision under those powers is announced and at no other time. The member making the motion need not be recognized by the presiding officer, and the motion, if timely made, may not be ruled out of order.

- B. **Fire Commission Vice-Chair** - The Fire Commission will elect a Vice-Chair annually from among the voting membership. The position of Vice-Chair shall be a voting position. The role of the Vice-Chair shall be to serve as the presiding officer of the Fire Commission in the absence of the Chair. While serving as the presiding officer, the Vice-Chair shall have the same powers as the Chair.

V. Meetings

The Fire Commission shall meet as needed to accomplish its mission as designated by the Chair.

A. **Regular Meetings**

The Fire Commission shall hold a regular meeting on the third Thursday of every other month beginning in January of each year, except that if a regular meeting day is a legal holiday, the meeting shall be held on the next business day. The meeting shall be held at the Wake County Emergency Medical Services Training Center unless otherwise scheduled elsewhere and shall begin at 7:00 PM.

B. **Special Emergency and Rescheduled Meetings**

(a) **Special Meetings.** The chair or a majority of the members may at any time call a special meeting of the Fire Commission. At least forty-eight hours before a special meeting called in this manner, written notice of the meeting stating its time and place and the subjects to be considered shall be given to each Fire Commission member and to the Clerk to the Board of County Commissioners.

A special meeting may also be called or scheduled by vote of the Fire Commission in open session during another duly called meeting. The motion or resolution calling or scheduling the special meeting shall specify its time, place, and purpose. At least forty-eight hours before a special meeting called in this manner, written notice of the meeting stating its time and place and the subjects to be considered shall be given to each Fire Commission member and to the Clerk to the Board of County Commissioners.

Only those items of business specified in the notice may be discussed or transacted at a special meeting, unless (1) all members are present and (2) the Fire Commission determines in good faith at the meeting that it is essential to discuss or act on the item immediately.

(b) **Emergency Meetings.** The chair or a majority of the members may at any time call an emergency meeting of the Fire Commission by signing a written notice stating the time and place of the meeting and the subjects to be considered. Written or oral notice of the meeting shall be given to each Fire Commission member and to the Clerk to the Fire Commission of County Commissioners. Emergency meetings may be called only because of generally unexpected circumstances that require immediate

consideration by the Fire Commission. Only business connected with the emergency may be considered at an emergency meeting.

(c) **Recessed Meetings.** A properly called regular, special, or emergency meeting may be recessed to a time and place certain by a procedural motion made and adopted in open session during the regular, special, or emergency meeting. The motion shall state the time and place when the meeting will reconvene. No further notice need be given of such a recessed session of a properly called regular, special, or emergency meeting.

C. **Organizational Meeting**

On the date and at the time of the regular meeting in January, the Fire Commission shall nominate and elect from its own membership a Chair and Vice-Chair. Beginning with the regular Fire Commission meeting in January the Chairperson will open the nominations and accept nominations from the Fire Commission members. The Chairperson shall close the nominations and if necessary, immediately conduct an election. A simple majority of those voting, providing a quorum is present, shall be sufficient in determining the outcome.

D. **Cancellation and Rescheduling of Meetings**

The Chair may cancel or reschedule a scheduled regular meeting upon determining that there will be no business for the Fire Commission to consider at that meeting, or sufficient notification has been given that indicates that there will be not be a quorum at the meeting.

E. **Meeting Notice - Regular Meeting**

A regular schedule specifying the time, date, and place of the Fire Commission's regular meetings for the calendar year will be kept on file with the Clerk to the Wake County Board of Commissioners. Any revision to the schedule will be sent to the Clerk at least seven calendar days before the first meeting to be held under the revised schedule.

F. **Meeting Notice – Special Meetings**

For any Fire Commission meeting to be held at a time or place other than those shown on the filed schedule of the Fire Commission's meeting, a written notice of the date, time, and place and purpose of the meeting will be sent to the Clerk to the Wake County Board of Commissioners at least three calendar days before the meeting.

G. **Meeting Cancellations**

For cancellations of any meeting, all Fire Commission members will be notified at least 24 hours before the scheduled meeting time. Fire Commission members may be notified via phone, fax, e-mail, or in writing. In addition, written notice will be sent to the Clerk to the Wake County Board of Commissioners at least 24 hours before the scheduled meeting time.

H. **No Notice – Continuation of Recessed Meetings**

If the Fire Commission recesses a regular or special meeting for which proper notice was given, after the Chair has announced in open session the time and place at which the meeting will be continued, no further notice needs to be given for the continuation of the meeting.

I. **Quorum**

A majority of the actual membership of the Fire Commission excluding vacant seats shall constitute a quorum. A majority is more than half. The Chair shall be considered a member of the Fire Commission in determining the number on which a majority is based and in counting the number of members actually present.

A member who has withdrawn from a meeting without being excused by majority vote of the remaining members present shall be counted as present for purposes of determining whether or not a quorum is present. The Chair may not call a meeting to order until such time as a quorum is present unless, after waiting a reasonable time past the meeting's scheduled starting time, the Chair determines that there is no hope of obtaining a quorum. In that case, the Chair will call the meeting to order, note the lack of a quorum, and adjourn the meeting. If a quorum ceases to be present at any time during a meeting, the Chair will note the lack of a quorum, order the cessation of business, and adjourn the meeting.

J. **Attendance**

All members of the Fire Commission are expected to be present at all regularly scheduled meetings. Members who are not physically present but are in direct contact via telephone or internet shall be counted present. NOTE: It is not the intent of the previous sentence to encourage telecommuting for Fire Commission meetings. The intent is to provide for those members who, for a legitimate reason, cannot be physically present for the meetings a means to be involved in the Commission's business and represent those he/she is responsible.

Absences due to health, family emergencies, and shift assignment (fire service where no relief can cover) and work conflict (citizen members) are considered excused for the purpose of this section. All others are considered unexcused.

(a) **Committees**

Members of any Fire Commission committee are also expected to attend all committee meetings. Therefore the same standard of attendance is required for Committee members.

K. **Action for Nonattendance**

Should any appointed member of the Fire Commission, other than alternate appointees, have three (3) unexcused absences within a calendar year, the Fire Commission shall make a recommendation to the Wake County Board of Commissioners that the appointee be removed from the Fire Commission and that a new person be appointed to fulfill the unexpired term of the original appointee.

It should be noted the importance of consistent attendance by all Fire Commission members. In the event a pattern is noted concerning a lack of consistent attendance by a member, the Chair shall recommend to the Board of Commissioners the replacement of that member.

(a) Committees

Absences due to health, family emergencies, and shift assignment (fire service where no relief can cover) and work conflict (citizen members) are considered excused for the purpose of this section. All others are considered unexcused.

L. Meeting Agenda

The agenda should be prepared to achieve two functions:

- Focus the Fire Commission by determining what issues will be considered at the meeting and what order each issue will be considered.
- Serve as a guide to the public as to what issues will be considered at the meeting.

(a) Proposed Agenda. The Chair determines the content and order of the agenda for Fire Commission meetings. The Chair will advise the Wake County Director of Fire and Emergency Management as to the content of the agenda. At least 7 calendar days before the Fire Commission's next scheduled meeting, the Director of Fire and Emergency Management will prepare the meeting's agenda. Copies of the Fire Commission proposed agenda and any supporting documents shall be emailed to all Commission members and chief officers of all departments prior to the applicable meeting.

Any Fire Commission member may, by a timely request, have an item placed on the proposed agenda. A request to have an item of business placed on the agenda must be received at least 10 working days before the meeting. Each member that requests an item to be on the agenda shall provide a copy of all proposed information, reports, resolutions, etc., that will be attached to the proposed agenda. All agenda documents shall be submitted in the format (see attachment page 18 of 18) identified by the Director of the Fire and Emergency Management Department.

An agenda package shall be prepared that includes, for each item of business placed on the proposed agenda, as much background information on the subject as is available and feasible to reproduce and/or distribute. Each Fire Commission member shall receive a copy of the proposed agenda and the agenda package and the materials shall be available for public inspection and/or distribution when they are distributed to the Fire Commission members.

(b) Adoption of the Agenda. As its first order of business at each meeting, the Fire Commission shall discuss and revise the proposed agenda and adopt an agenda for the meeting. The Fire Commission may, by majority vote, add items to or subtract items from the proposed agenda, except that the Fire Commission may not add items to the agenda of a special or emergency meeting unless (a) all members are present and (b) the Fire Commission determines in good faith at the meeting that it is essential to discuss or act on the item immediately. If items are proposed to be added to the agenda, the Fire Commission may, by majority vote, require that written copies of particular documents

connected with the items be made available at the meeting to all Fire Commission members.

The Fire Commission may designate certain agenda items “for discussion and possible action.” Such designation means that the Fire Commission intends to discuss the general subject area of that agenda item before making any motion concerning that item.

- (c) **Open Meetings Requirements.** The Fire Commission shall not deliberate, vote, or otherwise take action on any matter by reference to a letter, number or other designation, or other secret device or method, with the intention of making it impossible for persons attending a meeting of the Fire Commission to understand what is being deliberated, voted, or acted on. However, the Fire Commission may deliberate, vote, or otherwise take action by reference to an agenda, if copies of the agenda—sufficiently worded to enable the public to understand what is being deliberated, voted, or acted on—are available for public inspection at the meeting.

M. **Order of Business**

Items shall be placed on the agenda according to the order of business. The order of business for each regular meeting shall be as follows:

- Discussion and revision of the proposed agenda; adoption of an agenda
- Approval of the minutes
- Unfinished business
- New business
- Committee reports
- Appointments
- Informal discussion and public comment

By general consent of the Fire Commission, items may be considered out of order.

N. **Conduct of Meetings**

The deliberations of all meetings of the Fire Commission and various subcommittees shall be governed by NCGS I43-318, N.C. Open Meeting Law, these Rules of Procedure, and Robert’s Rules of Order, Newly Revised. The Fire Commission shall conduct business in accordance with the distributed agenda.

All official meetings of the Fire Commission will be open to the general public and any person is entitled to attend. An “official” Fire Commission meeting is any gathering together of, or simultaneous communication between, a majority of Fire Commission members for the purpose of considering the public business of the Fire Commission. A purely social gathering or communication does not constitute an official meeting.

As presiding officer, the Chair may take whatever action is necessary to provide opportunity for discussion on issues, focus comments and discussion on issues being considered, ensure orderly meetings, and ensure the efficient and effective disposition of issues before the Fire Commission. At the time the meeting is scheduled to begin, or at

some reasonable waiting time thereafter if a quorum is not initially present, the Chair will call the meeting to order and announce which members are absent.

VI. Action by the Fire Commission

The Fire Commission shall proceed by motion as provided for in this section. Any member, including the Chair, may make a motion. A motion must be on the floor before a Fire Commission may proceed with discussion or action.

After a motion is made, the Chair shall state the motion and then open the floor for debate. The Chair shall preside over the debate according to the following general principles:

- The maker of the motion is entitled to speak first.
- A member who has not spoken on the issue shall be recognized before someone who has already spoken.

To the extent possible, the debate shall alternate between proponents and opponents of the motion.

A motion that is defeated may be renewed at any later meeting unless a motion to prevent reconsideration has been adopted.

The introducer may withdraw a motion at any time before it is amended or before the Chair puts the motion to a vote, whichever occurs first.

- **Second Required** - A motion requires a second.
- **One Motion at a Time** - A member may make only one motion at a time.
- **Substantive Motions** - A substantive motion (any motion other than a procedural motion) is out of order while another substantive motion is pending.
- **Adoption by Majority Vote** - A motion shall be adopted by a majority of the votes cast, unless otherwise required by these rules or the laws of North Carolina. A majority is more than half.

Procedural Motions

A. Certain Motions Allowed. In addition to substantive proposals, only the following procedural motions, and no others, are in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority of the votes cast, for adoption. Procedural motions are in order while a substantive motion is pending and at other times, except as otherwise noted.

B. Order of Priority of Motions. In order of priority (if applicable), the procedural motions are:

Motion 1. To Appeal a Procedural Ruling of the Presiding Officer. A decision of the Chair ruling a motion in or out of order, determining whether a speaker has gone beyond reasonable standards of courtesy in his remarks, or entertaining and answering a question

of parliamentary law or procedure may be appealed to the whole of the Fire Commission. This appeal is in order immediately after such a decision is announced and at no other time. The member making the motion need not be recognized by the presiding officer and the motion, if timely made, may not be ruled out of order.

Motion 2. To Adjourn. This motion may be made only at the conclusion of action on a pending substantive matter; it may not interrupt deliberation of a pending matter. A motion to [recess] [adjourn] to a time and place certain shall also comply with the requirements of Section V. Meetings, B. (c).

Motion 3. To Take a Brief Recess. This motion may be made to provide a break of no more than fifteen (15) minutes to allow members to attend to personal matters, attempt to gather necessary information for Committee actions, or for basic relief. The Chair shall determine the length of the recess.

Motion 4. Call to Follow the Agenda. The motion must be made at the first reasonable opportunity or it is waived.

Motion 5. To Suspend the Rules. The Fire Commission may not suspend provisions of the rules that state requirements imposed by law on the Fire Commission. For adoption, the motion requires an affirmative vote equal to a two-thirds majority of the entire membership of the Fire Commission.

Motion 6. To Go into Closed Session. The Fire Commission may go into closed session only for one or more of the permissible purposes listed in G.S. 143-318.11(a). The motion to go into closed session shall cite one or more of these purposes and shall be adopted at an open meeting. A motion based on G.S. 143-318.11(a) (1) shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on G.S. 143-318(a)(3) shall identify the parties in each existing lawsuit concerning which the Fire Commission expects to receive advice during the closed session, if in fact such advice is to be received.

Motion 7. To Leave Closed Session.

Motion 8. To Divide a Complex Motion and Consider It by Paragraph. The motion is in order whenever a member wishes to consider and vote on subparts of a complex motion separately.

Motion 9. To Defer Consideration. The Fire Commission may defer a substantive motion for later consideration at an unspecified time. A substantive motion the consideration of which has been deferred expires 60 days thereafter unless a motion to revive consideration is adopted. If consideration of a motion has been deferred, a new motion with the same effect cannot be introduced while the deferred motion remains pending (has not expired). A person who wishes to revisit the matter during that time must take action to revive consideration of the original motion, or else move to suspend the rules [Motion 5].

Motion 10. To Postpone to a Certain Time or Day. If consideration of a motion has been postponed, a new motion with the same effect cannot be introduced while the postponed motion remains pending. A person who wishes to revisit the matter must either wait until the specified time or move to suspend the rules.

Motion 11. To Refer a Motion to a Committee. The Fire Commission may vote to refer a substantive motion to a committee for its study and recommendations. Sixty days or more after a substantive motion has been referred to a committee, the introducer of the substantive motion may compel consideration of the measure by the entire Fire Commission, whether or not the committee has reported the matter to the Fire Commission.

Motion 12. To Amend.

(a) An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if adoption of the motion with that amendment added would have the same effect as rejection of the original motion. A proposal to substitute completely different wording for a motion or an amendment shall be treated as a motion to amend.

(b) A motion may be amended, and that amendment may be amended, but no further amendments may be made until the last-offered amendment is disposed of by a vote.

(c) Any amendment to a proposed [order] [policy] [regulation] [resolution] shall be reduced to writing before the vote on the amendment.

Motion 13. To Revive Consideration. The Fire Commission may vote to revive consideration of any substantive motion earlier deferred by adoption of Motion 9. The motion is in order at any time within 120 days after the day of a vote to defer consideration. A substantive motion on which consideration has been deferred expires 120 days after the deferral unless a motion to revive consideration is adopted.

Motion 14. To Reconsider. The Fire Commission may vote to reconsider its action on a matter. The motion to do so must be made by a member who voted with the prevailing side (the majority, except in the case of a tie; in that case the “nos” prevail) and only at the meeting during which the original vote was taken, including any continuation of that meeting through [recess] [adjournment] to a time and place certain. The motion cannot interrupt deliberation on a pending matter but is in order at any time before final adjournment of the meeting.

Motion 15. To Rescind or Repeal. The Fire Commission may vote to rescind actions it has previously taken or to repeal items that it has previously adopted. The motion is not in order if rescission or repeal of an action is forbidden by law.

Motion 16. To Prevent Reintroduction for [Six] Months. The motion shall be in order immediately following the defeat of a substantive motion and at no other time. The

motion requires for adoption a vote equal to ~~{a majority}~~ [two-thirds] of the entire membership of the Fire Commission. If adopted, the restriction imposed by the motion remains in effect for [six] months or until the next organizational meeting of the Fire Commission, whichever occurs first.

C. Renewal of Motion

A motion that is defeated may be renewed at any later meeting unless a motion to prevent reconsideration has been adopted.

D. Withdrawal of a Motion

A motion may be withdrawn by the introducer at any time before it is amended or before the chair puts the motion to a vote, whichever occurs first.

VII. Duty to Vote

Every member must vote unless excused by the remaining members of the Fire Commission. A member who wishes to be excused from voting shall so inform the chair, who shall take a vote of the remaining members. No member shall be excused from voting except in cases involving conflicts of interest, as defined by the Fire Commission or by law, or the member's official conduct. In all other cases, a failure to vote by a member who is physically present in the Fire Commission meeting, or who has withdrawn without being excused by a majority vote of the remaining members present shall be recorded as an affirmative vote.

A. Basis for Determining a Voting Result – A simple majority of a qualified quorum shall determine the voting result.

B. Voting Procedure – Regular business of the Fire Commission shall be ratified or opposed by a voice vote or show of hands. Per NCGS 143-318.13 (b): At no time shall the Fire Commission or any subcommittee of the Fire Commission vote by secret ballot.

C. One Vote each – Each member of the Fire Commission or subcommittee of the Fire Commission shall be entitled to one vote. Since the Chair and Vice-Chair serve as voting members their vote shall be counted.

D. Abstention – Members of the Fire Commission may register their abstention on any vote, which shall be reflected in the minutes. Members are to abstain from voting and from participating in deliberations on matters, which may pose a conflict of interest for them or an agency represented.

E. Determination of Actions – All final actions, committee appointments, or policy recommendations shall require the favorable vote of a majority of those Fire Commission or subcommittee members present and not abstaining on the vote at a duly called meeting.

F. Public Address to the Fire Commission - Any individual or group who wishes to address the Fire Commission shall make a request to the Chair be on the agenda. The Chair shall determine

whether it will hear the individual or group. Allowable time for the address shall be no more than three (3) minutes, unless there is an affirmative vote to suspend the rule.

- G. Public Hearings** - Public hearings required by law or deemed advisable by the Fire Commission shall be organized by a special order that sets forth the subject, date, place, and time of the hearing as well as any rules regarding the length of time allotted for each speaker, and other pertinent matters. The special order is adopted by a majority vote. Its specifications may include, but are not limited to, rules fixing the maximum time allotted to each speaker; providing for the designation of spokespersons for groups of persons supporting or opposing the same positions; providing for the selection of delegates from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the hall (so long as arrangements are made, in the case of hearings subject to the open meetings law, for those excluded from the hall to listen to the hearing); and providing for the maintenance of order and decorum in the conduct of the hearing

All notice and other requirements of the open meetings law applicable to Fire Commission meetings shall also apply to public hearings at which a majority of the Fire Commission is present; such a hearing is considered to be part of a regular or special meeting of the Fire Commission. These requirements also apply to hearings conducted by appointed or elected committees of Fire Commission members, if a majority of the committee is present. A public hearing for which any required notices have been given may be continued to a time and place certain without further advertisement. The requirements of Section V. Meetings, B. (c) shall be followed in continuing a hearing at which a majority of the Fire Commission, or of a Fire Commission committee, as applicable, is present.

At the time appointed for the hearing, the Chair or his or her designee shall call the hearing to order and then preside over it. When the allotted time expires, or earlier, if no one wishes to speak who has not done so, the presiding officer shall declare the hearing ended.

- H. Closed Sessions** - The Fire Commission may hold closed sessions as provided by law. The Fire Commission shall commence a closed session only after a motion to go into closed session has been made and adopted during an open meeting. The motion shall state the purpose of the closed session. If the motion is based on G.S. 143-318.11(a) (1) (closed session to prevent the disclosure of privileged or confidential information or information that is not considered a public record), it must also state the name or citation of the law that renders the information to be discussed privileged or confidential. If the motion is based on G.S. 143-318.11(a) (3) (consultation with attorney; handling or settlement of claims, judicial actions, mediations, arbitrations, or administrative procedures), it must identify the parties in any existing lawsuits concerning which the public body expects to receive advice during the closed session. The motion to go into closed session must be approved by the vote of a majority of those present and voting. The Fire Commission shall terminate the closed session by a majority vote, using Motion 7. Only those actions authorized by statute may be taken in closed session. A motion to adjourn shall not be in order during a closed session.
- I. Minutes** - Accurate minutes of the Fire Commission meetings shall be kept. The Fire Commission shall also keep an audio recording of any session. These minutes and audio recordings shall be open to inspection of the public, except as otherwise provided in this rule. The exact wording of each motion and the results of each vote shall be recorded in the minutes, and on the request of

any member of the Fire Commission, the entire Fire Commission shall be polled by name on any vote. Minutes shall be kept by a representative of the Wake County Fire and Emergency Management Department.

VIII. Committees

A. Establishment and Appointment - The Fire Commission may establish and appoint members for such standing and ad hoc committees as are required to help carry on the Fire Commission's work. The Fire Commission's standing committees are:

- Budget Committee
- Apparatus Committee
- Facility Committee
- Equipment Committee
- Compensation Committee
- Staffing Committee

If the Fire Commission proposes to refer an issue to a committee for further review but the issue is not within the purview of one of the standing committees, the Fire Commission may refer it to an ad hoc committee appointed for a particular purpose. If the Fire Commission makes such a referral, the Chair will appoint members of the ad hoc committee.

B. Minimum Standing Committee Membership - Voting membership of each standing committee must consist of at least one member from each region and one voting member of the Fire Commission. Not more than two (2) departments from a single region can be represented by voting members on a committee. Each fire department can be represented by no more than one (1) voting member on each committee.

C. Standing Committee Appointments – The Fire Commission Chair shall make appointments for voting members to Standing Committees. Each committee is composed of one member and one alternate member from each of the Wake County Fire Service Regions. A Standing Committee Chairperson will be appointed by the Fire Commission Chair to manage activities of the Standing Committee. The appointed Standing Committee Chairperson may be a fire service representative from any region. No person can serve on more than two committees. Each fire department can be represented by no more than one (1) voting member on each Standing Committee. Citizens may be representatives on established Standing Committees. The Fire Commission Chair may appoint up to four (4) citizens members and four (4) citizen alternates to Standing Committees.

D. Standing Committee Procedures – The Chair of the Standing Committee will supervise the meetings and all minutes and agendas. The Chair of the Standing Committee will only cast a vote if there is a tie. The Fire Commission Chair at his discretion can grant voting privileges to a Chair of a Standing Committee. Agendas are to be sent to all Fire Chiefs whose departments fall under the fire tax districts, Fire Commission members, and

each voting member of the committee at least two (2) days prior to a meeting. Final meeting minutes are to be distributed to the same persons listed above within one (1) week of a committee meeting. A Standing Committee quorum will consist of a simple majority of the members (including the Chairperson).

- E. **Ad-Hoc Committees** – As addressed in VIII (A) - above, the Chair has the power to appoint special committees to address issues of interest to the Fire Commission that do not fall under the prevue of a standing committee. The chairman of the committee can vote on any measure brought before or addressed by this committee and is responsible for presenting the findings to the Fire Commission on or before the date requested.

IX. Amendment of Rules

These rules may be amended at any regular meeting or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting, unless a statute or a rule of the body that created the Fire Commission provides otherwise. Adoption of an amendment shall require an affirmative vote equal to a quorum.

Item Title:

Specific Action Requested:

That the Wake County Fire Commission

Item Summary:

Attachments:

Item Title: Consider Approval of Calendar Year 2014 Meeting Dates

Specific Action Requested:
That the Fire Commission Approves Calendar Year 2014 Meeting Dates

Item Summary:

As you are aware, the Fire Commission meets the third Thursday of every other month. The proposed schedule for calendar year 2014 is:

Day	Date	Time
Thursday	January 16, 2014	7:00 PM
Thursday	March 20, 2014	7:00 PM
Thursday ****	May 15, 2014	7:00 PM
Thursday	July 17, 2014	7:00 PM
Thursday	September 18, 2014	7:00 PM
Thursday	November 20, 2014	7:00 PM

**** In past years, the May meeting has been rescheduled to coordinate with the County's budget process. The May 15, 2014 meeting may or may not be rescheduled.

Please review the proposed dates for any conflicts.

Attachments:

Item Title:

Consider re-appointment of Budget Committee Members for FY 2015 Fire Tax Budget Process

Specific Action Requested:

That the Fire Commission re-appoints Budget Committee Members for the FY 2015 Fire Tax Budget Process as well as appoint the West Region Alternate.

Item Summary:

The Fire Tax FY 2015 Budget Process will begin in January 2014 and staff is requesting that the Fire Commission re-appoint the Budget Committee Members to work with Wake County staff in the development of the Fire Tax FY 2015 Budget. Currently there is a vacancy for the West Region Alternate and the West Region Chiefs are recommending the appointment of Chief Todd Wright as the West Region Alternate on the Budget Committee to replace Chief David Cates who has accepted the position of Fire Chief at Eastern Wake Fire Department.

Attachments:

1. Wake County Fire Commission Committee Membership – Budget Committee

Wake County Fire Commission

Committee Membership

Budget Committee

Chair – Billy Myrick

Fire Service

East Region

Primary – Chief Rodney Privette – Rolesville Fire Department

Alternate – Chief Frank Woods – Hopkins Fire Department

West Region

Primary - Chief Mark Haraway – Town of Apex Fire Department

Alternate –

South Region

Primary – Chief Matt Poole, Garner Fire Department

Alternate – Chief Leroy Smith, Holly Springs Fire Department

North Region

Primary - Chief A.C. Rich, Stony Hill Fire Department

Alternate – Chief Tim Pope, Bay Leaf Fire Department

Fire Commission Chair Appointments

Committee Chair – Mr. Billy Myrick, Fire Commission Member

Mr. Bob Stagg, Fire Commission Member

Barbara Poole, Fire Commission Member

Item Title:

Consider approval of recommendation from the Fire Tax Budget Committee that Wake County Fire Commission review Wake New Hope FY 2014 apparatus purchases

Specific Action Requested:

That the Fire Commission approves the recommendation from the Budget Committee to review the Wake New Hope apparatus purchases due to the department being on the station closure list.

Item Summary:

The Apparatus Committee met with the Budget Committee on 29 October 2013 to review and discuss the upcoming Apparatus purchases for FY 2014. During the meeting the Apparatus Committee shared that there was a short fall in the required funding needed to secure the debt financing for the FY 2014 apparatus purchases for Fairview, Swift Creek, and Wake New Hope Fire Departments. The financing would be for \$1,487,000 and the total cost is estimated at \$1,604,773, with \$117,773 to be covered in cash.

After discussion the Budget Committee made a motion to recommend to the Wake County Fire Commission that it reviews the Wake New Hoper apparatus purchases due to it being on the station closure list.

Note for reference: On page 39 of the Wake County Fire Commission Long Range Business Plan, Facility and Staffing Components, Study Period FY 2009 – 2015, the Facilities Committee recommended applying fire station closure criteria to the remaining four fire stations in FY 2009. Specifically, bullet three:

Initiate fire station closure evaluations for Bay Leaf Fire Station #3, Falls Fire Station, Wake New Hope Fire Station #1m and Western Wake Fire Station #1 in FY 2009.

Attachments:

1. Minutes of the January 21, 2010 Wake County Fire Commission Meeting "Update on Fire Station Closure Project".

WAKE COUNTY FIRE COMMISSION

Thursday, January 21, 2010

ADOPTED Minutes

(Audio Replays of the meeting are available upon request)

A meeting of the Wake County Fire Commission was held on Thursday, January 21st, 2010, 7:00 PM, in the Wake County EMS Training Facility, Cary Drive, Raleigh, North Carolina.

CALL MEETING TO ORDER

Chair Lucius Jones called the meeting to order.

The following members were present: Ms. Ann Suggs, Commissioner Paul Coble, Chief Freddy Lynn, Ms. Barbara Poole, Mr. Billy Myrick, Mr. Keith Gregory, Mr. Robert Stagg, Chief Mark Haraway, Chief David Cates, Battalion Chief Lee Price, Chief Jimmy McCauley, Chief Cecil Parker, Chief Rodney Privette,

Members absent were: Chief Tony Mauldin and Chief A.C. Rich.

The following County officials and staff were present: Director of Fire and Emergency Management Raymond Echevarria, Budget and Management Analyst Jason Horton, and Public Safety Business Manager Demetric Potts.

Mr. Myrick gave an invocation.

Commissioner Coble motioned to amend the agenda by adding election of Chair and Vice-Chair to agenda. After second by Mr. Bob Stagg, agenda unanimously approved.

MINUTES

Upon motion of Commissioner Paul Coble and second by Mr. Robert Stagg, the Fire Commission unanimously approved minutes of the November 19th, 2009, regular meeting.

REGULAR AGENDA

PRESENTATION – 200 CLUB OF WAKE COUNTY

Dr. Garner, Board Member of the 200 Club of Wake County, provided the Fire Commission a presentation on the 200 Club. The presentation explained who the 200 Club members are and the mission of the 200 Club. Dr. Garner provided posters and asked all chiefs to display the posters in their stations.

Battalion Chief Lee Price informed the Fire Commission that he is coordinating a softball fund raiser event for the 200 Club on April 10, 2010.

INCIDENT MANAGEMENT TEAM CONCEPT

Chief Mark Haraway provided a presentation on the Incident Management Team Concept. Chief Haraway informed the Fire Commission that a multi-agency, multi-jurisdiction steering committee is recommending development of countywide incident management teams. Chief Haraway advised the Fire Commission that the Steering Committee seeks the Fire Commission support of the concept.

Commissioner Paul Coble motioned to endorse the concept of incident management team. After a second by Mr. Robert Stagg, the motion passed on a unanimous vote.

FACILITY COMMITTEE

Chief Ed Brinson provided the Facility Committee report:

STATUS OF THE GARNER FIRE STATION NO. 4 PROJECT

- Preparation of the construction site has started.
- A groundbreaking ceremony is planned for February.
- The structural steel should be on site in March.
- The projected opening of the station is during the month of November 2010.

FIRE STATION DORMITORY RENOVATION PROJECT

- The Bayleaf Station No. 2 renovation project will begin soon.
- The project completion dates for the remaining stations are on schedule.

BAY LEAF HEADQUARTERS FIRE STATION RECONSTRUCTION PROJECT.

- No action has occurred on the property agreement since the last Fire Commission meeting.

FIRE STATION CLOSURE PROCESS REVIEW

- The Facility Committee reviewed the latest information from Ray Echevarria regarding preliminary cost estimates for the suburban fire districts. The facility committee defers reporting on the latest information to Director Echevarria as part of his report.

WENDELL FALLS FIRE STATION PROJECT

- No action has taken place since the last Fire Commission Meeting.

HOPKINS FIRE DEPARTMENT RENOVATIONS

- The Facility Committee conducted a review of repairs pertaining to the septic system for the existing portion of the building and metal siding that has deteriorated due to age and environmental exposure.
- A future report will be forthcoming regarding these repairs.

REVIEW OF THE LITTLE RIVER RESERVOIR PROJECT IMPACT ON FIRE PROTECTION

- The purpose of the review was to assist in developing a response from the Facility Committee to the Fire Commission regarding an environmental impact study being conducted by the Army Corp of Engineers and the Department of Transportation.
- Maps and response time data analysis were reviewed for the Hopkins, Zebulon, Wendell Station No. 2, and Rolesville Fire Departments.
- Closing Fowler, Lizard Lick, and Riley Hill roads significantly increases fire department response times to the areas east of the proposed Little River Reservoir. For example, closing Fowler Road would increase response times by 248% for the Hopkins Fire Department.
- The facility committee voted to make a recommendation to the Fire Commission that they pass and forward a resolution to the Board of Commissioners that states one or more roads, including Fowler, Lizard Lick, and Riley Hill Roads remain passable during the Little River Reservoir construction project and that bridges be placed across the Little River Reservoir at Fowler, Lizard Lick and Riley Hill Roads upon completion of the project.

The Fire Commission discussed the impact of the Little River Reservoir on response times in the Eastern area of the County.

After discussion, Commissioner Paul Coble motioned to – 1) Recommend at least one road remains open across the project area during construction; and 2) Consider how fire protection will be provided using a combination of bridges and a new fire station, or other options. After a second by Mr. Billy Myrick, the motion passed on a unanimous vote.

UPDATE ON FIRE STATION CLOSURE PROJECT

Director Echevarria provided an update on the fire station closure project. He informed the Fire Commission that the City of Raleigh has provided a cost estimate that exceeds the current cost of service delivery. He also advised the Fire Commission that the proposal was under review by the County Manager's office.

Fire Commission members expressed concern about the length of time the closure evaluation process is taking, the lack of cost data, and lack of details on service delivery. Members discussed the need to evaluate fire protection on a countywide basis rather than focusing on the four fire stations.

After discussion, Battalion Chief Lee Price motioned for the Fire Commission to not support the fire station closure project and evaluate fire protection on a countywide basis. Chief David Cates seconded the motion. During discussion, Commissioner Coble offered a friendly amendment to "suspend" the fire station closure project. Chief Price accepted the friendly amendment to his motion. The amended motion passed on a unanimous vote.

FEEDBACK ON EASTERN WAKE INSURANCE FUNDING

Budget and Management Analyst Jason Horton provided a report on the status of funding for Eastern Wake Fire Department's insurance funding. The report outlined the historical budget line items for insurance.

Fire Commission members discussed the contingency funds in the FY 10 fire tax budget, and that the contingency funds would provide the funding necessary for Eastern Wake's insurance. Chief Parker provided information from the budget committee's preparation of the FY 10 recommended budget.

After discussion, Chief Parker motioned to approve the funding for Eastern Wake, and Ann Suggs seconded the motion. After continued discussion about the contingency funding, Chief Parker withdrew his motion.

Chief Parker then motioned to divide the approximate \$306,000 in contingency funds equally among the nineteen fire departments and provide approximately \$16,111 to each department as originally proposed in FY 10 Budget Committee fire tax budget recommendation. Battalion Lee Price seconded the motion. The motion failed on a tie vote, 6-yes, 6-no.

Chief Parker then motioned to provide a one-time allocation of \$11,985 to Eastern Wake Fire Department for insurance funding. Chief Privette seconded the motion. The motion passed on a 10-yes, 2-no vote.

INFORMATION AGENDA

PROPOSED FIRE CONTRACT REVISIONS

Director Echevarria provided a draft, revised fire protection contract for the Fire Commission to review before the March meeting. He requested feedback from Fire Commission members on the proposed draft and informed the Fire Commission that the contract will be on a future agenda for consideration of approval.

BUDGET COMMITTEE

Budget and Management Analyst Jason Horton provided a budget calendar for the FY 11 budget and reviewed dates in the calendar. He informed the Fire Commission that budget requests are due back from fire departments on January 29, 2010.

FIRE TAX FINANCIAL REPORT

Jason Horton provided a fire tax financial report. Mr. Horton identified budget changes since last meeting related to the new firefighter position for the Fuquay Varina Fire Department. The Fire Commission discussed fire tax revenues for the current year and for next year.

CHAIR REPORT

No report.

FIRE/RESCUE DIRECTOR REPORT

No report.

ELECTION OF CHAIR AND VICE CHAIR

Chair Jones opened the floor for nominations for Fire Commission chair. Commissioner Coble nominated Mr. Lucius Jones for another term. Chief Freddy Lynn nominated Mr. Bob Stagg for chair. Being no further nominations, nominations were closed.

Fire Commission members elected Mr. Lucius Jones to another term as Chair on a vote of 7 – Lucius Jones, 5 – Bob Stagg.

Chair Jones opened the floor for nominations for vice-chair. Commissioner Coble nominated Mr. Bob Stagg. Being no further nominations, nominations were closed and Mr. Stagg was elected unanimously as vice-chair.

OTHER BUSINESS

Commissioner Coble informed the Fire Commission of a recent incident involving missing funds from the Garner Fire Department. He reported that an audit is underway to verify the amount and that the proper authorities are involved.

PUBLIC COMMENTS

Chief Ed Brinson addressed the Fire Commission He reminded the Fire Commission that a process was supposed to be in place to request the approximately \$16,000 in contingency funds. He recommended that future requests considered by the Fire Commission be capped at the approximate \$16,000 amount.

Chief Wright addressed the Fire Commission. He expressed disappointment about the contingency funds. He informed the Fire Commission there appeared to be a gap in the Fire Commission accepting feedback.

Chief Roof addressed the Fire Commission. He expressed concern about the fire station closure evaluation process and felt that fire chiefs should have been more involved at the end.

Mr. Ray Broadwell, Eastern Wake Fire Department Board of Director President addressed the Fire Commission. He informed the Fire Commission that Eastern Wake presented accurate

information on its insurance costs and inquired whether the additional funds for insurance need to be corrected again in the upcoming budget.

Chief Chris Wilson addressed the Fire Commission. Chief Wilson advised the Fire Commission that the services mentioned in the petition are city services. He also expressed a perception that cost is determining the fire station closure evaluation and recommended that the station closure process consider funding and service delivery.

Battalion Chief Lee Price addressed the Fire Commission. He discussed the approximate \$16,000 per department in contingency funds and expressed he feels an injustice was done by not providing those funds.

Chief Freddy Lynn addressed the Fire Commission. Chief Lynn requested a process for the contingency funds be in place by the March meeting. He also requested that agendas be sent out a week in advance of the meetings, requested an updated list of committee membership, and requested the chairs of all committee send committee meeting notices and minutes to all fire chiefs.

Mr. Rodney Dickerson, Town of Garner Assistant Manager, addressed the Fire Commission. He advised the Fire Commission that detailed information related to the Garner Fire Department missing funds was asked to not be given out. He also informed the Fire Commission that service delivery in the area will not be impacted.

ADJOURNMENT

Being no further business, the meeting was adjourned.

Item Title:

Consider approval of recommendation from the Fire Tax Budget Committee to appropriate \$117,773 in Uncommitted CIP Funds to cover overage of FY 2014 Apparatus Bid Allotments

Specific Action Requested:

That the Fire Commission approves the recommendation from the Budget Committee to appropriate \$117,773 in Uncommitted CIP Funds to cover overage of FY 2014 Apparatus Bid Allotments

Item Summary:

The Apparatus Committee met with the Budget Committee on 29 October 2013 to review and discuss the upcoming Apparatus purchases for FY 2014. During the meeting the Apparatus Committee shared that there was a short fall in the required funding needed to secure the debt financing for the FY 2014 apparatus purchases for Fairview, Swift Creek, and Wake New Hope Fire Departments. The financing would be for \$1,487,000 and the total cost is estimated at \$1,604,773, with \$117,773 to be covered in cash.

The Apparatus Committee recommended that the Budget Committee consider recommending to the Fire Commission that they consider and approve appropriating \$117,773 of Uncommitted CIP Funds to cover the cash need for the Debt Financing. The fire departments that would receive the apparatus would be responsible for repaying their share of the appropriated cash funding back to the Fire Tax CIP by 01 October 2014. The payback arrangement would be included in the language of the required Apparatus Funding Agreement between the Fire Department and the County.

Upon hearing the information the Budget Committee made a Motion to approve the price of overage of apparatus bid allotments. Wake County will use appropriated uncommitted CIP funds to complete the full purchase. The individual fire departments will be required to reimburse Wake County before October 1st 2014. If the required reimbursement has not occurred before October 1st, Wake County will acquire the amount from said fire department via their monthly departmental appropriations.

Attachments:

1. FY 2014 Apparatus Purchase Spreadsheet
2. Department Apparatus Options List

FY 2014 Apparatus Purchase Spreadsheet

Department	Type of Vehicle	Debt	Cash	Total
Fairview	Tanker	\$245,000.00	\$20,438.00	\$265,438.00
Fairview	Service Truck (Rescue)	\$376,000.00	\$50,000.00	\$426,000.00
Swift Creek	Tanker	\$245,000.00	\$9,106.00	\$254,106.00
Wake New Hope	Tanker	\$245,000.00	\$3,229.00	\$248,229.00
Wake New Hope	Service Truck (Rescue)	\$376,000.00	\$35,000.00	\$411,000.00
		\$1,487,000.00	\$117,773.00	\$1,604,773.00

*The amount highlighted in red is the amount the fire departments will owe back to the Fire Tax Uncommitted CIP Fund.

WAKE COUNTY WATER TENDER (TANKER) FINAL WORK SHEET 2014

Date: September 26 2013

Fire Department: Swift Creek

Address: 5825 Tryon Road

City, St, Zip: Cary, NC 27518

Contact: Chief Bryant Woodall

Phone: 919-851-1324

Cell:

Email:

		CAP PRICE	\$245,000.00
	Description	Unit Price	Number of Units
			Total
	Base Bid for the Water Tender (Tanker) as Specified(Includes final inspection trip)		\$238,934.00
1	Upgrade cab and chassis to a Navistar 4400 4-door cab with the following upgrades included: Officer seat upgraded to a 911 brand SCBA seat Three (3) 911 brand SCBA seats in rear of cab w/ common mounting enclosure base Four (4) Zico ULLH SCBA brackets included for SCBA seat positions Polished aluminum tread plate overlays extended to beneath the rear crew area doors Elliptical water tank downsized to 1500 gallon capacity Paint scheme on cab exterior upgraded to four-door cab two-tone from two-door Options as above but tank decreased to 1800 gallon capacity	\$ 8,840.00	\$ -
1a		\$ (900.00)	\$ -
2	Add alternating flashing headlight function to the chassis supplied head lights	\$ 160.00	\$ 160.00
3	Option for an extended cab two (2) door 2-Air Ride Seats Captains Side to be 911 SCBA type seat	\$ 2,714.00	\$ -
4	Option for a roll up door on the extended cab body	\$ 2,800.00	\$ -
5	Deduct the two-tone paint scheme on the Navistar 2 door cab and chassis	\$ (290.00)	\$ -
6	Deduct the two-tone paint scheme on the Navistar 4 door cab and chassis	\$ (290.00)	\$ -
7	Trip to the factory for a pre-build conference (per person amount)	\$ 1,200.00	\$ -
8	Increase the pump to a Hale Model DSD 750 GPM split-shaft drive type from the AP50 PTO drive type. This will also include a second discharge on the OFFICER side pump panel with this being 3" with pump panel push-pull control, 3" NST female x 4" Storz adapter w/ 4" storz cap	\$ 9,253.00	\$ -
9	Provide one (1) Zico 2-1/2" mounting adapter	\$ 50.00	\$ -
10	Provide a rear mounted 1" booster reel system with the following: Hannay all-aluminum "Super Booster" hose reel with 12 volt electric rewind mounted between and below the rear frame rails of the chassis. Reel to have a storage capacity of 200 feet of 1" red rubber booster hose.	\$ 6,353.00	\$ 6,353.00

	ITEM	Unit Price	Number of Units	Total
	CONTD.			
	Booster reel water supply circuit will consist of a 1-1/2" flexible high pressure hose between the hose reel and discharge manifold with stainless steel couplings and hard piping.			
	Booster reel rewind control located at rear of body with two (2) switches (a toggle type power switch and a push-button "rewind" switch mounted in a CAST PRODUCTS enclosure with hinged door.			
	Booster hose to spool thru a rectangular opening in the lower rear body panel.			
	A four-way stainless steel roller assembly will be provided around the opening in the lower rear body panel.			
	An air purge system will be provided from the chassis air system to the booster reel water supply system with quarter turn valve on the primary pump panel w/ placard.			
	System to include an inline check valve to prevent water from entering into the air system.			
	Reel to include two (2) 1" x 100' lengths of 800# test red rubber booster hose with 1" NST light weight couplings			
	One (1) Akron Model 1701 1" Turbojet nozzle provided.			
	One (1) spring type rubber coated nozzle /hose bracket provided and mounted on the lower rear body panel.			
11	Provide an Alco-Lite 24' two-section extension and a 14' roof ladder with brackets mounted on the catwalk area above the side compartments.	\$ 1,785.00		\$ -
12	Provide a 4" NST floating strainer with 4" NST female threads	\$ 232.00		
13	Provide a 4 1/2" NST female bright finish barrel strainer with threaded mounting base.	\$ 255.00		\$ -
14	Provide a Kochek 4" floating strainer with 4" NST female threads	\$ 513.00		\$ -
15	Provide a Kochek 4-1/2" floating strainer with 4-1/2" NST female threads	\$ 524.00		\$ -
16	Provide enclosed compartments in the body fender areas for two (2) SCBA spare air cylinders in each compartment for a total of two (2) compartments, one (1) per side.	\$ 1,410.00		\$ 1,410.00
17	Provide a painted fiberglass exterior sun visor on the exterior of the cab with the ICC lights relocated to the sun visor.	\$ 489.00		\$ -
18	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with one (1) strip in each compartment	\$ -		\$ -
19	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with two (2) strips in each compartment	\$ -		\$ -
	relocated to the sun visor.			
20	Upgrade the incandescent compartment lighting to the ROM LED lighting located in each door jamb area (Total of 2 strips in each compartment)	\$ 260.00		\$ -

	ITEM	Unit Price	Number of Units	Total
21	Provide and mount a Zico SCBA bracket with positive holding strap in a body compartment.	\$ 210.00		\$ 420.00
22	Upgrade the 4" inlets on the AP50 pump to 4-1/2" size along with the female caps	\$ 222.00		\$ -
23	Upgrade the two (2) 4" x 10' PVC hard suction hoses to 4-1/2" size.	\$ 198.00		\$ -
24	Upgrade two (2) ROM compartment doors to "Wet-Paint" finish from anodized.	\$ 846.00		\$ -
25	INTENTIONALLY LEFT BLANK			
26	Change the manually fold-down porta-tank storage rack system to a fixed mounted enclosure with rear vertically hinged loading door. Compartment constructed of 1/8" thickness polished aluminum tread plate material. Door to have a stainless steel piano type hinge w/ positive type closing latch hardware. Floor area to have an overlay of nylon material for ease of loading and unloading the porta-tank.	\$ 750.00		\$ -
27	Provide and Install a set of "Insta Chains" automatic tire chains on the rear axle w/cab control	\$ 2,300.00		\$ 2,300.00
28	Provide a four-outlet modular outlet box in the In Cab console interior with this circuit wired from the AC Shoreline circuit	\$ 481.00		
29	Change the manually fold-down porta-tank storage rack to a Zico electrically powered porta-tank rack with a polished stainless steel enclosure on the outboard side. Control point to be located adjacent to the rack for full viewing when operating. Control to include both audible and illuminating alarms	\$ 5,051.00		
30	Add one (1) Fire Research "Focus" 150 watt 12 volt halogen brow light to the forward center roof area of the cab with in-cab switch control	\$ 985.00		\$ -
31	Provide an NFPA compliant Tire Pressure Monitoring system with display located in the cab	\$ 1,312.00		\$ -
32	Provide one (1) recessed "Pop-Up" style modular hose storage well in either side running board area. Hose well will have chamfered ends for minimizing contact damage. Well to include NFPA compliant nylon strap retention system.	Included		
33	Upgrade from the Navistar multiplex electrical system on the cab and body to an Akron V-Mux system for the apparatus body only. System to include a viewing screen mounted in the Cab	\$ 4,281.00		\$ -

	ITEM	Unit Price	Number of Units	Total
34	Delete the standard floor console and provide a modular fabricated aluminum switch panel beneath the center cab dash area for the dump control switches. 1. IMMI Seat Belt Display 2. Dump Power Enable 3. DRIVER SIDE EXTENSION Switch 4. DRIVER SIDE DUMP Switch 5. REAR EXTENSION Switch 6. REAR DUMP Switch 7. OFFICER SIDE EXTENSION Switch 8. OFFICER SIDE DUMP Switch			
35	Add the lower rear step compartment and provide a fabricated polished aluminum tread plate hose storage tray measuring 76" wide X 16" deep X 6" high for a fill hose storage. Tray to have a center "front to rear" vertical divider provided as well as four (4) 2" wide nylon straps with quick release buckles for hose retention. Floor area to be perforated for drainage.	\$ 1,831.00		\$ -
36	In lieu of the Air Primer, a 12 volt Hale Model ESP oil-less positive displacement, electrically driven, vane type primer will be provided	\$ 358.00		\$ 358.00
37	Automatic pressure control device- A single bronze, variable pressure setting relief valve will be provided and be of ample capacity to prevent an undue pressure rise as per NFPA standards. The relief valve will be normally closed and will be open against pump pressure, with a control light to signal when open. In the event of relief valve control failure, the pump is to remain operable for the complete range of the pumps capacity, without requiring the closing of any emergency or "in case of failure" (on/off) valves. A Fire Research "Infinity" venier screw type hand throttle with micrometer adjustment and quick release button will be provided. When an electronic engine is provided, the venier throttle will control a potentiometer to send a signal to the engine computer system.	\$ 505.00		\$ -
38	Solid black finish mirrors in lieu of the chrome finish specified in the base specifications	N/A		
39	6" pump inlet, hose, and all accompanying equipment (this option only available w/750 GPM pump upgrade listed in option #6).	\$ 646.00		\$ -
40	Gold Leaf "Sign Gold", lettering provided on the DRIVER'S and PASSENGER'S doors for up to 60 letters as Per Fire Department request.	\$ 844.00		\$ -
41	Provide Gold Leaf "Sign Gold", lettering on the Rear of the Body for up to 30 letters Per Department	\$ 299.00		\$ -
Add	Add (2) Custom Boxes per attached	\$ 978.00		\$ 978.00
AN	Change hard suction hose brackets to hold 6"			n/c
CN	Change Drop tank to 2500 gallon steel frame yellow liner			n/c
Add	Add (1) switch on rear to control rear scene lights	\$ 125.00		\$ 125.00
Add	Add (2) adjustable shelves	\$ 380.00		\$ 760.00
Add	Add (2) vertical dividers	\$ 325.00		\$ 650.00
Add	Add (1) pullout toolbox	\$ 650.00		\$ 650.00

ITEM	Unit Price	Number of Units	Total
42	\$ 299.00		
43	\$ 504.00		\$ 504.00
44	\$ 504.00		\$ 504.00
TOTAL COST			\$ 254,106.00

Wake County P.O. Pays: \$245,000.00
Department Pays At Delivery: \$9,106.00

APPROVAL SIGNATURES

Fire Department Representative: _____, Title: _____ DATE: _____

Vendor Representative: _____ DATE: _____

Rosenbauer (CW Williams) _____

Wake County Staff Representative Approval for P.O. _____ DATE: _____

WAKE COUNTY WATER TENDER (TANKER) FINAL WORK SHEET 2014

Date: September 26 2013

Fire Department: Wake New Hope

Address: 4909 Watkins Road

City, St, Zip: Wendell, NC 27591

Contact: Chief Jimmy McCauley

Phone: 919-267-5882

Cell:

Email:

		CAP PRICE	\$245,000.00
	Description	Unit Price	Number of Units
			Total
	Base Bid for the Water Tender (Tanker) as Specified(Includes final inspection trip)		\$238,934.00
1	Upgrade cab and chassis to a Navistar 4400 4-door cab with the following upgrades included: Officer seat upgraded to a 911 brand SCBA seat Three (3) 911 brand SCBA seats in rear of cab w/ common mounting enclosure base Four (4) Zico ULLH SCBA brackets included for SCBA seat positions Polished aluminum tread plate overlays extended to beneath the rear crew area doors Elliptical water tank downsized to 1500 gallon capacity Paint scheme on cab exterior upgraded to four-door cab two-tone from two-door Options as above but tank decreased to 1800 gallon capacity	\$ 8,840.00	\$ -
1a	Options as above but tank decreased to 1800 gallon capacity	\$ (900.00)	\$ -
2	Add alternating flashing headlight function to the chassis supplied head lights	\$ 160.00	\$ -
3	Option for an extended cab two (2) door 2-Air Ride Seats Captains Side to be 911 SCBA type seat	\$ 2,714.00	\$ -
4	Option for a roll up door on the extended cab body	\$ 2,800.00	\$ -
5	Deduct the two-tone paint scheme on the Navistar 2 door cab and chassis	\$ (290.00)	\$ (290.00)
6	Deduct the two-tone paint scheme on the Navistar 4 door cab and chassis	\$ (290.00)	\$ -
7	Trip to the factory for a pre-build conference (per person amount)	\$ 1,200.00	\$ -
8	Increase the pump to a Hale Model DSD 750 GPM split-shaft drive type from the AP50 PTO drive type. This will also include a second discharge on the OFFICER side pump panel with this being 3" with pump panel push-pull control, 3" NST female x 4" Storz adapter w/ 4" storz cap	\$ 9,253.00	\$ -
9	Provide one (1) Zico 2-1/2" mounting adapter	\$ 50.00	\$ -
10	Provide a rear mounted 1" booster reel system with the following: Hannay all-aluminum "Super Booster" hose reel with 12 volt electric rewind mounted between and below the rear frame rails of the chassis. Reel to have a storage capacity of 200 feet of 1" red rubber booster hose.	\$ 6,353.00	\$ -

	ITEM	Unit Price	Number of Units	Total
	CONTD.			
	Booster reel water supply circuit will consist of a 1-1/2" flexible high pressure hose between the hose reel and discharge manifold with stainless steel couplings and hard piping.			
	Booster reel rewind control located at rear of body with two (2) switches (a toggle type power switch and a push-button "rewind" switch mounted in a CAST PRODUCTS enclosure with hinged door.			
	Booster hose to spool thru a rectangular opening in the lower rear body panel.			
	A four-way stainless steel roller assembly will be provided around the opening in the lower rear body panel.			
	An air purge system will be provided from the chassis air system to the booster reel water supply system with quarter turn valve on the primary pump panel w/ placard.			
	System to include an inline check valve to prevent water from entering into the air system.			
	Reel to include two (2) 1" x 100' lengths of 800# test red rubber booster hose with 1" NST light weight couplings			
	One (1) Akron Model 1701 1" Turbojet nozzle provided.			
	One (1) spring type rubber coated nozzle /hose bracket provided and mounted on the lower rear body panel.			
11	Provide an Alco-Lite 24' two-section extension and a 14' roof ladder with brackets mounted on the catwalk area above the side compartments.	\$ 1,785.00		\$ -
12	Provide a 4" NST floating strainer with 4" NST female threads	\$ 232.00		
13	Provide a 4 1/2" NST female bright finish barrel strainer with threaded mounting base.	\$ 255.00		\$ -
14	Provide a Kochek 4" floating strainer with 4" NST female threads	\$ 513.00		\$ -
15	Provide a Kochek 4-1/2" floating strainer with 4-1/2" NST female threads	\$ 524.00		\$ -
16	Provide enclosed compartments in the body fender areas for two (2) SCBA spare air cylinders in each compartment for a total of two (2) compartments, one (1) per side.	\$ 1,410.00		\$ 1,410.00
17	Provide a painted fiberglass exterior sun visor on the exterior of the cab with the ICC lights relocated to the sun visor.	\$ 489.00		\$ -
18	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with one (1) strip in each compartment	\$ -		\$ -
19	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with two (2) strips in each compartment relocated to the sun visor.	\$ -		\$ -
20	Upgrade the incandescent compartment lighting to the ROM LED lighting located in each door jamb area (Total of 2 strips in each compartment)	\$ 260.00		\$ -

	ITEM	Unit Price	Number of Units	Total
21	Provide and mount a Zico SCBA bracket with positive holding strap in a body compartment.	\$ 210.00		\$ -
22	Upgrade the 4" inlets on the AP50 pump to 4-1/2" size along with the female caps	\$ 222.00		\$ 222.00
23	Upgrade the two (2) 4" x 10' PVC hard suction hoses to 4-1/2" size.	\$ 198.00		\$ 198.00
24	Upgrade two (2) ROM compartment doors to "Wet-Paint" finish from anodized.	\$ 846.00		\$ -
25	INTENTIONALLY LEFT BLANK			
26	Change the manually fold-down porta-tank storage rack system to a fixed mounted enclosure with rear vertically hinged loading door. Compartment constructed of 1/8" thickness polished aluminum tread plate material. Door to have a stainless steel piano type hinge w/ positive type closing latch hardware. Floor area to have an overlay of nylon material for ease of loading and unloading the porta-tank.	\$ 750.00		\$ -
27	Provide and install a set of "On Spot" automatic tire chains on the rear axle w/cab control	\$ 2,300.00		\$ 2,300.00
28	Provide a four-outlet modular outlet box in the In Cab console interior with this circuit wired from the AC Shoreline circuit	\$ 481.00		
29	Change the manually fold-down porta-tank storage rack to a Zico electrically powered porta-tank rack with a polished stainless steel enclosure on the outboard side. Control point to be located adjacent to the rack for full viewing when operating. Control to include both audible and illuminating alarms	\$ 5,051.00		\$ 5,051.00
30	Add one (1) Fire Research "Focus" 150 watt 12 volt halogen brow light to the forward center roof area of the cab with in-cab switch control	\$ 985.00		\$ -
31	Provide an NFPA compliant Tire Pressure Monitoring system with display located in the cab	\$ 1,312.00		\$ -
32	Provide one (1) recessed "Pop-Up" style modular hose storage well in either side running board area. Hose well will have chamfered ends for minimizing contact damage. Well to include NFPA compliant nylon strap retention system.	Included		
33	Upgrade from the Navistar multiplex electrical system on the cab and body to an Akron V-Mux system for the apparatus body only. System to include a viewing screen mounted in the Cab	\$ 4,281.00		\$ -

	ITEM	Unit Price	Number of Units	Total
34	Delete the standard floor console and provide a modular fabricated aluminum switch panel beneath the center cab dash area for the dump control switches. 1. IMMI Seat Belt Display 2. Dump Power Enable 3. DRIVER SIDE EXTENSION Switch 4. DRIVER SIDE DUMP Switch 5. REAR EXTENSION Switch 6. REAR DUMP Switch 7. OFFICER SIDE EXTENSION Switch 8. OFFICER SIDE DUMP Switch			n/c
35	Delete the lower rear step compartment and provide a fabricated polished aluminum tread plate hose storage tray measuring 76" wide X 16" deep X 6" high for a fill hose storage. Tray to have a center "front to rear" vertical divider provided as well as four (4) 2" wide nylon straps with quick release buckles for hose retention. Floor area to be perforated for drainage.	\$ 1,831.00		\$ -
36	In lieu of the Air Primer, a 12 volt Hale Model ESP oil-less positive displacement, electrically driven, vane type primer will be provided	\$ 358.00		\$ -
37	Automatic pressure control device- A single bronze, variable pressure setting relief valve will be provided and be of ample capacity to prevent an undue pressure rise as per NFPA standards. The relief valve will be normally closed and will be open against pump pressure, with a control light to signal when open. In the event of relief valve control failure, the pump is to remain operable for the complete range of the pumps capacity, without requiring the closing of any emergency or "in case of failure" (on/off) valves. A Fire Research "Infinity" venier screw type hand throttle with micrometer adjustment and quick release button will be provided. When an electronic engine is provided, the venier throttle will control a potentiometer to send a signal to the engine computer system.	\$ 505.00		\$ -
38	Solid black finish mirrors in lieu of the chrome finish specified in the base specifications	N/A		
39	6" pump inlet, hose, and all accompanying equipment (this option only available w/750 GPM pump upgrade listed in option #6).	\$ 646.00		\$ -
40	Gold Leaf "Sign Gold", lettering provided on the DRIVER'S and PASSENGER'S doors for up to 60 letters as Per Fire Department request.	\$ 844.00		\$ -
41	Provide Gold Leaf "Sign Gold", lettering on the Rear of the Body for up to 30 letters Per Department	\$ 299.00		\$ -
ADD	Change 2.5" crosslay to 1.5" crosslay for a total of (2) 1.5" crosslays	\$ (100.00)		\$ (100.00)
AN	Change rear comp door to vertical hinged door that swings to left	\$ -		n/c
AN	Flip Crosslays and dunnage are to be at front of pump module	\$ -		n/c

	ITEM	Unit Price	Number of Units	Total
42	Provide a 1/2" pump cooling circuit with a manual control located on the Pump Panel	\$ 299.00		
43	Provide an intermediate exterior step will be provided at the floor level of the DRIVER side dunnage area above the primary pump controls. The step will be constructed of 3/16" thickness polished aluminum tread plate material and will be fully supported with tread plate gussets on each end. The step will be a minimum of eight (8) inches deep. The underside of the combination intermediate step and light shield will feature, at a minimum, four (4) 3-1/2" diameter recessed lights for enhanced illumination of the pump controls and instrumentation. At least three (3) lights will be switched manually from a pump panel control switch and one (1) light will automatically activate with the engagement of the fire pump.	\$ 504.00		\$ -
44	Provide an intermediate exterior step will be provided at the floor level of the Pass side dunnage area above the primary pump controls. The step will be constructed of 3/16" thickness polished aluminum tread plate material and will be fully supported with tread plate gussets on each end. The step will be a minimum of eight (8) inches deep. The underside of the combination intermediate step and light shield will feature, at a minimum, four (4) 3-1/2" diameter recessed lights for enhanced illumination of the pump controls and instrumentation. At least three (3) lights will be switched manually from a pump panel control switch and one (1) light will automatically activate with the engagement of the fire pump.	\$ 504.00		\$ 504.00
			TOTAL COST	\$248,229.00

Wake County P.O. Pays: \$245,000.00

Department Pays At Delivery: \$3,229.00

APPROVAL SIGNATURES

Fire Department Representative: _____, Title: _____ DATE: _____

Vendor Representative: _____ DATE: _____

Rosenbauer (CW Williams) _____ DATE: _____

Wake County Staff Representative Approval for P.O. _____ DATE: _____

WAKE COUNTY WATER TENDER (TANKER) FINAL WORK SHEET 2014

Date: September 26 2013

Fire Department: Fairview

Address: 4501 Ten-Ten Road

City, St, Zip: Apex, NC 27539

Contact: Chief David Price

Phone: 919-387-2106

Cell:

Email:

			CAP PRICE	\$245,000.00
	Description	Unit Price	Number of Units	Total
	Base Bid for the Water Tender (Tanker) as Specified (final inspection trip included)			\$238,934.00
1	Upgrade cab and chassis to a Navistar 4400 4-door cab with the following upgrades included: Officer seat upgraded to a 911 brand SCBA seat Three (3) 911 brand SCBA seats in rear of cab w/ common mounting enclosure base Four (4) Zico ULLH SCBA brackets included for SCBA seat positions Polished aluminum tread plate overlays extended to beneath the rear crew area doors Elliptical water tank downsized to 1500 gallon capacity Paint scheme on cab exterior upgraded to four-door cab two-tone from two-door Options as above but tank decreased to 1800 gallon capacity	\$ 8,840.00		\$ -
1a		\$ (900.00)		\$ -
2	Add alternating flashing headlight function to the chassis supplied head lights	\$ 160.00		\$ 160.00
3	Option for an extended cab two (2) door 2-Air Ride Seats Captains Side to be 911 SCBA type seat	\$ 2,714.00		\$ -
4	Option for a roll up door on the extended cab body	\$ 2,800.00		\$ -
5	Deduct the two-tone paint scheme on the Navistar 2 door cab and chassis	\$ (290.00)		\$ (290.00)
6	Deduct the two-tone paint scheme on the Navistar 4 door cab and chassis	\$ (290.00)		\$ -
7	Trip to the factory for a pre-build conference (per person amount)	\$ 1,200.00		\$ (1,200.00)
8	Increase the pump to a Hale Model DSD 750 GPM split-shaft drive type from the AP50 PTO drive type. This will also include a second discharge on the OFFICER side pump panel with this being 3" with pump panel push-pull control, 3" NST female x 4" Storz adapter w/ 4" storz cap	\$ 9,253.00		\$ 9,253.00
9	Provide one (1) Zico 2-1/2" mounting adapter	\$ 50.00		\$ -
10	Provide a rear mounted 1" booster reel system with the following: Hannay all-aluminum "Super Booster" hose reel with 12 volt electric rewind mounted between and below the rear frame rails of the chassis. Reel to have a storage capacity of 200 feet of 1" red rubber booster hose.	\$ 6,353.00		\$ 6,353.00

	ITEM	Unit Price	Number of Units	Total
	CONTD.			
	Booster reel water supply circuit will consist of a 1-1/2" flexible high pressure hose between the hose reel and discharge manifold with stainless steel couplings and hard piping.			
	Booster reel rewind control located at rear of body with two (2) switches (a toggle type power switch and a push-button "rewind" switch mounted in a CAST PRODUCTS enclosure with hinged door.			
	Booster hose to spool thru a rectangular opening in the lower rear body panel.			
	A four-way stainless steel roller assembly will be provided around the opening in the lower rear body panel.			
	An air purge system will be provided from the chassis air system to the booster reel water supply system with quarter turn valve on the primary pump panel w/ placard.			
	System to include an inline check valve to prevent water from entering into the air system.			
	Reel to include two (2) 1" x 100' lengths of 800# test red rubber booster hose with 1" NST light weight couplings			
	One (1) Akron Model 1701 1" Turbojet nozzle provided.			
	One (1) spring type rubber coated nozzle /hose bracket provided and mounted on the lower rear body panel.			
11	Provide an Alco-Lite 24' two-section extension and a 14' roof ladder with brackets mounted on the catwalk area above the side compartments.	\$ 1,785.00		\$ -
12	Provide a 4" NST floating strainer with 4" NST female threads	\$ 232.00		
13	Provide a 4 1/2" NST female bright finish barrel strainer with threaded mounting base.	\$ 255.00		\$ -
14	Provide a Kochek 4" floating strainer with 4" NST female threads	\$ 513.00		\$ -
15	Provide a Kochek 4-1/2" floating strainer with 4-1/2" NST female threads	\$ 524.00		\$ -
16	Provide enclosed compartments in the body fender areas for two (2) SCBA spare air cylinders in each compartment for a total of two (2) compartments, one (1) per side.	\$ 1,410.00		\$ -
17	Provide a painted fiberglass exterior sun visor on the exterior of the cab with the ICC lights relocated to the sun visor.	\$ 489.00		\$ -
18	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with one (1) strip in each compartment	\$ -		\$ -
19	Upgrade the incandescent compartment lighting to the AMDOR LED lighting with two (2) strips in each compartment	\$ -		\$ -
	relocated to the sun visor.			
20	Upgrade the incandescent compartment lighting to the ROM LED lighting located in each door jamb area (Total of 2 strips in each compartment)	\$ 260.00		\$ -

	ITEM	Unit Price	Number of Units	Total
21	Provide and mount a Zico SCBA bracket with positive holding strap in a body compartment.	\$ 210.00		\$ -
22	Upgrade the 4" inlets on the AP50 pump to 4-1/2" size along with the female caps	\$ 222.00		\$ -
23	Upgrade the two (2) 4" x 10' PVC hard suction hoses to 4-1/2" size.	\$ 198.00		\$ -
24	Upgrade two (2) ROM compartment doors to "Wet-Paint" finish from anodized.	\$ 846.00		\$ 846.00
25	INTENTIONALLY LEFT BLANK			
26	Change the manually fold-down porta-tank storage rack system to a fixed mounted enclosure with rear vertically hinged loading door. Compartment constructed of 1/8" thickness polished aluminum tread plate material. Door to have a stainless steel piano type hinge w/ positive type closing latch hardware. Floor area to have an overlay of nylon material for ease of loading and unloading the porta-tank.	\$ 750.00		\$ -
27	Provide and install a set of "On Spot" automatic tire chains on the rear axle w/cab control	\$ 2,300.00		\$ 2,300.00
28	Provide a four-outlet modular outlet box in the In Cab console interior with this circuit wired from the AC Shoreline circuit	\$ 481.00		
29	Change the manually fold-down porta-tank storage rack to a Zico electrically powered porta-tank rack with a polished stainless steel enclosure on the outboard side. Control point to be located adjacent to the rack for full viewing when operating. Control to include both audible and illuminating alarms	\$ 5,051.00		\$ 5,051.00
30	Add one (1) Fire Research "Focus" 150 watt 12 volt halogen brow light to the forward center roof area of the cab with in-cab switch control	\$ 985.00		\$ -
31	Provide an NFPA compliant Tire Pressure Monitoring system with display located in the cab	\$ 1,312.00		\$ -
32	Provide one (1) recessed "Pop-Up" style modular hose storage well in either side running board area. Hose well will have chamfered ends for minimizing contact damage. Well to include NFPA compliant nylon strap retention system.	Included		
33	Upgrade from the Navistar multiplex electrical system on the cab and body to an Akron V-Mux system for the apparatus body only. System to include a viewing screen mounted in the Cab	\$ 4,281.00		\$ -

	ITEM	Unit Price	Number of Units	Total
34	Delete the standard floor console and provide a modular fabricated aluminum switch panel beneath the center cab dash area for the dump control switches. 1. IMMI Seat Belt Display 2. Dump Power Enable 3. DRIVER SIDE EXTENSION Switch 4. DRIVER SIDE DUMP Switch 5. REAR EXTENSION Switch 6. REAR DUMP Switch 7. OFFICER SIDE EXTENSION Switch 8. OFFICER SIDE DUMP Switch			n/c
35	Delete the lower rear step compartment and provide a fabricated polished aluminum tread plate hose storage tray measuring 76" wide X 16" deep X 6" high for a fill hose storage. Tray to have a center "front to rear" vertical divider provided as well as four (4) 2" wide nylon straps with quick release buckles for hose retention. Floor area to be perforated for drainage.	\$ 1,831.00		\$ -
36	In lieu of the Air Primer, a 12 volt Hale Model ESP oil-less positive displacement, electrically driven, vane type primer will be provided	\$ 358.00		\$ 358.00
37	Automatic pressure control device- A single bronze, variable pressure setting relief valve will be provided and be of ample capacity to prevent an undue pressure rise as per NFPA standards. The relief valve will be normally closed and will be open against pump pressure, with a control light to signal when open. In the event of relief valve control failure, the pump is to remain operable for the complete range of the pumps capacity, without requiring the closing of any emergency or "in case of failure" (on/off) valves. A Fire Research "Infinity" venier screw type hand throttle with micrometer adjustment and quick release button will be provided. When an electronic engine is provided, the venier throttle will control a potentiometer to send a signal to the engine computer system.	\$ 505.00		\$ -
38	Solid black finish mirrors in lieu of the chrome finish specified in the base specifications	N/A		
39	6" pump inlet, hose, and all accompanying equipment (this option only available w/750 GPM pump upgrade listed in option #6).	\$ 646.00		\$ 646.00
40	Gold Leaf "Sign Gold", lettering provided on the DRIVER'S and PASSENGER'S doors for up to 60 letters as Per Fire Department request.	\$ 844.00		\$ 844.00
41	Provide Gold Leaf "Sign Gold", lettering on the Rear of the Body for up to 30 letters Per Department	\$ 299.00		\$ 299.00
	ADD Change Dunnage area to deadlay to hold a 100' of 5"	\$ (102.00)		\$ (102.00)
	Add (2) Custom Treadplate boxes on rear of truck per attached picture	\$ 978.00		\$ 978.00

	ITEM	Unit Price	Number of Units	Total
42	Provide a 1/2" pump cooling circuit with a manual control located on the Pump Panel area above the intermediate exterior step will be provided at the floor level of the DRIVER side dunnage aluminum tread plate material and will be fully supported with tread plate gussets on each end. The step will be a minimum of eight (8) inches deep.	\$ 299.00		
43	The underside of the combination intermediate step and light shield will feature, at a minimum, four (4) 3-1/2" diameter recessed lights for enhanced illumination of the pump controls and instrumentation. At least three (3) lights will be switched manually from a pump panel control switch and one (1) light will automatically activate with the engagement of the fire pump.	\$ 504.00		504.00
44	Provide an intermediate exterior step will be provided at the floor level of the Pass side dunnage area above the primary pump controls. The step will be constructed of 3/16" thickness polished aluminum tread plate material and will be fully supported with tread plate gussets on each end. The step will be a minimum of eight (8) inches deep.	\$ 504.00		504.00
	The underside of the combination intermediate step and light shield will feature, at a minimum, four (4) 3-1/2" diameter recessed lights for enhanced illumination of the pump controls and instrumentation. At least three (3) lights will be switched manually from a pump panel control switch and one (1) light will automatically activate with the engagement of the fire pump.	\$ 504.00		504.00
			TOTAL COST	\$265,438.00

Wake County P.O. Pays: \$245,000.00
Department Pays At Delivery: \$20,438.00

APPROVAL SIGNATURES

Fire Department Representative: _____ DATE: _____
 _____ Title: _____ DATE: _____
 Vendor Representative: _____ DATE: _____
 Rosenbauer (CW Williams) _____ DATE: _____
 Wake County Staff Representative Approval for P.O. _____ DATE: _____

Chief,

As requested, I have listed the options items for our replacement rescue truck. These are the items that we have asked the vendor to price. Should the total cost exceed our expected available funds. Some items will be removed.

- Power Call Siren w extra 100 watt speaker
- 20" raised cab roof
- 2 fold down rear seats in cab
- 4 bottle cascade system with fill station
- SCBA storage for 9 additional bottles

Please let me know if you need any other information.

Thanks

David Price

Frank,

sorry for the delay

- 1-air reel
- shelving additions
- pack mount on rear wall
- power awning
- chevron stripe added on from bumper
- more scba storage
- 2 vertical tool boards
- one high side compartment divided to put cribbing in it with netting
- 2 poly boxes to hold equipment
- vertical storage compartments for airbags (hurst)
- all scene lights upgraded to 1500w
- light tower

Jimmy McCauley, Chief
Wake-New Hope Fire Department

Item Title:

Consider request from Eastern Wake Fire-Rescue for use of Fund Balance

Specific Action Requested:

That the Fire Commission considers approval of request from Eastern Wake Fire-Rescue for use of excess fund balance.

Item Summary:

Over the past two years the department has accumulated excess fund while operating with an interim chief. The savings are primarily related to salary funds accumulating from the lower expense for an interim chief and a period where the department was without their administrative secretary. Additional funds were accumulated when various line items were not fully spent due to uncertainty within the operations of the organization. According to Mr. John Stephenson, Internal Audit Director for Wake County, Eastern Wake Fire Rescue has up to \$175,000 that could be spent and still be within the 5% reserve requirement.

Under the guidance of a new chief the department has been working to assess its needs and operations. Review of these items led to a list of issues needing to be addressed. Several of these items were approved for expenditure under contract guidelines, these include turnout gear, essential firefighting & rescue equipment, and station improvements. Those expenditures total \$58,870.

The items before the Fire Commission for review and approval are:

1. Firefighter NFPA 1582 Physicals
2. Utility Vehicle with equipment up fit and trailer
3. Upgrade of Rescue Services

The total of these expenditures total \$60,000.

Attachments:

1. Eastern Wake request letter
2. Physical Quotes
3. Utility Vehicle Quotes
4. Rescue Quotes



The following outline the needs of Eastern Wake Fire Rescue to meet current best practices standards as outlined by National Fire Protection Association standards, NC Office of State Fire Marshal requirements, and the NC Association of Rescue Squads and EMS standards.

#1 - Firefighter Physicals: Our personnel have not had a fire service physical. NFPA 1582 is the standard used for determining Firefighter Medical Clearance for job requirements. Proper care of our personnel begins with an effective health and wellness program. To implement such a program we need to determine if our personnel meet the physical requirements necessary to function as a firefighter.

Request: NFPA 1582 compliant physicals - 30 @ \$250

Total Cost: \$7,500

#2 - Utility Vehicle: The Eastern Wake Fire & Rescue district presents unique challenges to the fire department. Greenways, a river basin, vast amounts of rural farm and woodlands make accessibility an issue. Over the past 10 years the utility vehicle has become a common tool in the fire department operations plan. Our department is one of the few in Wake County that does not have such a vehicle. This inhibits how we operate and potentially slows down our response and ultimately might diminish the outcome of an emergency.

Request: Kawasaki Mule - \$12,500
Equipment Upfit - \$2,500
Enclosed Trailer - \$5,100

Total Cost: \$20,100

#3 - Rescue Service Upgrade: The name of the department is Eastern Wake Fire & Rescue, however our equipment is not representative of a fully functioning rescue organization. We are not certified by the NC Association of Rescue & EMS as a rescue provider. Our current inventory of equipment and certified personnel will likely qualify us at the "Light Rescue" standard but we have not sought this certification. We have the apparatus and personnel to meet the "Medium" and even "Heavy" rescue standards. If you look at our district we are defined by a US highway, a river basin, and a rural/agricultural/suburban setting. To meet the needs of the district and to operate to generally accepted standards our organization needs to seek certification to the "Heavy Rescue" standard. With this certification designation we could then get an

additional certification as an Agricultural Rescue organization. We should also seek Water Rescue certification due to the fact that we have 14 miles of a major river in our jurisdiction. One section of this river is where area water rescue teams train because it represents the type of concern that other regions might experience.

Request:	Heavy Rescue Upgrade -	\$15,300
	Water Rescue Equipment -	\$7,100
	Total Cost:	\$22,400



Chief David L. Cates
Eastern Wake Fire and Rescue
4828 Clifton Road
Knightdale, NC 27545

August 15, 2013

Re: Firefighter Medical Clearance Program

Dear Chief Cates,

Please find the attached proposal for your Firefighter Medical Clearance Program. I have listed several key factors that differentiate us from the competition.

1. Our examination meets and exceeds the NFPA 1582 standard.

Other companies only perform an OSHA 1910.156 exam that does not meet the requirements for NFPA 1582. OSHA 1910.156 is commonly referred to as the Fire Brigade Standard, and is meant for companies that have Fire Brigades manned by their employees, not for Fire Departments. Components that we include that are typically missing from other programs include:

- Comprehensive head to toe physical exam
- Option for Audiometer hearing testing
- C.2.1.3 Submaximal Graded Treadmill Evaluation (WFI Treadmill Protocol)
- C.2.1.5 Hand grip strength evaluation
- C.2.1.6 Leg Strength Evaluation or C.2.1.8 Optional Vertical Jump Assessment
- C.2.1.7 Arm Strength Evaluation
- C.2.1.9 Push-up muscle endurance evaluation
- C.2.1.11 Prone Static Plank Core Stabilization Assessment
- C.2.1.12 Sit and reach flexibility evaluation

All of our testing equipment meets the stringent standards in NFPA 1582. In addition, we can exceed the NFPA Standard by offering optional advanced genetic testing for heart disease and other services to help keep your firefighters healthy.

2. We are doctor owned and operated.

We own our clinic and Dr. Fernandez and Dr. Walker are licensed to practice medicine in 8 states throughout the Southeast. What does this mean for you? **Consistency, Reliability, & Dependability.**

Other companies owned by non-physicians hire outside doctors who may not have experience with firefighter physicals. We specialize in Occupational Medicine and firefighter exams. This is what we do all day every day. Let us put our experience to work for you. Have medical questions about your firefighters but don't know who to ask? Don't worry; with SiteMed you have year-round access to our physicians.

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ON-SITE FIREFIGHTER PHYSICALS

1810 White Circle - Suite 155
Marietta, GA 30066
SiteMedFire.com

112 Donmoor Court
Garner, NC 27529
Phone/Fax 888-837-4819



3. We use a unique Two Phase Process

Phase I – Techs gather all blood work and administer testing.

Phase II – Medical Provider on-site for physical exam and one on one consultation.

How does this benefit you? By having the test results available prior to the consultation, we are able to customize a treatment plan to meet your specific needs. This allows for a much more productive and valuable consultation. This time with your medical provider is what matters and where you see results.

4. Post-Event Management

As physicians, we will coordinate follow up clearances and mitigate medical clearance issues for you. What does this mean to you? We are with you every step of the way and sweat the small stuff so you don't have to.

Once you have had a chance to review our proposal, please feel free to contact me with any questions you may have. Thanks for giving us the opportunity to bid on this proposal. We look forward to working with you in the near future.

Sincerely,

Clark Godwin

Clark Godwin

SiteMed Fire

Business Development

919-413-5067 mobile

888-837-4819 ext 716

cgodwin@sitemed.net

This proposal is valid for 90 days from date above. If you are outside this time frame,

please call our office for an updated proposal.

888-837-4819

ON-SITE FIREFIGHTER PHYSICALS

1810 White Circle · Suite 155
Marietta, GA 30066
SiteMedFire.com

112 Donmoor Court
Garner, NC 27529
Phone/Fax 888-837-4819



Eastern Wake Fire
District

SiteMed will provide the following firefighter physicals based on a **minimum** of 20 exams. The firefighter physical program includes the services listed below, technician(s) and medical provider:

- **\$250 per firefighter** includes services listed below and a whisper test to check hearing. **Total cost, excluding any additional services is \$5,000.**

Or

- **\$290 per firefighter** includes services listed below and an audiogram using our Benson audiometer equipment in a quiet room at your facility to check hearing. **Total cost, excluding any additional services is \$5,800.**

If you do not have a quiet room at your facility, we can also perform audio testing with our Benson audiometer equipment in our 40' Mobile Medical Van. **An additional mobilization fee will apply based on mileage and job length.**

SiteMed will come on-site once per year. Each on-site visit will consist of 1 Phase I day, up to 5 hours, and 1 Phase II days, up to 12 hours each day, for a total of 2 days each year. Additional hours or days will be invoiced separately.

Additional fees of \$7.50 per person will apply for labs collected at LabCorp facility due to missed appointments or absenteeism during Phase I.

Firefighter Program meets OSHA 29 CFR 1910.95, 1910.134, 1910.120, 1910.1030, NFPA 1582 and includes:

- Comprehensive Medical History – All necessary forms will be provided
- Medical Examination - *Comprehensive physical exam includes: head, eyes, ears, nose, throat, neck, heart, lungs, gastrointestinal, genitourinary, lymph nodes, musculoskeletal, skin, neurological and hernia check.*
- Vitals – Height, Weight and Blood Pressure
- Body Composition – Bio Impedance Analysis (BIA)
- Pulmonary Function Testing (PFT)
- Vision – Snellen (distance) screening
- EKG – 12-lead resting electrocardiogram
- WFI Submaximal Graded Treadmill Evaluation - to evaluate aerobic capacity (*per NFPA 1582 C.2.1.3*)
- Jackson System Strength Testing – Muscular Strength: includes grip, leg and arm strength (*per NFPA 1582 C.2.1.5, C.2.1.6 & C.2.1.7*)
- Flexibility: sit & reach (*per NFPA 1582 C.2.1.12*)
- Muscular Endurance: push-up & static plank (*per NFPA 1582 C.2.1.9 & C.2.1.11*)
- One-on-one consultation with licensed medical provider
- Copy of results and interpretations provided to each firefighter in sealed envelope
- Clearance letters will be provided within 5 days of the physical examination if there are no medical issues requiring follow up
- Department Summary Report including relevant averages, ranges, and annual comparison statistics

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ON-SITE FIREFIGHTER PHYSICALS

1810 White Circle · Suite 155
Marietta, GA 30066
SiteMedFire.com

112 Donmoor Court
Garner, NC 27529
Phone/Fax 888-837-4819

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North Greenville Fitness and Cardiac Rehabilitation Clinic, Inc.

P.O. Box 606
Travelers Rest, South Carolina 29690-0606

Charles F. Turner, R.N.
Director:

Phone: 864-834-9078
Toll Free: 888-348-8911
Fax: 864-834-7891

Pricing Information

The North Greenville Fitness Basic Health Enhancement program will be administered at your desired location for \$230.00 per program participant (\$235.00 for departments testing less than 30 participants). This cost includes ALL of the following documented services on this page and the monitoring physician's charge. This pricing is valid from July 1, 2011 through June 30, 2013.

For your review, the health and fitness evaluation includes:

1. BLOOD WORK (comprehensive lipid panel with CBC, SMAC 25)
2. ANTHROPOMETRIC MEASUREMENTS (height, weight, etc.)
3. PULMONARY FUNCTION evaluation
4. BODY COMPOSITION measurements (six site skin fold measurements)
5. RESTING (12-lead) electrocardiogram (E.K.G.)
6. SUBMAXIMAL ergometer (bike) graded exercise STRESS TEST (with 12-lead electrocardiogram and blood pressure monitoring)

*Monitoring physicians are national board certified and review all testing results with participants upon completion of health and fitness exam.
7. VISION AND HEARING screening
8. CONSULTATIONS: (explain and review results)
 - a. Individual participant health screening report with copies and result profiles.
 - b. Individual exercise program recommendations are included in report.
9. DEPARTMENT SUMMARY REPORT which includes health related averages, ranges and annual comparison statistics for your file
10. A CLEARANCE FORM is provided for each individual tested
 - a. Fire brigade clearance forms for structural fire fighters
 - b. Respirator clearance forms for all others who are assigned tasks which require the use of a respirator (i.e. EMS, Water treatment, etc.)
11. PROGRAM MEETS REQUIREMENTS OF:
 - a. O.S.H.A. 1910.156
 - b. O.S.H.A. 1910.134
 - c. O.S.H.A. 1910.120
 - d. A.D.A.



Marvin Johnson <marvin.johnson@easternwakefire.com>

Quote on 2014 Kawasaki Trans-Mule Red

1 message

David Grissom <davidgrissom@brewercycles.com>
To: Marvin.Johnson@easternwakefire.com

Wed, Aug 28, 2013 at 5:39 PM

Hi Mr. Johnson,

Here are the details for the Trans-Mule.

- 2014 Red Trans Mule 11149
- Freight and Set up waived
- DOC 149
- Discount 1000.10
- Flip up Wind Shield 699.95
- 2" Hitch Kit 44.95
- Speedometer Kit 174.95
- Winch Mount 109.95
- Warn 3000S Winch with Rope 449.95
- Volt Meter 39.95
- Temp Gauge 49.95
- Installation 375
- Total \$12242.55

The Trans- Mule comes standard with a fuel gauge and an hour meter. Please let me know if I can supply any additional information.

--
David Grissom Brewer Cycles, Inc. 252-492-8553 davidgrissom@brewercycles.com

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Team Powersports

222 Highway 70 East
 Garner, NC 27529
 Phone: (919) 772-7866 Fax: (919) 772-7865
 www.team-powersports.com

• Honda • Yamaha • Polaris • E-Ton • KTM

Notes

ACCESSORY INSTALLATION NOT INCLUDED

BONUS BUCKS/CUSTOMER CASH/TRADE PROMO

\$

Description Of Unit

Year: 2013 Make: POLARIS Model: R13 HR 700
 Vehicle Identification Number: [REDACTED]

Buyer Information

Name: KNIGHTDALE FIRE DEPT.
 Street: M. J. JOHNSON
 City: State: Zip:
 Home Phone: 919-217-0054 Work Phone:

Finance Summary

Company: Term: 0
 Payment: \$0.00 APR: 0.0%

Trade Information

Year: Make: Model:
 VIN:
 Allowance: \$0.00 Payoff: \$0.00
 Equity To Be Used As Down Payment: \$0.00
 Trade Is Financed With:

This unit's first service is NOT paid by the manufacturer as part of the sale price. Please see our service department for pricing information.

State law does not provide for a "cooling off" or other cancellation period for this sale. Therefore, you cannot later cancel this contract simply because you change your mind, decide the vehicle costs too much, or wish you had acquired a different vehicle. After you sign below, you may only cancel this contract with our agreement or for legal cause such as fraud.

This applies even if you do not take possession of the product purchased when the documents are completed.

Buyer: Date: 4/12/2013

Unit Price Information	
Unit Price	\$11,339.00
Destination	\$495.00
Set-Up or Reconditioning	\$227.00
Tax	\$827.54
Documentation Fee	\$199.00
Tag, Title and registration or UCC1 Fee	\$0.00
Priority Service	\$0.00
Additional Factory Coverage	\$0.00
GAP	\$0.00
LoJack	\$0.00
Tire/Wheel	\$0.00
Electronic Filing Fee	\$0.00
SUBTOTAL	\$13,087.54
Cash Down	\$0.00
Trade Equity	\$0.00
Total Down Payment (Cash Down + Trade Equity)	\$0.00
SUBTOTAL	\$13,087.54
Life, Accident & Health Insurance	\$0.00
Unpaid Balance to Finance	\$13,087.54
We Owe	
1)	
2)	
Seller	Date 4/12/2013



From
D: J cycle
(center
clayton - N.C.

TO Eastern Wake
Fired

ATT M.J. JOHNSON

subject
1-2013-Ranger crew-(6man)

	unit price	11,800.00
Installed N/C Labor	Hard Top	500.00
	Folding windshield	550.00
		<hr/>
		12,850.00
	NC TAX -	
	6.75%	867.38
		<hr/>
		\$ 13,717.38

Thanks
Don
Barnes Jr
1-2-13



From

D&J CYCLE CENTER
5821 US 70 West
Clayton, NC 27520
919-824-7853

TO Eastern Wake Fire Dept
ATTN: M J Johnson

2013- Ranger XP 800 6X6
RIB HAR 76 AR

\$ 11,900.00

Setup- 200.00

STATE TAX 6.75% - 983.25

\$ 12,903.25

Thank you!
DEN
1305.inget

====76

KIMTEK CORPORATION

"HOME OF THE AFFORDABLE SKID UNIT!"

2163 VT RT 5A
 ORLEANS, VT 05860
 Phone 1-888-546-8358 Fax 1-802-525-3441

QUOTE

DATE: February 26, 2013
 QUOTE #: EW-022613
 FOR: FIRELITE Transport
 Deluxe FDH-203

Quote To:
 Eastern Wake Fire Rescue
 Chief MJ Johnson
 Eastern Wake NC 27545



DESCRIPTION	AMOUNT
1- FIRELITE Transport Deluxe FDH-203/ Darley-Davey High Pressure Firefighting 5.5 HP Pump/ Hannay Reel 4000 Series manual crank with 50' of 1" or 100' of 3/4" booster hose/ 55 or 70 gallon poly tank/ rescue area/ hose storage area w. tailgate/ 10- 24" long Velcro D loop straps to secure long board or stokes basket to unit. 4 Quick release tie down turnbuckles to secure unit in cargo bed area supplied.	6,500.00
1- Add electric rewind to Hannay Reel	300.00
1- Add Scotty Around the Pump, Class A Foam System with 5 gallon foam cell	400.00
1- Crating & Shipping	700.00
	475.00
TOTAL	\$ 8,075.00

8375.00

SALES OFFICE HOURS: MON-THURS 8AM-3PM EST

Make all checks payable to KIMTEK CORPORATION

If you have any questions concerning this quote, contact:

Kimball Johnson, President 1-888-546-8358 or email sales@kimtekresearch.com

A Finance Charge of 1.5% (18 Annum) Will Be Charged To Invoice Past Due 30 Days.

Prices subject to change without notice. All quotes good for up to 30 days.

THANK YOU FOR YOUR BUSINESS!

==77

KIMTEK CORPORATION

"HOME OF THE AFFORDABLE SKID UNIT!"

2163 VT RT 5A
 ORLEANS, VT 05860
 Phone 1-888-546-8358 Fax 1-802-525-3441

QUOTE

DATE: April 8, 2013
 QUOTE #: ELN-040813
 FOR: FIRELITE Transport
 SUPERMAX-204-5.5

Quote To:
 Marvin Johnson
 Eastern Lake-Nightdale
 Nightdale NC 27545



DESCRIPTION	AMOUNT
1- FIRELITE Transport SUPERMAX/ Darley-Davey High Pressure Firefighting 5.5 HP Pump/ Hannay Reel 4000 Series Manual crank with 100' of 3/4" booster hose/ 85 gallon poly tank / rescue area/ hose storage area with tailgate / 10- 24" long Velcro D loop straps to secure long board or stokes basket to unit/ 4 Quick release tie down turnbuckles to secure unit in cargo bed area supplied	7,500.00
1- Add electric rewind to Hannay Reel	400.00
1- Add Scotty around the pump Class A foam system	700.00
1- Add Wildland nozzle	300.00
1- Crating & Shipping	555.00
WARNING: SUPERMAX UNIT IS ONLY INTENDED FOR CERTAIN CARGO BED CAPACITIES. NEVER EXCEED THE CARGO BED CAPACITY OF THE CHASSIS THAT YOU ARE PLACING THIS UNIT INTO. ALWAYS DRAIN ALL WATER BEFORE TRANSPORTING PATIENT	
WEIGHTS AND DISTANCES ARE APROXIMATE ONLY.	
	\$ 9,455.00

Make all checks payable to KIMTEK CORPORATION
 If you have any questions concerning this quote, contact:
 Kimball Johnson, President 1-888-546-8358 or email kimtek@pshift.com
A Finance Charge of 1.5% (18 Annum) Will Be Charged To Invoice Past Due 30 Days.
 Prices subject to change without notice. All quotes good for up to 30 days.

THANK YOU FOR YOUR BUSINESS!

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NEWTON'S

FIRE & SAFETY EQUIPMENT, INC.

PO Box 13 ~ 2724 Swepsonville-Saxapahaw Rd.
Swepsonville, NC 27359
Toll Free: 800-672-5918 Fax: (336) 578-1982

QUOTE

Date: September 11, 2013
Customer PO No:
Purchased/Requested By:
Salesperson: Bordeaux
County:
Payment Terms: NET/30
FOB: Swepsonville, NC

BILL TO: EASTERN WAKE FIRE DEPARTMENT
ATTN: CHIEF DAVID CATES

SHIP TO:

SENT BY EMAIL:
CHIEF@EASTERNWAKEFIRE.COM

PRICES ARE GOOD UNTIL 10-15-2013

Quantity	Units	Item No.	Item Description	Unit Price	Extd. Price
1		LL60	KOCHECK 6" LOW LEVEL STRAINER W JET ASSIST	\$ 310.00	\$ 310.00
1		2499	AKRON 2499 STACK TIPS FOR DECK GUN	365	\$ 365.00
1		SAC-44-E	WHEEL CHOCS NFPA SIZE 44"	\$ 195.00	\$ 195.00
1		SQCH-44-H	WHELL CHOC BRACKET IF NEEDED	\$ 61.00	\$ 61.00
1		FHY-6	6LB FIBERGLASS FLAT HEAD AXE	\$ 43.00	\$ 43.00
1		PHY-6	6LB FIBERGLASS PICKHEAD AXE	\$ 48.00	\$ 48.00
1		3416	AKRON 3416 DECK GUN WITH SINGLE 5" INLET	\$ 2,875.00	\$ 2,875.00
1		5160	AKRON MASTERSTREAM NOZZLE	\$ 805.00	\$ 805.00
18			1 1/2" X 50' SECTION OF DJ800 WHITE FIREQUIP HOSE	\$ 74.00	\$ 1,332.00
18			1 1/2" X 50' SECTION OF DJ800 COLORED FIRE HOSE	\$ 84.00	\$ 1,512.00
20			5"X 100' OF LDH RUBBER HOSE WITH 5" STZ CPLS	\$ 495.00	\$ 9,900.00
3			5" X 25' OF LDH RUBBER HOSE WITH 5" STZ CPLS	\$ 200.00	\$ 600.00
1		257R156	HURST T-41 TELE RAM	\$ 4,301.00	\$ 4,301.00
1		257R151	HURST 30-C RAM	\$ 2,860.00	\$ 2,860.00
1		257R153	HURST 60-C RAM	\$ 2,953.00	\$ 2,953.00
1		362R471	HURST ML-28 DEFENDER SPREADER	\$ 7,603.00	\$ 7,603.00
1		363R163	HURST JL-AC-SI 220 SIMO POWER PUMP	\$ 7,766.00	\$ 7,766.00
1		106R117	251 TON 10 BAG AIRBAG KIT	\$ 9,876.00	\$ 9,876.00
1		CTC-6002	STRUT TRUCK RESCUE 42 KIT	\$ 3,995.00	\$ 3,995.00
1		362A491	QUICK STRUT KIT	\$ 1,990.00	\$ 1,990.00
1		1130	48" HIGH LIFT JACK	\$ 62.00	\$ 62.00
2		1235	60" HIGH LIFT JACK	\$ 68.00	\$ 136.00
1		911-RK	MASTER KIT AJAX AIR CHISEL	\$ 2,608.00	\$ 2,608.00
1		X11-RK	AXESS RESCUE KIT	\$ 2,560.00	\$ 2,560.00
1		362R513	HURST JL-500 CUTTER	\$ 5,580.00	\$ 5,580.00
1		EG-5000CLAT	TELE LIGHT 5000 WATT 11HP GENERATOR	\$ 1,755.00	\$ 1,755.00

IF YOU HAVE ANY QUESTION PLEASE CALL ME AT
919-880-6483 OR CONTACT ME BY EMAIL AT
MIKEBORDEAUX@MINDSPRING.COM

Carrier:

Sales Total: \$ 72,091.00

Freight:

6.75%

Sales Tax: \$ 4,866.14

Total: \$ 76,957.14

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NAFECO

Quotation

• 1000 East
Union Street
1000 East
Union Street
• Morganton,
NC 28655
Morganton,
NC 28655

1-800-895-2802
828-439-9902
Email: sales-nc@nafeco.com

To:NEW
EASTERN WAKE
4828 CLIFTON RD.
KNIGHTDALE, NC 27545

Quote Number:SBUS-9BE5U2

Date:09/09/2013
Terms:NET 30

Attention:CHIEF DAVID CATES
Phone:919.217.0054
Fax:

Expires:30 Days
F.O.B.:Shipping Point
P.O.:
Salesman #:35
Prepared By:Steve Burress

Qty.	Item #	Description	Each	Total
1	LL60FV	Kochek Low Level Strainer	\$295.00	\$295.00
1	ST190BA	Elkhart Triple Stacked Tips	\$242.65	\$242.65
2	/SAC-44-E	FOLDING WHEEL CHOCKS	\$64.00	\$128.00
2	/SQCH-44-H	WHEEL CHOCK HOLDER	\$60.00	\$120.00
1	FHY6	Akron 6 Lb. Flat Head Axe With	\$46.00	\$46.00
1	PHY6	Akron 6 Lb. Pick Head Axe With	\$51.50	\$51.50
1	3423PK	Akron 3423 Dual Inlet Portable	\$2,905.00	\$2,905.00
1	/5160	AKROMATIC FOG NOZZLE	\$848.50	\$848.50
18	DP15-800PU	KEY 1.5" WHITE HOSE 50 FT.	\$88.00	\$1,584.00
18	DP15-800PU	KEY 1.5" COLOR HOSE 50FT.	\$100.00	\$1,800.00
20	RC50X100Y50S	Key Fire Hose, 5.0" x 100'	\$504.00	\$10,080.00
3	RC50X25Y50S	Key Fire Hose, 5.0" x 25'	\$227.50	\$682.50
1	ART.031.900.1	GENESIS 31" RAM, OSC COULP.	\$2,476.25	\$2,476.25
1	ART.041.900.1	GENESIS 41" RAM OSC COULP.	\$2,576.25	\$2,576.25
1	ART.011.515.2	GENESIS NFPA RAM KIT	\$1,425.00	\$1,425.00
1	ART.593.575.8	GENESIS NXTGEN C-236 CUTTER OSC COULP.	\$6,676.25	\$6,676.25
1	ART.593.363.3	GENESIS S49-XL SPREADER, OSC COULP.	\$5,976.25	\$5,976.25
1	ART.593.338.2	GENESIS MACH III OUTLAW SIMO PUMP 10500 PSI, HONDA 6.5 HP MOTOR	\$6,190.65	\$6,190.65
1	ART2200	GENESIS 201 TON CAPACITY	\$8,980.00	\$8,980.00

If you have any questions concerning this quote please call our toll free number listed above.
Thank you for your business.

Page: 1

Visit Us On The Internet At: www.nafeco.com

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NAFECO

Quotation

• 1000 East
Union Street
1000 East
Union Street
• Morganton,
NC 28655
Morganton,
NC 28655

1-800-895-2802

828-439-9902

Email: sales-nc@nafeco.com

Quote Number: SBUS-9BE5U2

Qty.	Item #	Description	Each	Total
		74, 59, 34, 21 & 13 TON BAGS, DUAL UNIT CONTROL, TANK ADAPTER, 10 FT. YELLOW REGULATOR HOSE & 25 FT. RED AND BLUE SUPPLY HOSE		
1	CTC-6002	RESCUE 42 STRUT KIT SET OF 4, 2 LONG & 2 SHORT	\$3,670.00	\$3,670.00
1	FR-485	48" FIRST RESPONDER JACK	\$200.00	\$200.00
1	FR-605	60" FIRST RESPONDER JACK	\$207.00	\$207.00
1	DL5000H	WINCO/DYNA 5000W GENERATOR 120/240 VOLT, HONDA GX270	\$1,300.00	\$1,300.00
1	ART89502	GENESIS QUIK-KUT AIR CHISEL, AIR HAMMER/IMPACT WRENCE KIT, REGULATOR AND HOSE	\$1,875.00	\$1,875.00
1	ART30-SO-R	30 FT. HOSE STANDARD & OSC COULP.	\$660.00	\$660.00
1	ART-30-SO-B	30 FT. HOSE STANDARD & OSC COULP.	\$660.00	\$660.00
1	00000	ESTIMATE ONLY FREIGHT NO FREIGHT ON HOSE BASED ON AMOUNT QUOTED. ID NUMBER AND INITIAL OF DEPARTMENT NAME STENCILED ON HOSE AT NO CHARGE.	\$650.00	\$650.00
				\$62,305.80

If you have any questions concerning this quote please call our toll free number listed above.
Thank you for your business.

Page: 2

Visit Us On The Internet At: www.nafeco.com

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Se

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This is a private listing. Sign in to view your status or learn more about private listings.



17.5 ft Rescue & Dive Inflatable Boat - JP Marine (Zodiac - Avon - / Outboards & Inflatables - Factory Direct Pricing !!!

Item: **New**
condition:

Quantity: 3 available / 9 offers

Price: **US \$3,695.95**

[Buy it Now](#)

[Add to cart](#)

Best Offer:

[Make Offer](#)

19 watchers

[Add to watch list](#)

[Add to collection](#)

100% positive Feedback

Best offer available

New Condition

Bill Me Later: Spend \$99+ and get 6 months to pay
Subject to credit approval. [See terms](#)

Shipping: **Freight - see item description for more details.** |
[See details](#)
Item location: Chula Vista, California, United States
Ships to: United States

Delivery: **Varies**

Payments: **PayPal, Bill Me Later** | [See details](#)

Returns: **No returns or exchanges, but item is covered by eBay Buyer Protection.**

Guarantee: [more](#) | [Learn](#)

Get the item you ordered or get your money back. Guaranteed.

Seller information
impactmarine (1471)
100% Positive feedback

[See other items](#)

Visit store: [Impact Marin](#)



SHARE IT WIN IT SWEEPSTAKES

Find a collection you love and share it for a chance to win \$25,000.

Mouse over image to zoom



Have one to sell? [Sell it yourself](#)

People who viewed this item also viewed

- 17.5 ft Rescue & Dive Inflatable Boat - JP... \$787.77
- 12.5 ft Military Dive Inflatable Boat - JP... \$2,495.95
- 15.5 FT RESCUE DIVE INFLATABLE BOAT - ... \$680.00
- 17.5 ft Fish / Dive - Inflatable Boat - JP... \$3,695.95
- 14 Co \$2

Description

Shipping and payments

Prir

eBay item number

Seller assumes all responsibility for this listing.

Last updated on Oct 11, 2013 13:22:00 PDT [View all revisions](#)

Item specifics

Condition: New: A brand-new, unused, unopened, undamaged item in its original packaging (where packaging is ... [Read more](#))

FLOOR TYPE:: ALUMINUM

MAX CAPACITY:: 12 Person

MAX HP:: 60hp Long Shaft

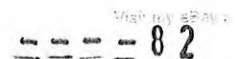
Brand: JP Marine

Country of Manufacture: United States

MODEL:: JP-530-DR

LENGTH:: 17.5 FT

Impact Marine Group





Shop by category

All Categories



Search

Back to Store | Listed in category: eBay Motors > Parts & Accessories > Boat Parts > Outboard Engines & Components > Complete Outboard Engines

40HP YAHAMA F40LA 20" Shaft - Electric Start - Remote Steering I Outboards & Inflatables - Factory Direct Pricing !!!



Item **New**
condition:

Quantity: 2 available

Price: **US \$5,420.00**

Buy it Now

Add to cart

Best Offer:

Make Offer

8 watchers

Add to watch list

Add to collection

100% positive
Feedback

Best offer
available

New
Condition

Bill Me Later Spend \$99+ and get 6 months to pay
Subject to credit approval. [See terms](#)

Shipping: **Freight** - Read the item description or contact the seller for details | [See details](#)
Item location: Chula Vista, California, United States
Ships to: United States

Delivery: **Varies**

Payments: **PayPal**, Bill Me Later, Visa/MasterCard, Amex, Discover | [See details](#)

Returns: **No returns or exchanges**, but item is covered by eBay Buyer Protection.

Guarantee: [more](#) | [Learn](#)

Get the item you ordered or get your money back. Guaranteed.

Seller information

Impactmarine (1471)

100% Positive feedback

Visit store: [Impact Marine](#)

See other items

Visit store: [Impact Marine](#)

Shop to Drive to

eBay brings you free in-store pickup at your local AutoZone.

Have one to sell? [Sell it yourself](#)

People who viewed this item also viewed

- | | | | | |
|------------------------------------|-------------------|-------------------|-------------------|-----------|
| | | | | |
| \$3,630.00
Free shipping | \$4,959.95 | \$4,499.10 | \$4,494.00 | 20 Fo \$1 |

Description

Shipping and payments

Price

Seller assumes all responsibility for this listing.

Last updated on Aug 29, 2013 15:06:39 PDT [View all revisions](#)

Item specifics

Condition: **New.** A brand-new, unused, unopened, undamaged item in its original packaging (where packaging is ... [Read more](#))

Impact Marine Group

[Visit my eBay](#)

83



<http://www.hickoryenclosed.com>
 3665 Springs Road
 Hickory, NC 28601
 Toll Free: 1-866-Race-Trl (1-866-722-3875)
 Fax: 1-828-256-8959

FAX

To: eastern wake fire&rescue	From: tyrone	Date: 11/7/2013
4828 clifton rd	knightdale,nc 27545	Pages:

Remarks:

trailer 7x14 ta w/3500 lbs axles with brakes
 030.red alm side
 rear ramp door w/flap
 32"side door
 24"stone guard on front
 2 5/16" coupler
 2000 lb a-frame jack
 16"on center tubing sidewalls
 red exterior screwed
 2 12volt dome light
 7 foot interior ht
 ez lube axles
 7 way bargman plug on brake axles
 v-nose w/atp
 205-75- tires
 3/4"plywood floor
 3/8"plywood walls
 electric package w/2receptacles.1switch,2-4'lights,
 60ampbox with life line

total \$4200.00 to pick up in hickory store

Item Title:

BDA's/BDA Ordinance

Specific Action Requested:

That the Fire Commission receives information related to BDA's / BDA Ordinance

Item Summary:

This report is to inform The Wake County Fire Commission of a discussion group that is looking into improving radio communications in large high risk buildings. The groups first priority is to address the possible need for BDA's (bi-directional amplifier) in public school buildings. Charlie Johnson, Matt Poole, Bob Stagg, and Mark Haraway met to determine this need and next step of research development. The group plans to create a larger focus group involving fire service, EMS, law enforcement, code enforcement and political personnel to meet and evaluate this inter-local problem.

Attachments:

N/A

Item Title: Cost Share RFP Update

Specific Action Requested:

That the Fire Commission receives the information related to the status of the Cost Share Funding and Service Delivery Study

Item Summary:

Over the last two years, County management and staff have discussed the need to have a comprehensive review and evaluation of the cost share agreements with the Fire Commission and Fire Chiefs. Deputy County Manager Joe Durham made a presentation to the Fire Commission at its September meeting indicating the intent to move forward with the RFP and creating a committee to review the cost shares and explore new potential options moving forward.

An RFP was drafted by County Budget staff based on discussions that have taken place and issues that have been raised over the past two years, and an overview of the scope of the RFP was presented at the September Fire Commission meeting. The RFP was posted on the County website, and responses were accepted from October 9-October 24, 2013 (ATTACHMENT 1).

In October, a committee was formed of the following stakeholders representing cost share and non-cost share Chiefs, Fire Commission members, municipalities, and County staff:

- Mark Matthews, Wake County Budget and Management Services
- Robert Stagg, Fire Commission
- Chief Pope, Bay Leaf Fire Department (non-cost share department)
- Chief Haraway, Apex Fire Department (municipal cost share department)
- Chief Poole, Garner Fire Department (independent cost share department)
- Emily Lucas, Finance Director, Town of Garner (municipal cost share partner)
- Demetric Potts, Wake County Fire Services

Over the course of three meetings held in the last month, the committee has established evaluation criteria for RFP responses, rated vendor responses based on the evaluation criteria (ATTACHMENT 2), elevated one vendor and conducted client reference checks and a face-to-face vendor interview.

On November 12, 2013, the committee unanimously recommended the County enter into contract with Emergency Services Consulting International based on the terms of the RFP response (ATTACHMENT 3). Based on the terms of the RFP, the cost of this study will be \$23,323. Sufficient funding is available within the FY 2014 Amended Budget, within the contingency line of Fire Tax Systemwide (F250).

The scope of the consultant's work, outlined in pages 5-9 of Attachment 3, will include the following:

- I. Develop a project plan, gather background data, and stakeholder input
- II. Evaluate current cost share formulas, baseline system service delivery, and performance. Gather public input (likely in stage II and/or III)
- III. Provide fiscal analysis, benchmarking, and cost allocation funding models
- IV. Develop and present a final project report

Over the course of the study, the Cost Share committee will continue to actively participate in the process and validate the vendor's recommendation. In addition, the vendor will solicit input from municipalities and fire chiefs. With guidance and planning assistance from the committee, the vendor will facilitate public input sessions to hear directly from concerned stakeholders and members of the public. The committee will work collaboratively with the consultant throughout the process of reviewing the existing agreements and proposing others for the consideration. At the end of the process, the consultant will present findings and recommendations to the Fire Commission. The consultant recommendations and a Cost Share committee response are anticipated to be available for consideration by the Budget Committee and Fire Commission as part of the FY 2015 budget process.

Each stage of the process will be an open and inclusive. Both the broad representation on the committee and stakeholder and public input opportunities are designed to encourage participation by all interested parties.

Attachments:

1. RFP # 13-095 Request for Proposals for Cost Share Funding and Service Delivery Within the Wake County Fire Tax District
2. Weighted Forced Choice Matrix: Vendor Scores
3. Recommended Vendor Proposal: Emergency Services Consulting International



Request for Proposal

RFP # 13-095

Request for Proposals for
Cost Share Funding and Service Delivery
Within the Wake County Fire Tax District

Wake County, North Carolina
301 S. McDowell Street
Raleigh, North Carolina 27601

Proposals are due October 24, 2013 before
3 pm local time.



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1 Introduction

1.1 Introduction

Wake County, North Carolina (“The County”) is seeking proposals from a qualified consulting firm to assist the County with analysis of fire tax district cost share funding and service delivery. The consulting firm will be expected to evaluate the current model, provide a recommended methodology for funding fire services within the Wake County Fire Tax District, and provide benchmarking information on fire services funding and service delivery in peer counties. Throughout this request for proposals (“RFP”), the “Proposer” refers to qualified firms that submit Proposals and the “Consultant” refers to the Proposer who is selected to provide the services described within this RFP.

1.2 Project Overview

1.2.1 County Overview

Wake County: Wake County is the second most populous county in North Carolina. The County consists of 12 municipalities and includes Raleigh, the County seat and State capitol. The County’s population is estimated at 952,151 residents, with 191,964 residing in unincorporated areas. With the addition of residents of the Town of Wendell, the current population of the Fire Tax District is estimated at 197,931 (source: July 1, 2012 Census estimate).

Basis for Action: The County contracts with 19 departments to provide fire suppression and emergency services in the Fire Tax District. Thirteen departments are non-profit corporations and six are municipal fire departments. The Fire Tax District includes most of the unincorporated areas of the County and the Town of Wendell. Departments use a combination of full-time staff, part-time staff, and partially compensated volunteers. Besides providing essential fire protection services, the departments also respond to a significant number of medical first responder calls, prepare for technical rescues, provide fire prevention services, and assist other emergency and law enforcement agencies in their districts. Each department also strives to maintain high insurance ratings to save property owners on fire insurance premiums.

The County is seeking a qualified consultant with experience in the Fire Services area to provide some basic benchmarking against peer jurisdictions, and develop a proposed funding methodology based on equitable and industry-accepted criteria. The County desires to establish the most cost effective, equitable, and prudent funding methodology for effective service delivery within the Fire Tax district. The County is seeking analysis that will be presented to the Fire Commission in February 2014. The proposed cost share model will be considered by County staff and the Fire Commission for inclusion in the FY 2015 budget, which will be presented to the Board of Commissioners in May 2014. The results of the analysis conducted by the consultant through the RFP process will be the basis for developing the budget recommendation.



The County's Project Team: The Project Team for the County will be led by a County Fiscal and Policy Analyst and will include members of Wake County Fire Services, Fire Commission, Budget & Management Services, and the County Manager's Office.

1.2.2 Current Cost Share Departments

The Fire Tax District currently has separate cost share arrangements with five municipal and three not-for-profit departments. Current cost share funding reflects historical agreement, and cost share percentages have generally not been adjusted year-to-year. County funding is provided to provide for fire protection and medical responses in the fire tax district, which represents only a portion of the coverage area of cost share departments.

Municipal Departments: The County currently has cost-share agreements with the following five municipalities: Apex, Fuquay Varina, Holly Springs, Morrisville, and Zebulon. Cost-share funding, intended to cover the cost of providing fire services to Fire Tax District areas outside their municipality, ranges from 20% to 50% of department budgets.

Not-for-Profit Departments: The County currently has cost-share agreements with three non-for-profit fire departments: Garner, Rolesville, and Wake Forest. Cost-share funding, intended to cover the cost of providing fire services to Fire Tax District areas (outside of municipal boundaries, with the exception of Wendell), ranges from 22% to 80% of department budgets.

1.2.3 Non Cost-share Departments

In addition to the cost share departments, the County currently funds twelve other departments providing fire services within the Fire Tax District: Bay Leaf, Cary, Durham Highway, Eastern Wake, Fairview, Falls Station 5 (operated by the Town of Wake Forest and scheduled to be closed in FY 2014), Hopkins, Stony Hill, Swift Creek, Wake-New Hope, Wendell, and Western Wake.

1.3 Scope of Services

The scope of services covered in this RFP is to assist the County in planning and budgeting for services provided by the Fire Tax District. To support this, the County seeks a qualified consultant to provide the following:

- Assistance in identifying relevant factors for inclusion in a cost formula, and the relative advantages or disadvantages of their use;
- Assistance in developing consistent funding methodology as the basis for cost-share agreements based on equitable and industry-accepted criteria;
- Benchmarking with peer Counties, especially urban counties that provide fire services to areas not otherwise covered by municipal fire departments with respect to funding methodology, cost of services, staffing arrangements (volunteer versus paid County, not-for-profit, or municipal staff), effectiveness and outcomes

- 1.3.1 Assistance in identifying relevant factors for inclusion in a cost formula, and the relative advantages or disadvantages of their use



- Review current cost share formulas
- Identify factors most relevant to the cost of providing fire services to a population and geographic area
- Review other locally accepted public safety cost distribution formulas within and outside of Wake County to consider for use in a fire services cost share methodology
- Identify the advantages/disadvantages of different factors from the standpoint of equity/nexus with cost of service delivery, feasibility, and political acceptability
- Identify readily available data sources to be used as the basis for the funding methodology, so the methodology may be used by County staff to update cost-share calculations within the budget development cycle

1.3.2 Assistance in developing consistent funding methodology as the basis for cost-share agreements based on equitable and industry-accepted criteria.

- Use expertise in local government fire services to share what funding methodologies are prevalent in peer jurisdictions with a similar service delivery model
- Recommend a methodology to be used, and provide the data to support an initial cost share distribution formula
- Recommend formula to be used as a cost-share distribution for the FY 2015 Recommended Budget

1.3.3 Benchmarking with Peer Counties

- Comparison with similar counties inside North Carolina and outside North Carolina to evaluate:
 - What counties share a comparable service delivery model (county-provided or county-funded fire service in unincorporated areas, outside of municipalities generally providing their own fire services)
 - Cost of service delivery compared to comparable systems
 - What organizations and/or personnel (paid versus volunteer) are providing fire services
 - How fire services are funded, particularly with respect to cost-share arrangements
 - Effectiveness and outcome measures and data

1.3.4 The County reserves the right to expand the scope of services if other areas requiring analysis are identified.

1.4 General Proposal Requirements

When responding to this RFP, please follow all instructions carefully. Please submit proposal contents according to the outline specified and submit documents according to the instructions.



Failure to follow these instructions will be considered a non-responsive proposal and may result in immediate elimination from further consideration.

By submitting a proposal, Proposers acknowledge that:

- 1.4.1 The County reserves the right to reject any or all proposals if it determines that select proposals are not responsive to the RFP. The County reserves the right to reconsider any proposal submitted at any phase of the procurement. It also reserves the right to meet with select Proposers at any time to gather additional information.
- 1.4.2 Proposals will be received by Wake County Government at the time noted on the cover page of this document. At that point, Wake County will close the receipt of proposals and begin the evaluation process. The only information that will be released will be the names of the respondent(s). No other information will be disclosed, except as required by the evaluation process, until a contract is awarded.

Wake County, solely at its option, may disclose the name(s) of any firms or companies being considered or elevated during the process. Proposers are not to contact any county staff or elected official in reference to the process due to the nature of a competitive environment and to protect the integrity of the RFP process. As information becomes available and is relevant for release, that information will be shared with respondents.



2 General Submittal Requirements

2.1 Proposal Contact

This RFP and any subsequent action taken as a result thereof is issued by the Wake County Procurement Services in accordance with North Carolina General Statutes on behalf of the County. Proposal responses should be directed to Procurement Services, specifically to the Purchasing Director, as outlined below. In regards to this RFP and subsequent procurement process, vendors shall make NO CONTACTS, either written or verbal, with any Wake County employee, staff member, or Board of Commissioner members during the period beginning with the issuance of this document through approval of award unless authorized by the proposal contact. ***Any attempt by a Proposer to contact or influence a member or members of the aforementioned will result in the immediate disqualification of the Proposer from award for items or services on this RFP.***

Proposal Contact:

Tom Wester
Wake County Procurement Services
Wake County Justice Center, 2nd Floor, Rm 2900
301 S. McDowell Street
Raleigh, NC 27601
twester@wakegov.com
919-856-6153

2.2 Proposal Submittal Requirements

Proposers are required to prepare their proposals in accordance with the instructions outlined in this part and elsewhere in this RFP. Each Proposer is required to submit its proposal in a sealed package.

Twelve (12) copies shall be submitted to the address shown below as well as an electronic version on CD-ROM.

Mailing Address:

Tom Wester
Wake County Procurement Services
Wake County Justice Center, 2nd Floor, Rm 2900
301 S. McDowell Street
Raleigh, North Carolina 27601



The County must receive proposals no later than 3:00 PM on October 24, 2013. *The Proposer's name, RFP number, and proposal closing time and date must be marked clearly on the proposal submission.* The time of receipt shall be determined by the time clock in the Wake County Procurement Services office. The County will not be held responsible for the failure of any mail or delivery service to deliver a proposal response prior to the stated proposal due date and time. It is solely the Proposer's responsibility to: (1) Ascertain that they have all required and necessary information, documents and addenda, prior to submitting a response; (2) Ensure that the response is received at the correct location and time. Late responses, regardless of delivery means, will not be accepted. Fax or email responses will not be accepted.

2.3 Proposer Expenses

The County will not be responsible for any expenses incurred by any Proposer in the development of a response to this Request for Proposal or any other activities associated with this procurement including but not limited to any onsite (or otherwise) interviews and/or presentations, and/or supplemental information provided, submitted, or given to Wake County and/or its representatives. Further, the County shall reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended Proposer even if the Board of Commissioners has formally accepted a recommendation.

2.4 Interpretations, Discrepancies, and Omissions

Should any Proposer find discrepancies, omissions or ambiguities in this RFP, the Proposer must at once request in writing an interpretation from proposal contact listed in Section 2.2. The deadline for submitting questions is October 14, 2013 by 3:00 PM. All questions will be answered to the extent possible in the form of addenda to the specifications. The addenda will be available within 2 calendar days following the question deadline. All written requests for clarification should be addressed to the attention of Tom Wester.

Failure to request an interpretation will be considered evidence that the Proposer understands the provision of the RFP.

The issuance of a written addendum is the only official method by which interpretation, clarification or additional information will be given by the County. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarification will be without legal effect. It is the County's intent not to issue any addenda after October 16, 2013.

2.5 Tentative Schedule

Date	Event
October 8, 2013	Distribution of Request for Proposal
October 14, 2013	Deadline for Requests for Additional Data or Attachments to Further Clarify Project's Scope by 3:00 PM EST
October 16, 2013	Additional Data or Attachments Posted as Addendum to RFP on County's Website by 3:00 PM EST



October 24, 2013	Sealed proposals due before 3:00pm EST
October 24 – November 7, 2013	Evaluation and Interview Period
November 14, 2013	Selection and Notification of Vendors
December 2013 – January 2014	Consultant Study and Committee Review
February/March 2014	Presentation to Fire Commission

2.6 Pre-Proposal Questions

The County has made available in section 5 of this RFP the location of various background information sources pertinent to Wake County and the Fire District. The County will also make a good faith effort to provide other data or attachments, if the request will further clarify the project's scope. All requests for further information shall be received by the County by October 14, 2013 before 3:00 PM EST. A copy of all answers and further clarifications provided by the County to those making inquiries will be posted as an addendum to the RFP on the County's website on October 16, 2013 by 3:00 PM EST.

2.7 Finalists and Interviews

From the proposals received, County staff will identify a short-list of finalists. The finalists will be expected to make a presentation to and respond to questions. Additional information regarding the content of the presentation will be provided to the selected finalists.

2.8 Award

Wake County reserves the right to award a contract, based on initial offers received from Proposers, without discussion and without conducting further negotiations. Under such circumstance, the acceptance of a proposal by the County shall be deemed to be an acceptance of an offer and that such acceptance will be binding upon both parties. The County may also, at its sole discretion, have discussions with those Proposers that it deems to fall within a competitive range. The County may enter into negotiations separately with such Proposers. Negotiations with a Proposer may continue with a Proposer that the County has tentatively selected to award a contract to. The County shall not be deemed to have finally selected a Proposer until a contract has been successfully negotiated and signed by both parties.

2.9 Non-disclosure of County Information

The Proposer and its agents shall treat all data and information gathered by the Proposer and its agents, including this RFP and all reports, recommendations, specifications, and data as confidential. The Proposer and its agents shall not disclose or communicate the aforesaid matters to a third party or use them in advertising, propaganda, and/or in another job or jobs, unless written consent is obtained from the County.



2.10 Retention of Proposer Material

Any and all information submitted in conjunction with this RFP and the evaluation process will not be returned to the respondent.



3 General Terms and Conditions

3.1 Certification

The Proposer hereby certifies that it has carefully examined this Request for Proposal and the Proposer certifies that it understands the scope of the work to be done and that the Proposer has knowledge and expertise to provide the scope of the work. By signature on the response to the RFP, the Proposer certifies that its proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud, so that all proposals for the purchase will result from free, open and competitive proposing among all vendors. Further, the Proposer certifies that it understands that collusive bidding/proposing is a violation of Federal law and can result in fines, prison sentences, and civil damage awards.

3.2 Conflict of Interest

By submission of a response, the Proposer agrees that at the time of submittal, it: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Proposer's services, or (2) will not benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" shall include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by Wake County. Proposers shall identify any interests, and the individuals involved, on separate paper with the response and shall understand that the County, in consultation with legal counsel, may reject their proposal.

3.3 Assignment

No assignment of the Proposer's obligations or the Proposer's right to receive payment hereunder shall be permitted without prior consent of the County. The Proposer may not sell, assign, transfer or convey the contract resulting from this RFP, in whole or in part, without the prior written approval from the County.

3.4 Indemnification

The Consultant will indemnify and hold the County harmless from any and all liability, expense, judgment, suit, or cause of action for personal injury, death, or direct damage to tangible property which may accrue against the County to the extent it is caused by the negligence of Consultant, its sub-consultants, or their employees or agents, while performing duties under this Agreement, provided that the County gives the Consultant prompt, written notice of any such claim or suit. The County shall cooperate with Consultant in its defense or settlement of such claim or suit. This section sets forth the full extent of the Consultant's general indemnification of the County from liabilities that are in any way related to Consultant's performance under this Agreement.



3.5 Independent Contractor

It is understood that in the performance of any services herein provided, the Proposer shall be, and is, an independent contractor, and is not an agent or employee of the County and shall furnish such services in its own manner and method, except as required by this contract. Further, the Proposer has, and shall retain the right to exercise full control over the employment, direction, compensation, and discharge of all persons employed by the Proposer in the performance of the services hereunder. The Proposer shall be solely responsible for, and shall indemnify, defend, and save the County harmless, from all matters relating to the payment of its employees, including compliance with Social Security, withholding, and all other wages, salaries, benefits, taxes, exactions, and regulations of any nature whatsoever.

3.6 Payment

Payment for the services rendered pursuant to the Agreement resulting from this RFP shall be made in amounts and at times set forth in the Agreement and shall be made upon receipt of original invoice(s) in accordance and in conformity with payment dates for bills and claims as established by the County. Prior to payment, the Consultant must submit an original dated itemized invoice of services rendered. (Photographs or facsimiles of invoices will not be accepted.) Any reimbursement for expenses as allowed in the Agreement that are included in the invoice(s) must be supported with attached original billings for such expenses.

3.7 Insurance

Proposers shall obtain, at their sole expense, all insurance required in the following paragraphs and shall not commence work until such insurance is in effect and certification thereof has been received by Wake County's Risk Manager. Workers' Compensation Insurance, with limits for Coverage A Statutory-State of North Carolina and Coverage B Employers Liability \$500,000 each accident, disease policy limit and disease Each Employee.

Commercial General Liability - Combined single limits of no less than \$1,000,000 each occurrence and \$2,000,000 aggregate. This insurance shall include Comprehensive Broad Form Coverage including contractual liability.

Commercial Automobile Liability, with limits of no less than \$500,000 Combined Single Limit for bodily injury and property damage. Evidence of commercial automobile coverage is only necessary if vehicles are used in the provision of services under this Agreement and/or are brought on a Wake County site.

Professional Liability (Errors and Omissions) with limits of no less than \$100,000 each occurrence and \$500,000 aggregate.

All insurance companies must be licensed in North Carolina and be acceptable to the County's Risk Manager. Insurance Policies, except Workers' Compensation, shall be endorsed (1) to show Wake County as additional insured, as their interests may appear and (2) to amend cancellation notice to 30 days, pursuant to North Carolina law.



Certificates of insurance shall be signed by a licensed North Carolina agent and be amended to show "thirty (30) days' notice of change or cancellation will be given to the Wake County Risk Manager by certified mail."

If an "ACCORD" Insurance Certificate is used, the words "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company" in the "cancellation" paragraph of the form shall be deleted.

Copies or originals of correspondence, certificates, endorsements or other items pertaining to insurance shall be sent to:

Wake County Risk Manager
Room 900 - WCOB
P. O. Box 550
Raleigh, NC 27602

If the Proposer does not meet the insurance requirements of the specifications, alternate insurance coverage satisfactory to Wake County may be considered.

3.8 Governing Law

This RFP and any contract resulting therefrom shall be governed by and construed according to the laws of the State of North Carolina. Should any portion of any contract be in conflict with the laws of the State of North Carolina, the State laws shall invalidate only that portion. The remaining portion of the contract(s) shall remain in effect.

3.9 Confidential Information/Public Records Law

The County assumes no responsibility for confidentiality of information offered in a proposal. The RFP does not intend to elicit proprietary information. However, if proprietary information is submitted as part of the proposal, the information is to be labeled as such. Proposals are not subject to public inspection until after the contract award. Wake County reserves the right to share any information submitted in response to this RFP or process with any person(s) or firm(s) involved in the review and evaluation process. **Proprietary or confidential information must be clearly labeled as such at the time of initial submission and to the extent provided by N.C.G.S. Chapter 132, will not be made available for public inspection. In the event that a request for inspection is made under public records law, the Proposer will be notified of the request and may participate in any subsequent civil action to compel disclosure of confidential information.**

3.10 Compliance with Laws and Regulations

Proposer must comply with all applicable State and Federal Laws. In the event any Governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this proposal prior to their delivery, it shall be the responsibility of the successful Proposer to notify Wake County at once, indicating in their letter the specific regulation which required such alterations. The County reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.



3.11 Acceptance

Submission of any proposal indicates a Proposer's acceptance of the conditions contained in this RFP unless clearly and specifically noted otherwise in the proposal.

Furthermore, the County is not bound to accept a proposal on the basis of lowest price, and further, the County has the sole discretion and reserves the right to cancel this RFP, and to reject any and all proposals, to waive any and all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the County's best interests to do so. The County reserves the right to accept or reject any or all of the items in the proposal, and to award the contract in whole or in part and/or negotiate any or all items with individual Proposers if it is deemed in the County's best interest. Moreover, the County reserves the right to make no selection if proposals are deemed to be outside the fiscal constraint or not in the best interest of the County.

3.12 Additional Services

The County reserves the right to negotiate additional services with the Consultant at any time after initial contract award.

3.13 E-Verify Requirements

To ensure compliance with the E-Verify requirements of the General Statutes of North Carolina, all contractors, including any subcontractors employed by the contractor(s), by submitting a bid, proposal or any other response, or by providing any material, equipment, supplies, services, etc, attest and affirm that they are aware and in full compliance with Article 2 of Chapter 64, (NCGS64-26(a)) relating to the E-Verify requirements.



4 Detailed Submittal Requirements

4.0 Proposal Format

Proposers shall prepare their proposals in accordance with the instructions outlined in this section. Each Proposer is required to submit the proposal in a sealed package. Proposals should be prepared as simply as possible and provide a straightforward, concise description of the Proposer’s capabilities to satisfy the requirements of the RFP. Utmost attention should be given to accuracy, completeness, and clarity of content. All parts, pages, figures, and tables should be numbered and clearly labeled. The proposal should be organized into the following major sections with tabs for each section:

PROPOSAL	
<u>SECTION</u>	
<u>TITLE</u>	
	Title Page
	Letter of Transmittal
	Table of Contents
1.0	Executive Summary
2.0	Scope of Services
3.0	Company Background and Relevant Experience
4.0	Client References for Similar Assignments
5.0	Cost Proposal and Consultant Team Man-hour Matrix

Instructions relative to each part of the response to this RFP are defined in the remainder of this section. Response information should be limited to pertinent information only. Marketing and sales type information is not to be included.

4.1 Executive Summary

(Proposal Section 1.0) This section of the response should be limited to a brief narrative summarizing the Proposer’s proposal. The executive summary shall, at a minimum, include an identification of the proposed project team, responsibilities of the project team, and a summary of the proposed services. This section should highlight aspects of the proposal that make it superior or unique in addressing the needs of the County. Please note that the executive summary should identify the primary engagement contact. Contact information should include a valid e-mail address, fax number, and a telephone number.

4.2 Scope of Services

(Proposal Section 2.0) This section of the response should include a general discussion of the Proposer’s overall understanding of the project and the scope of work proposed as outlined in Section 1.3.

As the County is seeking a Consultant that brings substantial expertise in fire service delivery and funding, the Proposer should outline a recommended approach, critical tasks and timeline



for achieving the County's objectives in Section 1.3 based on the Proposer's experience with organizations similar to the County and the basis for the approach.

The proposal should include a timeline that will have all work complete, including final written reports or presentations, by February 14, 2014. The responses should be specific and identify the anticipated role and level of effort required of the County at each stage of the process.

Proposers are encouraged to provide examples of services provided to their clients and the impact of those services. It is not necessary to name the client; however, it is necessary to provide specifics such as strategies used and subsequent impact/success.

4.3 Company Background and Consultant Team Relevant Experience

(Proposal Section 3.0) Each proposal must provide the following information about the submitting Proposer's company, so that the County can evaluate the Proposer's stability and ability to support the commitments set forth in response to the RFP. The County, at its option, may require a Proposer to provide additional support or clarify requested information.

4.3.1 Company Background

- How long the company has been in business. In what state(s) has the company worked?
- A brief description of the company size and organizational structure.
- How long the company has been providing services to clients similar to the County.
- Any material (including letters of support or endorsement from clients) indicative of the Proposer's capabilities.
- Identify any litigation or governmental or regulatory action pending against your organization that might have a bearing on your ability to provide services to the County.
- Describe your contractual relationships, if any, with other organizations that will provide services described in your proposal.

4.3.2 Consultant Team Experience

- Identify your proposed team indicating who is responsible for the key roles; provide an organizational chart showing lines of communication and levels of authority;
- Include the résumés of staff who will work on the engagement. If they are working on only certain portions of the project, please indicate this on their résumé;
- Given that the County will be evaluating several proposals, describe why you feel that your services, from a professional and technical perspective, are the best fit for the County environment. Describe the distinguishing features the County should know about your services and company.



4.3.3 Similar Consultant Engagements

- Provide a description of three engagements most similar to the one described in this RFP;
- Describe services provided and duration of assignment
- Indicate consultant team members who worked on the engagement
- Provide client reference information

4.4 Client References

(Proposal Section 4.0) The County considers references to be important in its decision to award a contract. Failure to provide this information will result in the proposal being considered non-responsive.

Please provide a comprehensive client listing with year(s) in which your firm provided services. Also provide at least three current clients who we may contact. References should be clients similar in size to the County. Please give their company name and mailing address, telephone, and email of the contact person.

	Reference #1	Reference #2	Reference #3
COMPANY			
Contact Name			
Contact Title			
Contact Phone			
Mailing Address			
Email			

4.5 Cost Proposal

(Proposal Section 5.0) Proposers should submit an estimate of project costs.

The County reserves the right to contact Proposers on cost and scope clarification at any time throughout the selection process and negotiation process. The County is asking Proposers to estimate costs for all categories with the understanding that they may have to make assumptions. Such assumptions should be stated. Items that should be included in this cost section include:



REQUEST FOR PROPOSALS: ANALYSIS OF DETENTION STAFFING, INMATE MEDICAL SERVICES, AND OPERATING AND MAINTENANCE COSTS FOR DETENTION FACILITIES

- Cost of Consultant Services (range of costs is acceptable provided variables are identified). Please state your fees for the key areas outlined in the Scope of Services. A format similar to chart below should be used for providing fee estimates. Fee estimates should provide a separate category for anticipated reimbursable expenses.
- Provide a matrix chart indicating consultant's staff, hours proposed, and hourly rates so that the County understands the method of assigning resources and projecting costs for this assignment.
- Provide your procedures for billing and collection of your fees. How do you reconcile the fee to the services received? Specify whether this is on a monthly, quarterly or as performed basis.
- Provide your policy for notification of a client when the fees may exceed the quote.
- Provide a listing of hourly rates by consultant team members which could be used as a basis for additional services.

Suggested format for provision of fee estimates:

Objective / Tasks	Estimated Hours	Estimated All-Inclusive Fee Range
Identification and Evaluation of Relevant Factors for Inclusion in a Cost Formula <ul style="list-style-type: none"> ▪ Task 1 ▪ Task 2, etc. 		
Development of a Funding Methodology as the Basis for Cost Share Agreements <ul style="list-style-type: none"> ▪ Task 1 ▪ Task 2, etc. 		
Benchmarking <ul style="list-style-type: none"> ▪ Task 1 ▪ Task 2, etc. 		

Proposers should consider the required timeline when developing the cost proposal to ensure adequate Proposer staff is available to complete the Scope of Services by February 14, 2014.



5 Background Information

5.1 Web Links for Information

<http://www.wakegov.com/fire> Wake County Fire Services information

<http://maps.raleighnc.gov/iMAPS/> Wake County iMaps

<http://www.wakegov.com/about/facts> Information about Wake County

<http://www.wakegov.com/budget/fy14> FY 2014 Adopted Budget information

<http://sogpubs.unc.edu/electronicversions/pdfs/lfb43.pdf> Overview of Funding Options for Fire Services in North Carolina (courtesy of Kara Millonzi from the UNC School of Government)

5.2 FY 2014 Fire Tax Department Appropriations

Current Cost Sharing Assumptions: Municipal and Non-profit Departments are shown in the table below. Full appropriation amounts for Departments in the Fire Service District may be found on page 339 of the FY 2014 Adopted Budget, available via the website included in section 5.1.

Cost Share Assumptions	County Share
Municipal Departments	
Apex	20.0%
Fuquay-Varina	47.0%
Holly Springs	22.0%
Morrisville	21.0%
Zebulon	50.0%
Not-for-profit Departments	
Garner	45.3%
Rolesville	82.0%
Wake Forest	22.9%

6 Evaluation Criteria

6.1 Selection Participants

The County has established a team of staff to oversee and work with the consultant on this engagement. This team of employees will be responsible for the evaluation and rating of the proposals and conducting interviews. After contract execution, they will be involved in reviewing consultant findings, recommendations, reports, and presentations.

6.2 Evaluation of Proposals

Responses will be evaluated based on the following criteria:

1. Compliance to the RFP requirements; quality, clarity and completeness of services proposed in relation the scope of work the response
2. Respondent's Proven, Knowledge, and Experience in:
 - Best practices and emerging trends in fire services;
 - The ability of the vendor to successfully deliver the proposed services;
 - Experience working with governmental entities;
 - Ability to understand and assess the unique needs of a fire services district with cost-share funding agreements;
 - Experience in developing fire services cost share/funding models;
 - Experience identifying and analyzing data relevant to fire service delivery for a given population and/or area; and
 - Knowledge, expertise and quality of key personnel in terms of education, work experience, and/or prior research. Adequacy of time commitments of key personnel.
3. Client References
 - Capability of the Proposer to undertake and support services as described by this Request for Proposals based on reputation and customer references regarding the Vendor's performance for organizations with needs similar to the County's, particularly in the government sector.
4. Cost effectiveness and value of proposal
5. Knowledge of Fire Services delivery particularly within the framework of a similar Fire Tax district model as exists in Wake County
6. Other criteria deemed appropriate by the County Project Team



7 Available Information

7.0 Available Information upon Request

An FTP site will be created as needed with additional information such as the Fire Tax model, tax base information, and other information if requested. Otherwise, information may be provided via email. Please contact Mark Matthews at 919-856-5487 or mark.matthews@wakegov.com for additional information.

COUNTY OF WAKE
Fire Tax Cost Share RFP
Forced Choice Factor Weighting Analysis
Evaluation Team Worksheet

Rank	Evaluation Criteria		WEIGHT							Concepts to Operations		ECSI												
	Base weight of "1"	plus actual weight	RAW	FINAL	RAW	FINAL	RAW	FINAL	RAW	FINAL	RAW	FINAL												
	A = 7	B = 10	C = 1	D = 4	E = 14	F = 13	G = 13	H = 13	I = 13	J = 13	K = 13	L = 13												
A	#1	Compliance to RFP requirements																						
B	#2	Respondent's knowledge/experience																						
C	#3	Client references																						
D	#4	Cost effectiveness																						
E	#5	Knowledge of fire tax district framework																						
F	#6	Proposed process/approach																						
		TOTALS	49	76	171																			

Notes: 1. Relative weight assigned to each Evaluation Criteria is based on the Team's comparison of each criteria against all others using the following values:

- 1 = Disagreement among Team
- 2 = Majority of Team in Agreement
- 3 = Almost Unanimous Agreement

A point value of one is included as the initial basic weight for all Evaluation Criteria prior to beginning the analysis.

2. Proposals are rated by evaluating each proposal against the RFP requirements using the above Evaluation Criteria. Raw score resulting from this evaluation is based on the following scale:

- 1 Poor
- 2 Below expectations
- 3 Meets expectations

107
10:
1
110

Wake County
North Carolina

RFP # 13-095
Cost Share Funding and
Service Delivery Study Proposal

*Closing: October 24, 2013
3pm Local Time*



25200 SW Parkway Ave. Suite 3 | Wilsonville | Oregon | 97070 | www.esci.us | 800-757-3724 | info@esci.us



Emergency Services Consulting
International

www.esci.us • info@esci.us • 800.757.3724

Letter of Transmittal

October 24, 2013

Tom Wester
Wake County Procurement Services
Wake County Justice Center, 2nd Floor, Rm 2900
301 S. McDowell Street
Raleigh, NC 27601

RE: Cost Share Funding and Service Delivery Study

Dear Mr. Wester,

Emergency Services Consulting International (ESCI) is pleased to submit the following proposal to conduct the Cost Share Funding and Service Delivery Study for Wake County, North Carolina. We recognize the importance of this project and appreciate your consideration of our proposal.

ESCI has completed numerous fire department and emergency service studies utilizing our highly qualified staff. ESCI has a working knowledge and understanding of contemporary fire service and EMS organizations and the complexity of current delivery systems, as well as our ability to utilize advanced analytical technology and methodology to ensure accurate observations and recommendations.

We have developed a scope of work that addresses the outlined aspects of the Request for Proposal. The phases defined in our scope will analyze the fire departments throughout the county and utilize service delivery models to help generate recommendations and strategies in order to increase efficiency while remaining cost effective.

Kent Greene, ESCI's Senior Vice President, will be the Project Manager and leading the Cost Share Funding and Service Delivery of Wake County. Kent has put together a project team that will provide the knowledge, support, and expertise that will contribute to the successful completion of this project.

We appreciate your consideration of our proposal and look forward to working with Wake County in this important endeavor. If you have any questions, please do not hesitate to contact Kent at 704.660.8027 or me at 800.757.3724.

Sincerely,

Cynthia K. March
Chief Operations Officer

Corporate Office
25200 SW Parkway Avenue
Suite 3
Wilsonville, OR 97070
Phone: 503.570.7778
Fax: 503.570.0522

Eastern Region
111 Kilson Drive
Suite 208
Mooresville, NC 28117
Phone: 704.660.8027

National Capital Region
4025 Fair Ridge Drive
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Fax: 703.273.9363



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1.0 Executive Summary

1.0.1 Project Understanding

ESCI understands that Wake County, North Carolina seeks a third party consultant to conduct a Cost Share Funding and Service Delivery Study of the Wake County Fire Tax District. As proposed, this study will begin with a project initiation phase that includes the development of a work plan in collaboration with Wake County. This phase will also help to establish working relationships, make logistical arrangements, determine an appropriate line of communications, and finalize contractual arrangements. ESCI will request pertinent information and data from the organization's assigned project manager. This data will be used extensively in the analysis and development of the study documents. The ESCI project team will conduct a site visit in the community for the purpose of conducting interviews with, and gathering information from, key personnel. From these interviews, ESCI will obtain additional perspective on operational, economic, and policy issues facing the community. In addition, the project team will learn more about availability of data necessary to meet projected goals.

The initial phase of the study focuses on a baseline assessment of the current organizational conditions of the organization. ESCI will conduct a limited organizational review of the service area based on the elements included in the following tasks. The purpose of this evaluation is to create a benchmark against which the options for future funding and service delivery can be measured. ESCI will use the completed baseline assessment to identify optimum future funding models. In addition to the fiscal state evaluation of each agency and the current cost share formulas, ESCI will present various funding alternatives to assist the region in the sharing of the cost of providing emergency services to the tax district and describe the advantages and disadvantages of each.

ESCI will develop and produce a draft version of the written report plus an electronic copy for review by the client and client representatives. Client feedback is a critical part of this project and adequate opportunity will be provided for review and discussion of the draft report prior to finalization. ESCI will complete any necessary revisions of the draft and produce a bound, final version of the written report, along with an electronic version in .pdf file format. A formal presentation of the project report will be made by ESCI project team member(s) to a joint meeting of the community leaders and/or organizations included in this study.

At the conclusion of Phases I, II and III, and at the option of the client, ESCI staff will facilitate a community public input meeting intended to provide information and gather input from members of the general public, community organizations, and neighborhood associations in order to assess public sentiment toward potential future system changes.

Methodology

ESCI's methodology reflects our understanding of your expectations and our experience in working with fire protection agencies in communities of similar size and character throughout North America. Key elements of ESCI's methodology include:

- A clear understanding of the project background, goals and objectives, and the complex issues that must be addressed.



- A comprehensive, well designed, and practical work plan that provides opportunities for stakeholder input.
- The utilization of the latest web-based communications technology, computer modeling, and geographic information systems (GIS).
- The commitment of sufficient professional resources and an ability to complete the project successfully meeting or exceeding the outlined scope and deliverables within the desired period at a reasonable cost.
- The production of a written report that provides systematic observation, analysis, and recommendations for all components and organizational systems.

ESCI's project methodology is augmented by the utilization of web-based communication technology. Utilizing Microsoft SharePoint®, ESCI will create a secure project website that enables the client and project team members to collaborate and communicate throughout nearly every phase of the project. If a client has broadband capability, ESCI can conduct virtual meetings via web conferencing software. This capability allows the project team to display and review documents, maps, and illustrations in real-time, and provides the client with the opportunity to give immediate feedback to the project team. In addition to creating a more efficient work environment, the client benefits from lower travel costs by eliminating on-site reviews of draft documents.

ESCI employs ArcMap®, the most widely used product among local governments for GIS. ESCI performs statistical and analytical analysis of current and projected service demands, response time performance analysis, workload analysis, station location, and travel time modeling utilizing additional tools such as *Network Analyst*, *3D Analyst*, and *Spatial Analyst*. These tools, along with the considerable expertise of our consultants and staff, allow for the most advanced analysis available within the public safety field.

ESCI has established a model for analyzing the performance of fire companies both by means of conventional data analysis (temporal and workload analysis), as well as through the use of GIS (geographic analysis by fire management zone). Our analysis techniques primarily involve the use of geocoded CAD (computer-aided dispatch) data or NFIRS (National Fire Incident Reporting System) records, along with travel time modeling.

ESCI's use of these products is intended to facilitate the ability of our clients or their GIS divisions to continue with the processes of performance analysis and projection after ESCI completes its study, in most cases without the need for purchasing or learning new software platforms. When the study is completed, ESCI provides the data sets and all ArcMap® feature data that were used or developed during the study to the client for future use.

Effective Project Coordination and Management

During engagement, all work progress is measured against a work plan, timetable, budget, and deliverables. During the project, team members confer frequently to discuss progress as well as new or unanticipated issues. Our project management methodology ensures that services and activities are efficiently conducted and are focused, coordinated, and logical. All project team members are available for the duration of the project.

The selection and experience of the project manager is important to the success of this project. ESCI is offering in Kent Greene a project manager who will:

- Assist in the development and coordination of a project work plan.



-
- Have the ability to work closely with Wake County's representatives.
 - Facilitate project team meetings to share project findings and ideas.
 - Provide direction based on experience in similar situations and knowledge of the County's capabilities and requirements.

The contact information for Kent Greene is as follows:

- Email: kent.greene@esci.us
- Fax number: 704.559.5916
- Telephone number: 704.660.8027

In addition to your project manager, project oversight is provided by Jack Snook, ESCI president and professional with over 44 years of private and public sector experience. The team is also accompanied by David Phares, a project associate who will assist at various points in the study. Consultant team member responsibilities, biography snippets, and full resumes can be found in sections 3.2 and 4.0 of this proposal.



2.0 Scope of Services

The following phases and tasks will be completed to produce the final report and recommendations. This methodology has been developed specifically for this project based on our understanding of your expectations. ESCI will utilize approaches, tools, and techniques proven through experience to provide the kind and quality of information needed to make objective, informed decisions.

The evaluation and analysis of data and other information will be based on local standards, National Fire Protection Association (NFPA) standards, Insurance Services Office (ISO) schedules, Commission on Fire Accreditation International (CFAI)¹ self-assessment criteria, health and safety requirements, federal and state mandates relative to emergency services, and general accepted best practices within emergency services.

The proposed methods, procedures, and anticipated deliverable items of this project have been organized into phases. Each project phase is described in detail below and on the following pages.

Phase I: Project Initiation

Task 1-A: Project Initiation & Development of Work Plan

ESCI will meet with project liaisons to gain a comprehensive understanding of the backgrounds, goals, and expectations for the project. ESCI's project manager will develop and refine a proposed work plan that will guide the project team. This work plan will be developed identifying:

- Primary tasks to be performed
- Person(s) responsible for each task
- Time table for each objective to be completed
- Method of evaluating results
- Resources to be utilized
- Possible obstacles or problem areas associated with the accomplishment of each task

This meeting will also help to establish working relationships, make logistical arrangements, determine an appropriate line of communications, and finalize contractual arrangements.

Task 1-B: Acquisition & Review of Background Information

ESCI will request pertinent information and data from the organization's assigned project manager. This data will be used extensively in the analysis and development of the study documents. The data and information relevant to this project will include, but not be limited to, the following:

- Past or current emergency service studies or research
- Local census and demographics data
- Zoning maps and zoning codes
- Financial data, including debt information, long-range financial plans and projections
- Current service delivery objectives and targets for each community
- Facilities and apparatus inventories
- Automatic and mutual aid agreements

¹ The CFAI organization is now a subsection of the Center for Public Safety Excellence (CPSE) but maintains its prime function of accrediting fire agencies.



- Records management data, including National Fire Incident Reporting System (NFIRS) incident data
- Computer-Aided Dispatch (CAD) incident records
- Local Geographic Information Systems (GIS) data, where available

Task 1-C: Stakeholder Input

The ESCI project team will conduct a site visit in the community for the purpose of conducting interviews with, and gathering information from, key personnel including:

- Elected or appointed officials
- Fire services managers and other key staff
- Finance function managers
- Fire Commission members
- Others as they may contribute to this project

From these interviews, ESCI will obtain additional perspective on operational, economic, and policy issues facing the community. In addition, the project team will learn more about availability of data necessary to meet projected goals.

Phase II: Baseline Agency Evaluation

The initial phase of the study focuses on a baseline assessment of the current organizational conditions of the organization. ESCI will conduct a limited organizational review of the service area based on the elements included in the following tasks. The purpose of this evaluation is to create a benchmark against which the options for future funding and service delivery can be measured.

Task 2-A: Organization Overview

An overview of each department and community will be developed discussing:

- Service area population and demographics
- History, formation, and general description of the fire agencies
- Description of the current service delivery infrastructure
- Operating budget, funding, fees, taxation, and financial resources
- Existing cost share formulas and their advantages and disadvantages

Task 2-B: Service Delivery and Performance

ESCI will review and make observations in areas specifically involved in, or affecting, service levels and performance of the departments in order to best determine future funding models. Areas to be reviewed shall include, but not necessarily be limited to:

- Demand Study
 - Analysis of current service demand by incident type and temporal variation for each individual organization
 - Analysis and geographic display of current service demand density within the overall study area
- Distribution Study
 - Overview of the current facility and apparatus deployment strategy, analyzed through Geographical Information Systems software, with identification of service gaps and redundancies. This distribution study will be conducted for the study area as a whole,



with all existing facilities included in the analysis.

- Performance Summary
 - Analysis of actual system response time performance, analyzed by individual companies (to the extent data is available). Performance analysis will be conducted for each jurisdiction individually and for the study area as a whole.

Phase III: Fiscal Analysis and Future Funding Models

ESCI will use the completed baseline assessment above to identify optimum future funding models.

Budget modeling is used to measure the effects of the proposed change(s). Funding mechanisms are identified and comprehensive financial outcomes are provided for each consolidation strategy offered.

- Review and analyze department budgets and revenues
- Review separate budgets
- Develop projected consolidated funding models extending to a minimum of five years

ESCI will provide the client with a comparison of other cost share models for organizations service similar populations, demographics and geographies both within and outside North Carolina. These services may include, but not limited to:

- Mecklenburg County
- Guilford County
- Greenville County, SC
- Fairfax County, VA
- Montgomery County, MD
- Fulton County, GA
- Gwinnett County, GA
- Shelby County, TN
- Pinellas County, FL
- Duval County, FL

In addition to the fiscal state evaluation of each agency and the current cost share formulas, ESCI will present various funding alternatives to assist the region in the sharing of the cost of providing emergency services to the tax district and describe the advantages and disadvantages of each. Presented alternatives will include, but not necessarily be limited to, the following:

- Cost allocation based on:
 - Area
 - Assessed value
 - Deployment
 - Service demand
 - Fixed rate
 - Population
 - Multiple variables



Phase IV: Development, Review, and Delivery of Project Report

Task 4-A: Development and Review of Draft Project Report

ESCI will develop and produce three copies of a draft version of the written report plus an electronic copy for review by the client and client representatives. Client feedback is a critical part of this project and adequate opportunity will be provided for review and discussion of the draft report prior to finalization. The report will include:

- Detailed narrative analysis of each report component structured in easy-to-read sections and accompanied by explanatory support to encourage understanding by both staff and civilian readers
- Supportive charts, graphs, and diagrams, where appropriate
- Supportive maps, utilizing GIS analysis as necessary

Task 4-B: Delivery and Presentation of Final Project Report

ESCI will complete any necessary revisions of the draft and produce five copies of the bound, final version of the written report, along with an electronic version in .pdf file format.

A formal presentation of the project report will be made by ESCI project team member(s) to a joint meeting of the community leaders and/or organizations included in this study. The presentation will include the following:

- A summary of the nature of the report, the methods of analysis, the primary findings, and critical recommendations
- Supportive audio-visual presentation
- Review and explanation of primary supportive charts, graphs, diagrams, and maps, where appropriate
- Opportunity for questions and answers, as needed
- All presentation materials, files, graphics, and written material will be provided to the client at the conclusion of the presentation(s)

Optional: Public Input Meetings

At the conclusion of Phases I, II and III, and at the option of the client, ESCI staff will facilitate a community public input meeting intended to provide information and gather input from members of the general public, community organizations, and neighborhood associations. In order to assess public sentiment toward potential future system changes, discussions will center on the following issues:

- Customer perception of emergency services
- Desired level of service
- Expectations of cost of services delivered
- General input

The project team will prepare survey instruments, questionnaires, and forms to be used during the community meeting. Professional graphics and a presentation of study objectives will be used to increase customers' understanding of their role in the process. The results of the assessment of current resources, projections of future demand and risk, and the fire service costs and existing funding sources will be summarized, presented and discussed in the public input meeting. Data and input gathered from the meeting will be summarized within the study, as well as during meetings with internal stakeholders.



ESCI will provide facilitation staff for the public meeting, but will expect the client to assist with logistics, scheduling, meeting locations, and public advertising.

2.0.1 Assumptions

This scope of work is developed on the premise that the necessary information to adequately assess the Wake County’s current and potential future state is readily available and in a form, which facilitates external analysis. This contemporary information includes but is not limited to financial records, service demand data, GIS shape files, and other records and data necessary to conduct a thorough external analysis. ESCI assumes Wake County and allied agencies will fully cooperate in this study and will provide the requested data without cost and in a timely manner. If any of these assumptions are found not to be the case causing significant delay or excessive effort on ESCI’s part to gather or recreate data, ESCI will immediately notify Wake County and discuss appropriate remedies. Such delays or excessive effort beyond ESCI’s control may result in additional effort performed on a time and materials basis over and above the mutually agreed contracted amount.

2.1 Timeline

ESCI offers the following project timeline, which is subject to change based upon mutual agreement of Wake County and ESCI during the project work plan development. ESCI anticipates the Cost Share Funding and Service Delivery will take approximately 120 days to complete.

<i>Wake County, North Carolina Cost Share Funding and Service Delivery Study</i>				
	November	December	January	February
Phase I: Project Initiation	█			
Phase II: Baseline Agency Evaluation	█	█		
Phase III: Fiscal Analysis and Future Funding			█	
Phase IV: Development and Review of Draft		█	█	
Phase IV: Delivery and Presentation of Report				█
Option: Public Input Meeting				█

Slippage of the timeline may occur if requested background information is not available to ESCI within two to four weeks of the request. Additionally, slippage may occur if the review of the Report Draft requires more than 14 days for examination and input, or significant revisions of the draft report are made. Availability of written status reports and oral reports to Wake County creates an effective flow of communications and information sharing process. This process assures the report, findings, and recommendations are anticipated, not a surprise; and supports the issues, concerns, and progress, discussed and presented by ESCI during the life of the project.



3.0 Company Background

3.0.1 ESCI Capabilities

Emergency Services Consulting International (ESCI) is an international firm providing specialized, high quality, professional fire, police, communications, and EMS consulting services to organizations throughout the United States and Canada. ESCI has been meeting the needs of emergency services agencies since 1976 and is considered by many to be the nation’s leader in emergency services consulting. Utilizing a staff of six personnel and over 40 field consultants nationwide, ESCI provides consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial community.

ESCI is recognized as an expert in the field by the emergency service community. This is confirmed by our ongoing relationship with the International Association of Fire Chiefs (IAFC), the United States Department of Defense, the Western Fire Chiefs Association, the National Fallen Firefighters Foundation, the National Volunteer Fire Council, and the hundreds of clients we serve from coast to coast.

Since the beginning, ESCI has operated on the principles of honesty, integrity, and service. ESCI’s philosophy is to maintain an active involvement within the emergency service disciplines and related fields, staying ahead of the rapid changes and issues facing our clients.

The mission of ESCI is to **improve public safety by facilitating the best, most advanced policy decisions.**

...facilitating the best, most advanced policy decisions

We will accomplish this by providing the highest value of consulting services and educational programs. ESCI utilizes a team of professionals committed to offering highly beneficial programs covering current and anticipated fire, police, communications, emergency management, and emergency medical services issues and needs.

We provide a wide array of services including organization audits and evaluations; cooperative effort and consolidation; health and safety evaluations; master, strategic, and growth management plans; deployment planning; hazard mitigation planning; executive searches; assessment centers; and customized consulting. ESCI has helped improve emergency services in hundreds of communities throughout the country. Our innovative training programs are improving the way organizations and people work.

ESCI encourages creative solutions to complex system dilemmas. The firm recognizes the cultural, economic, operational, legal, and political realities of the local environment. ESCI avoids pre-conceived biases in order to develop and implement imaginative and long-lasting solutions. In addition, ESCI equips its clients with the background, understanding, and confidence to tackle future problems as they arise.

All of ESCI’s field associates are active practitioners in their respective fields, with many involved in highly visible and responsible national leadership positions in law enforcement and fire/rescue services.

ESCI at a Glance

- Mission: Improve public safety by facilitating the best, most advanced policy decisions
- Established in 1976
- Headquartered in Wilsonville, Oregon; with branch offices in Mooresville, North Carolina; and Fairfax, Virginia
- Extensive fire and EMS consulting throughout the US and Canada
- Six employees, over 40 expert field consultants



We understand your issues, challenges, responsibilities, and offer proven methods to improve your effectiveness.

To better serve our clients, ESCI maintains three regional offices. Contact information for each office and a complete organization chart follows.

3.0.2 ESCI Offices

Corporate Headquarters

Jack W. Snook, President
Cindy March, Chief Operations Officer
25200 SW Parkway Avenue, Suite 3
Wilsonville, OR 97070
Phone: 800.757.3724
Fax: 503.570.0522
Email: cindy.march@ESCI.us

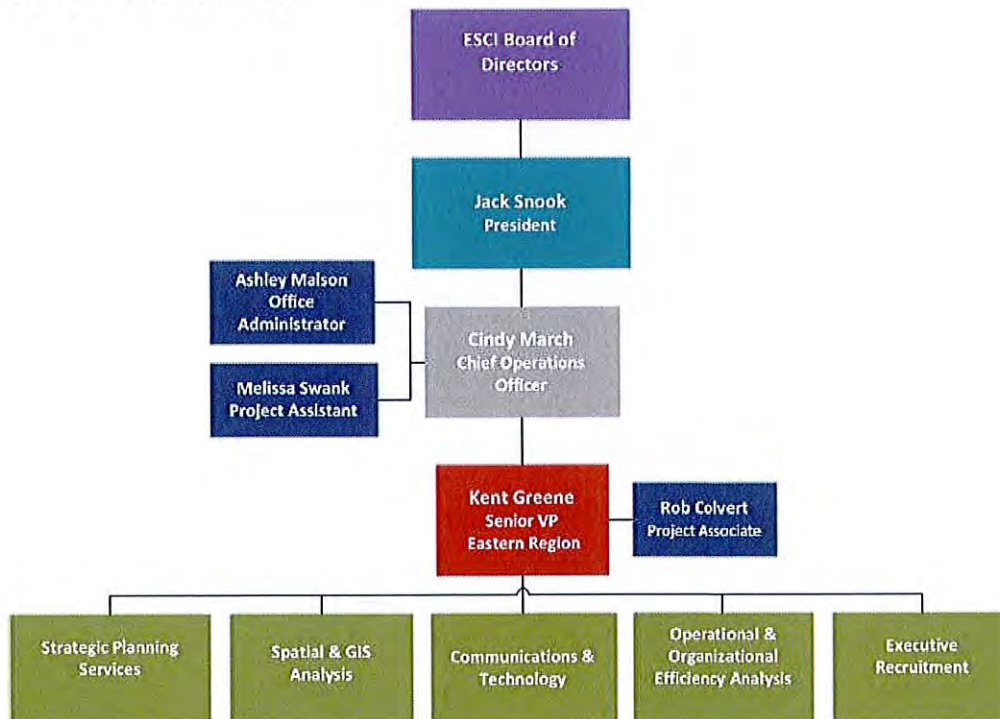
Eastern Region Office

Kent Greene, Senior Vice President
111 Kilson Drive, Suite 208
Mooresville, NC 28117
Phone: 704.660.8027
Email: kent.greene@ESCI.us

National Capital Region Office

Tommy Hicks
4025 Fair Ridge Drive
Fairfax, VA 22033
Phone: 703.273.0911
Fax: 703.273.9363
Email: tommy.hicks@ESCI.us

3.0.3 ESCI Organizational Chart





3.1 Relevant Experience – The ESCI Advantage

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable the Fire Districts to meet the challenges of providing fire protection and emergency medical services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for the Fire District's decision makers. The *ESCI Advantage* includes:

- A clear understanding and appreciation of the complexity of the local and regional environment in North Carolina. Some previous clients and projects in North Carolina include:
 - Guilford County, North Carolina (Fire Service Evaluation and Emergency Services Master Plan)
 - New Hanover County, North Carolina (Regional Fire Protection and Cooperative Efforts Feasibility Study)
 - Greensboro Area Fire Agencies, North Carolina (Fire Protection Evaluation and Customer Centered Strategic Plan)
- Over 35 years of public safety consulting experience; the successful completion of hundreds of consulting engagements. Some recent projects involving Cost Share Funding and Service Delivery include the following:
 - Florence County, South Carolina
 - Eugene/Springfield, Oregon
 - Ferndale/Hazel Park, Michigan
 - Hernando County, Florida
 - Summit/Milburn, New Jersey
 - San Diego County (North Zone), California
- The ability to deliver a high quality product on time and with organizational support and endorsement.
- Knowledge of contemporary issues associated with delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, state government, and the U.S. Department of Defense.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your expectations.



3.2 Consultant Team

ESCI will assign the following staff and associate consultants to the Cost Share Funding and Service Delivery Study. All team members will be available for the duration of the project.

Team Member	Responsibilities
Jack Snook, Project Oversight	Project oversight; time as required for support to Project Manager and the client's Project Manager.
Kent Greene, Project Manager	Project Manager/Client Liaison; responsible for the content and quality of the project and will ensure that the project is accomplished on schedule and within budget.
David Phares, Project Associate	Responsible for aiding the Project Manager in the evaluation of current conditions.



Jack W. Snook, President – Project Oversight

Mr. Snook has been with the company since 1976. He brings with him over 44 years of private and public sector experience at multiple levels. His formal education includes a Master's degree in Public Administration, a Bachelor of Science degree in Fire Administration, and an Associates of Arts degree in Fire Science. His career ranges from being the chief executive officer of a city and corporation to being the chief and administrator of one of the nation's 80 largest fire departments. He has been looked upon as a national leader in the fire service for many years.

Mr. Snook has extensive experience in providing consulting services to clients throughout the world. Areas of expertise include management and organization reviews, cooperative service and consolidation, strategic planning, program evaluations, and risk assessment. In 1991, he signed an exclusive contract with the International Association of Fire Chiefs (IAFC) to present all of their cooperative effort workshops nationwide. He is the co-author of the book entitled *Making the Pieces Fit, Through Cooperative Effort*. The publication is the recommended reference book by the IAFC and the International City/County Managers Association (ICMA). He has served as the project manager for over 200 projects throughout North America. Mr. Snook specializes in large regional fire service providers and Metro fire departments.

Recent assignments and/or appointments would include facilitator of the National Fallen Firefighters Foundation national summit to reduce line of duty deaths in America; moderator of the nation's first symposium to bring healthcare officials and the fire service together to develop a model program to reduce healthcare facility deaths and injuries; facilitator of a national roundtable to discuss emerging codes; and facilitator of the International Association of Fire Chiefs strategic plan (two years). Mr. Snook has key-noted over seventy-five conferences and conventions and has spoken at over 200 events.

Educational Background

- Masters Degree in Public Administration
- BS Degree in Fire Administration
- A/A Degree in Fire Science
- Fire Services Administration Institute graduate
- California Fire Officers' Academy graduate

Professional Experience

- President, Emergency Services Consulting International – 1996 to present
- President, Management Development Institute – 1976-1995
- Nine years Fire Chief of Tualatin Valley Fire and Rescue (OR)
- Four years Fire Chief of Lake Oswego (OR)
- 13 years Jackson County (OR) Fire District No. 3 (Firefighter to Deputy Chief)

Relative Experience

- City Councilman and Mayor – Central Point (OR) 1972-1978
- Fire Science Coordinator – Rogue Community College
- Adjunct Faculty Member – U.S. National Fire Academy
- International Association of Fire Chiefs – member, committee chair



- Western Fire Chiefs' Association – member
- Oregon Fire Chiefs' Association – member
- Metro Fire Chiefs' Association – member
- St. Mary's Home For Boys – Board of Directors (1994-2000)
- Oregon Donor Program – Board of Directors (2000-2005)

Associated Professional Accomplishments

- President Ronald Reagan – Letter of Commendation (Volunteerism)
- Lifetime Achievement Award – Oregon Fire Chiefs Association 2005
- IAFC – 1994 World Convention – Keynote speaker
- Oregon/ICS Taskforce – Past Chairman
- Contributing Author in *Managing the Fire Service Today*, ICMA
- Guest speaker and lecturer in 39 states and several foreign countries
- NFPA – Professional Standards Committee
- International Association of Fire Chiefs, Prof. Dev. Committee – past chairman
- International Association of Fire Chiefs – editorial committee
- Oregon Fire Standards and Accreditation – author, consultant
- Oregon Intergovernmental Services Bureau – advisory board
- Life Safety 2000 Committee Chairman – State of Oregon
- IAFC International Conference – Program Chairman (1986, 1987, 1988, 1989)
- Golden Trumpet Award – (one of seven recipients in OR's history) 1994
- Silver Trumpet Award – (one of three in OR's history, civilian contribution) 2001
- Listed in *Who's Who in the West*
- Author of several books and training video tape series

Summary of Projects

Cooperative Effort Feasibility Studies

Foster City and San Mateo, CA
Honolulu (City and County), HI
Kootenai County and Post Falls, ID
Riverside and Lyons Fire Depts., IL
Cities of Scituate, Hingham, Hull Norwell and
Cohasset, MA

Jackson County Fire Dist. No. 3,
Jackson County F.D. No. 4, Lake Creek,
and the City of Central Point, OR
Lincoln County, OR
Clark County Fire Dist. No 5,
City of Vancouver Fire Dept., WA

Agency Evaluations

Littleton Fire Department, CO
Foster City, CA
San Mateo, CA
South Metro Fire Department, CO
Riverside Fire Department, IL
Lyons Fire Department, IL
Greenwood Fire Department, IN
Fallon Fire Department, NV
Evans Valley Fire Department, OR
Hermiston, OR

Highlands Ranch Metropolitan District, CO
Hull, MA
Norwell, MA
Cohasset, MA
Reedy Creek Fire Department (Disney World), FL
St. Helens Fire Protection District, OR
Scappoose Fire Departments, OR
Benton County Fire Department No. 4, WA
King County Fire Department No. 16, WA
Thurston County Fire Department No. 3, WA



Cowlitz County Fire District #2, WA
Enumclaw, WA

Scituate, MA
Hingham, MA

Deployment Plans

Orange County Fire Authority, CA

Kansas City Fire Department, MO

Strategic Plans

Orange County Fire Authority, CA
International Association of Fire Chiefs
New England Association of Fire Chiefs, MA
Kansas City Fire Department, MO
Tualatin Valley Fire & Rescue, OR
Oregon Fire Chief's Association
Oregon Fire District Directors Association
Washington Firefighters Association
Oregon Volunteer Firefighters Association

Enumclaw, WA
Reedy Creek Fire Department (Disney World), FL
Clark County Fire District 6, WA
Newberg Fire Department, OR
St. Helens Fire Protection District, OR
Scappoose Fire Departments, OR
King County Fire Department No. 16, WA
Thurston County Fire Department No. 3, WA
Cowlitz County Fire District #2, WA

Dispatch Services

Department of Defense, HI

Executive Search

Reedy Creek Fire Department (Disney World), FL
Clackamas County Fire District No. 1, OR
Eugene Fire Department, OR
Houston Fire Department, TX

Boring Fire District, OR
St. Helens Fire Department, OR
Frankford Fire Department, IL

Miscellaneous Reports/Facilitations

Reserve Program Review
International summits on healthcare reform and the fire service
Emerging codes in the fire service for the IAFC
Development Fire Safety 2000 Plan for the State of Oregon



Kent Greene, Senior Vice President – Project Manager

Mr. Greene has been involved in emergency services for over 19 years. He served as the Emergency Services Director for Rockingham County and as Training Officer for Catawba County EMS, both in North Carolina. His areas of oversight have included 9-1-1 Communications, emergency management administration, and EMS operations and training.

He is a graduate magna cum laude from Lenoir-Rhyne College with a Bachelor of Science degree, and Jacksonville State University with a Master of Public Administration degree with a concentration in Emergency Management. His experience began as a volunteer firefighter and has evolved into service as an emergency medical services paramedic and Field Training Officer in metropolitan Charlotte, North Carolina.

Mr. Greene is also a Level II Emergency Management Coordinator in North Carolina and has served as the Central Region Representative for the North Carolina Association of Emergency Medical Services Administrators. Earlier in his career, Kent served in the United States Air Force and has field experience as a paramedic and firefighter.

Educational Background

- Master of Public Administration – Emergency Management concentration, Jacksonville State University
- Bachelor of Science – Pre-Medical Science/Chemistry, Lenoir-Rhyne College

Professional Experience

- Senior Vice President, Emergency Services Consulting International
- Senior Consultant, Emergency Services Consulting International
- Director, Rockingham County Emergency Services
- Field Training Officer, Mecklenburg EMS Agency
- Training Officer, Catawba County EMS
- EMT-Paramedic, Catawba County EMS
- Site Developer/Engineering Assistant, US Air Force Reserve
- Firefighter/Aerial Operator, Hickory Fire Department
- Rescue Technician, Hickory Rescue Squad
- Munitions Crew Chief, US Air Force
- Volunteer Firefighter, Patterson Fire Department

Relative Experience

- North Carolina Emergency Management Coordinator – Level II
- Emergency Medical Technician – Paramedic and Instructor
- Critical Care Emergency Medical Transport – Paramedic
- Emergency Medical Dispatcher
- National EMS Management Association
- National Emergency Management Association



Professional Accomplishments

- Central Regional Representative/Board of Directors, NC Association of EMS Administrators 2003/2004
- Regional Faculty for NC ACLS and PALS
- National Faculty for NC Emergency Cardiovascular Care in ACLS (1997)
- Academic Projects:
 - Mass Fatalities in the Gujarat, India Earthquake of January 2001
 - Political Adaptation in Emergency Services
 - Disaster Recovery Planning
 - The Local Effects of Administrative Law
 - The Health Insurance Portability and Accountability Act of 1996 and Its Effects on the Response to a Bioterrorism Event

Additional Coursework

- Emergency Program Manager Course
- Emergency Preparedness USA Course
- Managing Emergency Operations Course
- The EOC Role in Community Preparedness, Response and Recovery
- Introduction to Mitigation Course
- Basic Public Information Officer Course
- Hazardous Weather/Flood Preparedness Course
- Emergency Management Planning Course
- Inland Hurricane Planning Course
- Terrorism, Preparedness & Public Health Course

Summary of Projects

Cooperative Services Feasibility

Greater St. Louis County, MO

Liberty County, GA

Summit Township of Millburn, NJ

Bemidji, MN

Benson, MN

Carlton, MN

Mound/Minnitrista/St. Bonifacius, MN

Stillwater/Lake Elmo/Mahtomedi, MN

Westshore Council of Governments, OH

Shaker Heights/University Heights, OH

Hibbing, MN

Stevens County, MN

Hernando County, FL

Central Cumberland County, PA

Town and Village of Cohocton, Town and Village
of Wayland, Atlanta-North Cohocton Fire
District, NY

Ferndale/Hazel Park, MI

New Hanover County, NC

University City, MO

North Hennepin County, MN

Ramsey, MN

Hamel/Loretto, MN

Columbia Heights, MN

EMS Master Plans

Collier County, FL

Citrus County, FL

Portage County/Stevens Point, WI

Avon Lake, OH

Pasco County, FL

Douglas County Fire District No. 2, OR

Boise, ID

Lewiston, ID



Fire and EMS Evaluations and Master Plans

Malta, NY	Red Wing, MN
Joshua, TX	Liberty County, GA
Fort Lupton, CO	Deptford Fire District, NJ
Tinley Park, IL	Temple, TX
Delta Township, MI	Central Cumberland County, PA
Hialeah, FL	Owensboro, KY
Guilford County, NC	Madison, OH
Alachua County, FL	Franklin Township Fire District 1, NJ
Minneapolis, MN	St. Albert, AB
Strathcona, AB	South Metro, MN

Fire and EMS Evaluations

Albion, NY	Southbury, CT
St. Albert, AB, CAN	Harpwell, ME
Washington Terrace, UT	McKinney Fire Department, TX
Bangor, ME	Brookhaven, NY
Danville, VA	Weirton, WV
Hillsborough County, FL	Westwood, MA

Staffing/Resource Deployment and Station Location

Bainbridge Township, OH	Whatcom County Fire District No. 14, WA
Danville, OH	Douglas County Fire District #2, OR
Hialeah, FL	Matlacha/Pine Island Fire Protect. Dist., FL
Brook Park, OH	West St. Louis County, MO
Fort Lauderdale, FL	Barnstable, MA

Emergency Operations Plan

Sitka, AK
Sisters-Camp Sherman, OR

Strategic Plan

Clayton, MO	Brookline, MA
Red Wing, MN	Cloquet, MN
Kansas City, MO	Washington Township, OH

Standards of Cover

Boise, ID	St. Albert, AB
Maplewood, MO	

Executive Recruitment

Boone County, MO	Sherrills Ford Terrell Fire Rescue, NC
Winslow Township Fire District, NJ	

Miscellaneous

West County, MO – Insurance Services Office Review
Missoula, MT – Regional Fire Protection Plan
Dauphin County Gaming Advisory Board, PA – Capital Equipment Study



David Phares, Associate Consultant

Mr. Phares has been with the company since 2013. He brings with him over 17 years of private and public sector experience. His formal education includes a Master's degree in Geography with a specialization in Geographic Information Systems (GIS) and a Bachelor's degree in Political Science. He has had a very diverse career in GIS, which has allowed him to become proficient in many facets of the mapping industry.

Some of the areas in which Mr. Phares has developed expertise include project management, being a liaison to decision makers throughout Lake County regarding GIS initiatives, providing GIS Department finance administration, implementing and conducting training courses for cutting-edge aerial photography software and providing GIS support at major first-responder incidents.

Other areas of experience include the day-to-day duties of a GIS department such as providing services to clients like ad-hoc mapping, helping customers solve software and website problems, and performing the basic tasks of data maintenance, quality control, and metadata.

Another strong trait Mr. Phares brings to this position is interaction with outside agencies in using GIS to solve problems and complete projects. From fire departments, police departments and hazmat teams to health departments, board of elections, local school districts and Local Township and city officials, he has dealt with a wide range of projects and a wide range of people.

Educational Background

- Master's Degree in Geography
- Bachelor's Degree in Political Science

Professional Experience

- GIS Specialist, Lake County, Ohio – 2000-to-present
- Mapping Editor, Kucera International Inc. – 1998-2000
- Cartographic Technician, Cuyahoga Valley National Park – 1997-1998

Professional Affiliations

- Member of Urban and Regional Information Systems (URISA) Ohio Chapter 2011-2012
- Member of GIS Users of Northern Ohio since 2001
- Member of Geographic Information Systems Certification Institute (GISCI) Review Committee since 2011
- Member of Board of Zoning Appeals, City of Willowick, Ohio since 2007

Summary of Projects

Fire and EMS Evaluations and Master Plans

Franklin Township Fire District 1, NJ

Fire and EMS Evaluations

Westwood, MA



40 Client References

Florence County, South Carolina	
Project: Regional Master Plan and Cooperative Services Feasibility Completed: May 2013	Contact: Suzanne S. King, Admin. Serv. Director 180 N Irby Street, MSC-G Florence, SC 29501 Phone: 843-665-3035 Email: sking@florenceco.org
Project Description: Emergency Services Consulting International (ESCI) was engaged by the Florence County (SC) Council to evaluate the current emergency medical services (EMS) delivery system and to provide policymakers with guidance in regards to staffing, scheduling, and deployment of EMS resources. While the primary objective of this project was to evaluate the staffing and scheduling component of the EMS delivery system, it was necessary to conduct a cursory review of the organizations involved in delivery of EMS in order to determine how to proceed into the future. This review included an evaluation of the governance and lines of authority currently in place and then moved directly into service delivery, the most important component of any EMS system.	

Guilford County, North Carolina	
Project: Fire Service Evaluation and Emergency Services Master Plan Completed: November 2011	Contact: Alan Purdue, Emergency Svc. Director Guilford County 1002 Meadowood Street Greensboro, NC 27409 Phone: 336-641-7565
Project Description: ESCI was engaged by Guilford County to conduct a comprehensive evaluation of each fire department serving areas within the county as well as provide policymakers with valuable information that could be used in making decisions about future service delivery. ESCI evaluated each fire department within the county as well as outside department who provide service inside the county. ESCI took a regional approach in this project and provided the county with recommendations for enhanced cooperative efforts between the various fire departments to provide increased efficiency and future cost reductions.	

Dauphin County, PA	
Project: Review of Fire and Emergency Services Resources Completed: April 2011	Contact: Scott Burford, Deputy Chief Clerk Dauphin County P.O. Box 1295 Harrisburg, PA 17108 Phone: 717-780-6307
Project Description: ESCI was engaged by the Dauphin County Gaming Advisory Board in Harrisburg, PA to evaluate the fire and emergency resources within Dauphin County. The purpose of the evaluation was to provide analysis and information to assist the Gaming Advisory Board in grant funding allocation to the various emergency service organizations. A total of 42 agencies participated in this study. ESCI assessed each participant's organizational structure, performance and capital assets including facilities and major apparatus. The Gaming Advisory Board was provided an inclusive written report identifying replacement or improvement priorities relating to 48 fire or rescue stations and 148 pieces of apparatus.	



New Hanover County, North Carolina	
Project: Regional Fire Protection Master Plan and Cooperative Effort Feasibility Study	Contact: Donnie Hall, Fire Chief 230 Government Center Drive Suite 130 Wilmington, NC 28403
Completed: June 2009	Phone: 352-540-6235
Project Description: New Hanover County engaged ESCI to conduct an evaluation of all county fire and emergency services with the intention of developing a regional master plan and evaluating the feasibility of enhancing cooperative efforts between the agencies. ESCI provided a thorough assessment of the participating agencies; providing recommendations for short and mid-term improvements to current service delivery; identifying growth forecasts for local population, risk factors, and demand for emergency services; developing strategies for improvements to the deployment of facilities, apparatus, and staffing that would be necessary to maintain or achieve the target levels of performance; and presenting an evaluation of feasible organizational, governance, or operational changes involving various cooperative efforts.	



5.0 Cost Proposal

Emergency Services Consulting International is pleased to present the following formal cost proposal for the project outlined in the Scope of Work.

ESCI Not to Exceed: **\$23,323, inclusive of expenses**

Phase	Consulting Fees	Expenses	Total
Phase I: Project Initiation	\$4,225.00	\$803.00	\$5,028.00
Phase II: Baseline Agency Evaluation	6,750.00	--	6,750.00
Phase III: Fiscal Analysis and Future Funding Models	3,900.00	--	3,900.00
Phase IV: Development, Review, Delivery of Report and Final Presentation	4,875.00	446.00	5,321.00
Optional: Public Input Meeting	1,950.00	373.00	2,323.00
Total Cost for Project (Phases I – IV), Not to Exceed			\$23,323.00

Estimated Hourly Rates

Team Member	Rate**
Project Oversight	\$175.00
Project Manager	\$162.50
Project Team Members	\$137.50

***Rates are provided for illustrative purposes only. ESCI project team members are routinely compensated on a task-completion basis.*

Proposed Payment Schedule

- 10% payment due upon contract signing.
- Monthly invoicing thereafter as work progresses.

Information relative to cost quotation

- Bid quotation is valid for 90 days.
- ESCI Federal Employer Identification Number - 23-2826074.
- ESCI will receive full cooperation from person(s) representing Wake County.
- While engaged in the project, ESCI will report to a single point of contact.
- When requested, and in a timely manner, the client representative will provide to the ESCI project manager, data, information, and materials required for the completion of the objectives outlined in the detailed work plans submitted in this proposal.
- ESCI shall perform any additional work on a time and materials basis as requested in writing by the client at a negotiated hourly rate.
- To achieve the scope of services requested by the client, ESCI offers the use of web-based technology to review documents, maps, and project drafts. Microsoft SharePoint® is utilized extensively to create a collaborative virtual workplace in which the client and project team can exchange information. Another benefit of this technology is reduced travel expenses.



Appendix

Disclosures and Practices

Conflict of Interest Statement

ESCI has neither directly nor indirectly entered into any agreement, participated in any collusion or collusion activity, or otherwise taken any action which in any way restricts or restrains the competitive nature of this solicitation including but not limited to the prior discussion of terms, conditions, pricing or other offer parameters required by this solicitation.

ESCI is not presently suspended or otherwise prohibited by any government from participation in this solicitation or any other contracting to follow thereafter.

Neither ESCI nor anyone associated with ESCI has any potential conflict of interest because of or due to any other clients, contracts, or property interests in this solicitation or the resulting project.

In the event that a conflict of interest is identified in the provision of services, ESCI will immediately notify the client in writing.

Insurance

ESCI is insured in excess of \$2,000,000. Insurance certificates will be provided upon award of contract.

Litigation

ESCI has no past and/or pending litigation or unresolved lawsuits.

Employment Practices

ESCI is an equal opportunity employer. The company is guided by recognized industry standards, policies, and procedures. ESCI offers a wide range of employee benefits and ongoing training opportunities that has enabled ESCI to attract and retain quality consultants who are recognized as experts in emergency service organization, management, and service delivery. ESCI will not refuse to hire, discharge, promote, demote, or otherwise discriminate in matters of compensation against any person otherwise qualified, because of age, race, creed, color, sex, national origin, ancestry, or handicap.



Select Clientele, 2008 – 2012 (most recent five years)

Client	Project
Alachua County, FL	Master Plan
Alameda County, CA	Strategic Plan
Albemarle County, VA	Officer Development Program
Albion, NY	Fire Services and EMS Review
Albuquerque, NM	Communication Center Opportunities for Excellence, Master Plan
Anacortes, WA	Fire/EMS Deployment Analysis and Cooperative Services Feasibility (Three departments)
Anne Arundel County, MD	Fire Protection Strategic Plan
APCO Canada, Ottawa, ON	Effective Practices for Public Safety Communications Centres
Arvada Fire District, CO	Fire Department Master Plan, Feasibility Study, SOC
Astoria, OR	Internal Review
Avon Lake, IL	Emergency Services Master Plan
Avon Lake, OH	Cooperative Agreement/Consolidation
Bainbridge Township, OH	Facilities/Deployment Study Deployment/Staffing Update
Bangor, ME	Fire Services Performance Management Review
Barnstable FD, MA	Facility Location Study
Bay Village, OH	Fire/EMS Evaluation
Belgrade, MT	Fire Services Study
Bellevue, ID	Fire Protection Evaluation/ Cooperative Study with Wood River Fire District/City of Hailey
Belton, TX	Station Location
Bemidji, MN	Feasibility Study
Berger ABAM Engineering, OR	Fire Service Delivery Analysis
Blue Springs, MO	EMS Evaluation
Boise, ID	EMS Master Plan, Standards of Cover
Boone County, MO	Executive Search
Bozeman, MT	Fire Protection Master Plan
Brook Park, OH	Emergency Services Facility Study
Brookhaven, NY	Fire District Dissolution Study, Financial Analysis
Brookline, MA	Technology Integration Consulting
Burbank, CA	Fire Department Comprehensive Review
Caldwell, ID	Feasibility Study



Client	Project
Canon City, CO	Strategic Plan
Carlisle, PA	Deployment Analysis
Cascade Locks, OR	Revenue Cost Analysis
Central Jackson County/Lotawana, MO	Evaluation and Cooperative Feasibility Study
Central Kitsap Fire/Rescue, WA	Cooperative Effort Feasibility Study (Three departments), Executive Search, Operations Plan, Management Audit
Central Lane Communications, Eugene, OR	Operational Assessment
Central Valley Ambulance Authority, WA	Executive Recruitment
Central Valley Fire District, MT	Station Location Analysis
Chaffee County, CO	Cooperative Efforts Feasibility Study
Charleston, SC	Executive Recruitment
Chino Valley Independent Fire District, CA	Standards of Cover
Chula Vista, CA	Fire Department Master Plan, Master Plan Addendum, and Advanced Life Support System Evaluation, Deployment Analysis, Feasibility Study, Review of EMS planning
Clackamas Fire District #1, OR	Strategic Plan
Clark County Fire Dist. 5/City of Vancouver, WA	Annexation Feasibility Study
Clayton, MO	Fire Services Evaluation, Consolidation Study
Cloquet Area Fire District, MN	Strategic Plan
Cohocton, NY	EMS Consolidation Feasibility Study
Columbia 911 Communication District, OR	Executive Search
Corcoran, MN	RFP Support Services
Corvallis Police Department	Regional Communications Consolidation
Costa Mesa, CA	Fire Station and Deployment Study, Response Time Modeling
Cowlitz County Fire District #2, WA	Strategic Plan and Management Audit, Feasibility Study
Curry County Health District, OR	Community Attitude Survey
Danville, VA	EMS Agency Evaluation, Station Location Analysis
Dauphin County, PA	Comprehensive Emergency Services Study
Davidson, NC	Station Location
Delta Township, MI	Fire and EMS Services Master Plan
Deptford Fire District, NJ	Fire Services Evaluation and Master Plan
East Pierce Fire and Rescue, WA	Capital Facilities Consulting, Executive Search
Estacada Fire District, OR	Volunteer Recruitment/Retention Strategic Plan



Client	Project
Eugene/Springfield, OR	Cooperative Effort Feasibility Study, Evaluation of Police Dispatch
Evans, CO	Fire and Emergency Services Study
Fairview Park, OH	Fire/EMS Evaluation
Ferndale – Michigan Muni, MI	Cooperative Efforts Feasibility
Florence County, SC	Agency Evaluation and EMS Master Plan
Fontana, CA	Fire Service Financing Study
Fort Lupton Fire Protection District, CO	Fire Protection Evaluation and Master Plan
Franklin Township Fire District No. 1, NJ	Fire/EMS Evaluation & Master Plan
Fulton County Emergency Communications Center, GA	Evaluation; Work Plan Guide; Strategic Plan; Impact Report, Interim Management Work Plan
Gladstone, OR	Focused Management Evaluation
Goodyear, AZ	Fire/Police Master Plan
Grand Junction, CO	Station Location Study
Great Sisters Area, OR	Regional Emergency Operations Plan
Greater St. Louis County, MO	Cooperative Effort Feasibility Study (Five Fire Departments)
Gresham, OR	Community Attitude Survey
Groton, CT	Survey of Fire Staffing Services
Guilford County, NC	Comprehensive Emergency Services Study
Hailey, ID	Fire Protection Evaluation/ Cooperative Services Study with Wood River Fire District/City of Bellevue
Hamel-Lorretto, MN	Cooperative Efforts Feasibility
Hermiston Fire & EMS, OR	Executive Recruitment - Fire Chief; Cooperative Services Feasibility Study
Hernando County, FL	Regional Emergency Services Master Plan and Cooperative Services Feasibility Study
Hialeah, FL	Master Plan, Standards of Cover
Highlands Ranch Metropolitan District, CO	Emergency Services Options Analysis
Hillsboro, OR	Executive Recruitment - Fire Chief
Hillsborough County, FL	Performance Audit
Honolulu Fire Department, HI	Merger Feasibility Study – EMS and Fire
Houston, TX	Executive Recruitment
Imperial County, CA	Master Plan
Jackson County Fire District #3, OR	Executive Recruitment, Agency Evaluation
Joshua, TX	Fire Department Master Plan
Kannapolis, NC	Standards of Cover Analysis



Client	Project
Kansas City, MO	Integration Analysis: EMS Computer Aided Dispatch and Record Management System, Strategic Integration
King County FD 20, WA	Executive Recruitment
Kirkland, WA	Agency Evaluation and Strategic Plan
Kootenai County, ID	EMS Master Plan
La Pine Rural Fire District, OR	Executive Search
Lafayette, OR	Cooperative Services Feasibility
Lakewood, OH	Fire/EMS Evaluation
Lane County Fire Department #1, OR	Executive Recruitment - Fire Chief, Comprehensive Background Investigation
Larkspur Fire Protection District, CO	Fire and Emergency Services Master Plan, Fiscal Analysis
Lewis and Clark County and City of Helena, MT	Fire Department Evaluation and Master Plan
Lewiston, ID	EMS Master Plan
Liberty County, GA	Fire and Emergency Services Master Plan
Lincoln County, OR	Cooperative Services Feasibility Study
Madison Fire District, OH	Evaluation and Master Plan
Malta, NY	Fire Department Evaluation and Master Plan
Maplewood, MO	Fire Services Evaluation, Administrative and Support Functions, Consolidation Study, Standards of Cover
McKinney, TX	Fire Department Operational Review
McNulty People's Utility District, OR	Community Attitude Survey
Medford, OR	Master Plan
Meridian, ID	Fire Department Strategic Plan
Mid-Columbia Fire and Rescue	Executive Recruitment
Minneapolis, MN	Agency Evaluation and Master Plan
Minnetrissa, MN	Shared Services Feasibility Study, Police Feasibility Study
Monterey Park, CA	Fire Service Analysis
Mound, MN	Shared Law Enforcement Services Feasibility Study
Mountain Vista, AZ	GIS Travel Time Mapping
Multnomah County, OR	Emergency Management Program Evaluation
New Hanover County, NC	Regional Emergency Services Master Plan & Cooperative Services Feasibility Study
North Hennepin County, MN	Shared Services Study
North Kitsap Fire and Rescue, WA	Cooperative Efforts Feasibility Study
North Olmsted, OH	Fire/EMS Evaluation
North Ridgeville, OH	Fire/EMS Evaluation



Client	Project
North Suburban 9-1-1 Center Des Plaines, IL	Quality Dispatch Solutions Communications Study
Northern Lakes Fire Protection District, ID	Validation of Perceived Needs, Service Contract Development
Northshore, WA	Agency Evaluation, Cooperative Efforts
Novato Fire Protection District, CA	Standards of Cover
Olivette, MO	Fire Services Evaluation, Consolidation Study
Orange, CA	Fire Station Location Study
Orange County Fire Authority, CA	Strategic Plan, Standards of Cover
Orland Fire Protection District, IL	Fire/EMS Evaluation and Master Plan
Overland Park, KS	Evaluation
Owensboro, KY	Operational Audit, Evaluation
Pacifica, CA	Fire Protection Services Evaluation
Palatine Rural FPD, IL	Strategic Plan Facilitation
Parkersburg, WV	Master Plan
Phoenix, AZ	Feasibility Study
Port Ludlow, WA	Strategic Plan, Master Plan, Member Survey
Port of Portland, OR	Communications Center Staffing Study
Poulsbo, WA	Cooperative Efforts Feasibility Study
RED Center, Northbrook, IL	Master Plan
Regional Emergency Dispatch Center, Northbrook, IL	Operational Review/Comprehensive Plan
Reno Fire, NV	Evaluation/Strategic Plan, Standards of Cover
Rifle, Burning Mtns, Glenwood Springs, CO	Cooperative Services, Management Consulting
Richmond Heights, MO	Fire Services Evaluation, Consolidation Study
Rio Blanco County, CO	Master Plan and EMS Director Recruitment
Rocky River, OH	Fire/EMS Evaluation
Roseburg, OR	Station Location
Salem, OR	Strategic Plan, Annual Standards of Cover
San Diego County, North Zone, CA	Fire Department Evaluation and Regionalization Study (10 Departments)
San Jose, CA	Assessment
Sandy, OR	Strategic Plan and Administrative Support Plus
Scio Rural Fire Protection District, OR	Administrative Support Consultation
Shaker Heights, OH	Cooperative Efforts Feasibility Study
Sherrill's Ford – Terrell Fire and Rescue	Executive Recruitment



Client	Project
Siskiyou LAFCO, CA	Municipal Service Review
Sisters/Camp Sherman, OR	Emergency Operations Plan, Training Exercises
Sitka, AK	Review and Update of Emergency Operations Plan
Siuslaw Valley Fire and Rescue, OR	Community Attitude Survey, Incident Review Report
Skagit County EMS Commission, WA	EMS Levy Recommendations and Comprehensive Management Plan
Snohomish County District #3, WA	Station Location Study
Snohomish County District #15, WA	Agency Evaluation, Member Survey
Solano LAFCO, CA	Municipal Service Review
Sonoma County, CA	Rural Fire Service Review
South Adams County, CO	Master Plan
South East Thurston Fire Authority	Strategic Plan, Fiscal Analysis, Executive Coaching
South Lane Fire and Rescue District, OR	Executive Search for Fire Chief
South Metro/Parker Fire, CO	Cooperative Services Feasibility Study, Strategic Plan, Evaluation
Southbury, CT	Needs Assessment Study
Spokane, WA	Annual Standards of Cover and Deployment Plan and Executive Search
Spokane County Fire District No. 13, WA	Organizational Review, Executive Search
Spokane Fire District #10, WA	Executive Search Deputy Chief
St. Albert, AB	Fire Protection Evaluation and Master Plan, Standards of Cover, Fire Services Review
St. Charles, IL	Fire Station Location and Deployment Study, Concurrent Call Report
St. Cloud, MN	Fire/EMS Evaluation and Strategic Plan
Stanislaus LAFCO, CA	Municipal Service Review
Stillwater, MN	Fire Protection Evaluation
Strathcona, Alberta, Canada	Emergency Services Master Plan
Summit, NJ	Shared Services Feasibility Study
Teton County and Jackson, WY	Fire/EMS Master Plan
Tinley Park, IL	Fire and EMS Services Master Plan
Tri-Cities Ambulance, IL	EMS Services and Funding Study
Truckee Meadows Fire Protection District, NV	Regional Standard of Cover
University City, MO	Consolidation Study
Valley Center Fire Protection District, CA	GAP Analysis
Vancouver, WA	SOC and Deployment Plan
Victoria, BC	Training Program Review



Client	Project
Wakiakum Community Foundation, WA	Fire and Emergency Needs Assessment
Walla Walla, WA	Staffing and Deployment Analysis
Washington Terrance, UT	Capital Improvement Plan
Washington Township, OH	Strategic Plan Facilitation
Washoe County, NV	Evaluation/Strategic Plan, Master Plan Recommendation Facilitation, Deployment Study
Weirton, WV	Agency Evaluation
West County EMS & FPD, MO	Deployment Analysis & ISO Review, Strategic Plan
West Metro Fire and Rescue, CO	Strategic Plan Implementation
Westlake, OH	Fire/EMS Evaluation
Westport, WA	Master Plan
Whatcom County Fire District No. 14, WA	Fire and EMS Capital Facilities Analysis, Critique of Environment Impact Statement
Wheat Ridge Fire Protection District, CO	Executive Search
Wood River Fire District, ID	Fire Protection Evaluation/ Cooperative Services Study with the Cities of Belleview and Hailey
Worland Fire Protection District #1, WY	Executive Recruitment - Fire Chief
Yakima, WA	RFA Fiscal Analysis
Yokota Air Base, Japan	Operational Assessment and Facility Design Review, 9-1-1 Center Design

Item Title:

Fire Tax Financial Report

Specific Action Requested:

That the Fire Commission receives the Financial Report.

Item Summary:

Attachments:

Reports

FY 2014 WAKE COUNTY FIRE TAX DISTRICT OPERATING FINANCIAL REPORT (As of November 7, 2013)

Appropriation: 5120N2500 Fire Tax District - System

Unit: F250 Fire Tax District System

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget	Comments
T127 NC DMV Taxes	0.00	0.00	70,789.01	0.00	70,789.01	70,789.01	(70,789.01)	NA	NA
T128 Refunds of NC DMV Taxes	0.00	0.00	46.93	0.00	46.93	46.93	(46.93)	NA	NA
T200 Special District Taxes	20,712,000.00	20,712,000.00	6,007,641.44	0.00	6,007,641.44	6,007,641.44	14,704,358.56	29%	NA
N140 Market vs Cost Investment Difference	0.00	0.00	16,041.99	0.00	16,041.99	16,041.99	(16,041.99)	NA	NA
N150 Interest Income/Pool Funds	15,000.00	15,000.00	3,592.56	0.00	3,592.56	3,592.56	11,407.44	24%	NA
A370 Appropriated Fund Balance	0.00	34,995.00	0.00	0.00	0.00	0.00	34,995.00	0%	0%
Total Revenues	20,727,000	20,761,995	6,098,112	0	6,098,112	6,098,112	14,663,883	29%	
Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget	Comments
2406 CONTRACTED SERVICES	0.00	34,995.00	2,760.00	42,235.00	2,760.00	44,995.00	(10,000.00)	129%	Fire Training Center Evaluation
3127 OFFICE SUPPLIES	0.00	0.00	179.97	0.00	179.97	179.97	(179.97)	NA	NA
3134 OTHER SUPPLIES AND MATERIALS	0.00	0.00	1,968.50	0.00	1,968.50	1,968.50	(1,968.50)	NA	NA
3601 ELECTRICITY	0.00	0.00	4,987.22	0.00	4,987.22	4,987.22	(4,987.22)	NA	NA
3606 OTHER UTILITIES	12,500.00	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0%	0%
3617 DISPATCH SERVICE	182,289.00	182,289.00	0.00	170,054.00	0.00	170,054.00	12,235.00	93%	0%
3714 MAINTENANCE AND REPAIR OF EQUIPMENT	17,665.00	17,665.00	3,763.03	0.00	3,763.03	3,763.03	13,901.97	21%	0%
4208 CITY OF RALEIGH HAZMAT PROGRAM	89,789.00	89,789.00	0.00	89,788.66	0.00	89,788.66	0.34	100%	0%
4224 NC DEPT OF NRCD - FORESTRY	67,362.00	67,362.00	15,883.74	51,478.26	15,883.74	67,362.00	0.00	100%	0%
4428 MISC CHARGES FROM OTHER DEPT/DIV	360,918.00	360,918.00	0.00	0.00	0.00	0.00	360,918.00	0%	0%
4446 800mhz charges from other dept	125,075.00	125,075.00	62,537.38	0.00	62,537.38	62,537.38	62,537.62	50%	0%
4447 CAD charges from other dept	8,663.00	8,663.00	4,604.76	0.00	4,604.76	4,604.76	4,058.24	53%	0%
8104 CONTINGENCY	76,492.00	76,492.00	0.00	0.00	0.00	0.00	76,492.00	0%	0%
9103 TRANSFER TO CIP CO CONSTRUCTION FUND	1,350,000.00	1,350,000.00	1,350,000.00	0.00	1,350,000.00	1,350,000.00	0.00	100%	0%
9109 TRANSFER TO D/S FROM TAX DISTRICT FUND	1,224,000.00	1,224,000.00	0.00	0.00	0.00	0.00	1,224,000.00	0%	0%
Total Expenditures	3,514,753	3,549,748	1,446,685	353,556	1,446,685	1,800,241	1,749,507	51%	
Subtotal Unit: F250									
Total Revenues	20,727,000	20,761,995	6,098,112		6,098,112	6,098,112	14,663,883	29.4	
Total Expenditures	3,514,753	3,549,748	1,446,685	353,556	1,446,685	1,800,241	1,749,507	40.8	

FY 2014 WAKE COUNTY FIRE TAX DISTRICT OPERATING FINANCIAL REPORT (As of November 7, 2013)

Department: 51 Fire and Emergency Management

Unit	Unit Name	Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
F251	Apex FD	2406	707,525	707,525	294,802	412,549	294,802	707,351	174	41.67
F252	Bayleaf FD	2406	1,535,189	1,535,189	656,836	878,353	656,836	1,535,189	0	42.79
F253	Cary FD	2406	70,000	70,000	0	0	0	0	70,000	0.00
F254	Durham Highway FD	2406	745,314	745,314	310,548	434,767	310,548	745,314	0	41.67
F255	Eastern Wake FD	2406	1,638,034	1,638,034	634,962	998,109	634,962	1,633,070	4,964	38.76
F256	Fairview FD	2406	1,141,926	1,141,926	475,803	666,124	475,803	1,141,926	0	41.67
F258	Fuquay Varina FD	2406	1,389,098	1,389,098	578,791	810,307	578,791	1,389,098	0	41.67
F259	Garner FD	2406	1,650,766	1,650,766	687,819	962,946	687,819	1,650,765	1	41.67
F260	Holly Springs FD	2406	422,737	422,737	176,141	246,597	176,141	422,738	(1)	41.67
F261	Hopkins FD	2406	722,842	722,842	301,184	421,658	301,184	722,842	0	41.67
F262	Morrisville FD	2406	794,122	794,122	330,884	463,238	330,884	794,122	0	41.67
F264	Rolesville FD	2406	559,803	559,803	233,251	0	233,251	233,251	326,552	41.67
F265	Stony Hill FD	2406	1,007,648	1,007,648	419,853	587,795	419,853	1,007,648	0	41.67
F266	Swift Creek FD	2406	486,939	486,939	184,141	257,798	184,141	441,939	45,000	37.82
F267	Wake-New Hope FD	2406	1,095,054	1,095,054	456,273	0	456,273	456,273	638,782	41.67
F268	Wake Forest FD	2406	699,366	699,366	291,403	0	291,403	291,403	407,964	41.67
F269	Wendell FD	2406	1,445,902	1,445,902	648,430	797,472	648,430	1,445,902	0	44.85
F270	Western Wake FD	2406	566,089	566,089	235,870	330,219	235,870	566,089	0	41.67
F271	Zebulon FD	2406	533,893	533,893	222,455	311,438	222,455	533,893	0	41.67

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WAKE COUNTY
CIP Projects Budget vs. Actual (Including Pending Exp)
For Fiscal Year(s) 2007 to 2014
From FP: 200712 To FP: 201405

Fund: 4400 Fire CIP

Department 84 Fire And Rescue CIP

Division 8420 Fire Facilities

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)	Notes
020F	Fire-Bayleaf #1	8400P0100	\$3,948,513.09	\$3,948,513.09	\$0.00	\$3,948,513.09	\$3,620,476.14	\$199,174.76		\$3,819,650.90	\$128,862.19	\$128,862.19	
026F	Stony Hill Remediation	8420V0100	\$784,348.00	\$784,348.00	\$0.00	\$784,348.00	\$530,825.87	\$24,631.13		\$555,457.00	\$228,891.00	\$228,891.00	
050F	Wendell Falls Station, Fire Tax Portion	8420V0100	\$350,000.00	\$350,000.00	\$0.00	\$350,000.00	\$2,200.00	(\$0.00)		\$2,200.00	\$347,800.00	\$347,800.00	
057F	Fire Planned Facility Repairs	8420V0100	\$591,230.95	\$591,230.95	\$0.00	\$591,230.95	\$277,167.91	\$57,878.00		\$335,045.91	\$256,185.04	\$256,185.04	
Total Division 8420 Fire Facilities			\$5,674,092.04	\$5,674,092.04	\$0.00	\$5,674,092.04	\$4,430,669.92	\$281,683.89		\$4,712,353.81	\$961,738.23	\$961,738.23	

Division 8430 Fire Fighting Equipment

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)	Notes
041F	CONTINGENCIES & GRANT MATCHES	8400P0100	\$131,603.00	\$131,603.00	\$0.00	\$131,603.00	\$108,608.54	\$0.00		\$108,608.54	\$22,994.46	\$22,994.46	
044F	TURNOUT GEAR	8430V0300	\$1,638,000.00	\$1,638,000.00	\$0.00	\$1,638,000.00	\$1,096,616.66	\$0.00		\$1,096,616.66	\$551,383.34	\$551,383.34	
060F	Fire 800MHZ - Omnilink Upgrade	8430V0300	\$259,000.00	\$259,000.00	\$0.00	\$259,000.00	\$259,000.00	\$0.00		\$259,000.00	\$0.00	\$0.00	Current funding expended. Additional appropriation may be needed for next phase.
061F	Fire Air Bottle Replacement	8430V0300	\$206,000.00	\$206,000.00	\$0.00	\$206,000.00	\$0.00	\$0.00		\$0.00	\$206,000.00	\$206,000.00	
062F	Fire Detrillators	8430V0300	\$116,000.00	\$116,000.00	\$0.00	\$116,000.00	\$90,820.22	\$3,211.88		\$83,832.10	\$32,167.90	\$32,167.90	
063F	Fire Thermal Imaging Cameras	8430V0300	\$362,000.00	\$362,000.00	\$0.00	\$362,000.00	\$151,488.41	\$0.00		\$151,488.41	\$210,511.59	\$210,511.59	
066F	Fire SCBA's	8430V0300	\$661,000.00	\$661,000.00	\$0.00	\$661,000.00	\$204,411.53	\$0.00		\$204,411.53	\$456,588.47	\$456,588.47	
070F	Fire Small Capital - FY14	8430V0300	\$150,000.00	\$150,000.00	\$0.00	\$150,000.00	\$28,212.38	\$0.00		\$28,212.38	\$121,787.62	\$121,787.62	
Total Division 8430 Fire Fighting Equipment			\$3,523,603.00	\$3,523,603.00	\$0.00	\$3,523,603.00	\$1,918,955.74	\$3,211.88		\$1,922,167.62	\$1,601,435.38	\$1,601,435.38	

Division 8440 Fire Apparatus

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)	Notes
054F	General Fire Apparatus	8440V0100	\$89,186.82	\$89,186.82	\$0.00	\$89,186.82	\$1,356.00	\$0.00		\$1,356.00	\$87,830.82	\$87,830.82	
056F	Fire Small Vehicles	8440V0100	\$329,371.04	\$335,243.98	(\$5,872.04)	\$329,371.04	\$174,378.75	\$3,500.00	\$18,117.91	\$195,996.66	\$133,374.38	\$139,246.42	
067F	FY13 Large Apparatus - Rural	8440V0100	\$1,012,675.00	\$1,012,674.64	\$0.36	\$1,012,675.00	\$919,770.28	\$0.00		\$919,770.28	\$92,904.72	\$92,904.36	Project will be closed, and savings will be moved to uncommitted fund balance.
068F	FY13 Large Apparatus - Municipal	8440V0100	\$229,897.78	\$229,897.78	\$0.00	\$229,897.78	\$149,420.46	\$80,477.32		\$229,897.78	\$0.00	\$0.00	To be closed out upon completion of payment for Morrisville rescue vehicle.
080F	FY14 Large Apparatus - Municipal	8440V0100	\$345,000.00	\$345,000.00	\$0.00	\$345,000.00	\$0.00	\$0.00		\$0.00	\$345,000.00	\$345,000.00	
Total Division 8440 Fire Apparatus			\$2,006,130.64	\$2,012,002.32	(\$5,871.68)	\$2,006,130.64	\$1,244,925.49	\$83,977.32	\$18,117.91	\$1,347,020.72	\$659,109.92	\$664,981.60	

Division 8499 Fire Capital Uncommitted

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over)/ Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)	Notes
098F	Garner Station #4 Intercal Agreement	8490V0100	\$90,000.00	\$61,000.00	\$29,000.00	\$90,000.00	\$0.00	\$0.00		\$0.00	\$90,000.00	\$61,000.00	
099F	Fire Capital Uncommitted	8490V0100	\$266,000.00	\$2,177,582.04	(\$1,911,582.04)	\$266,000.00	\$266,000.00	\$0.00		\$0.00	\$266,000.00	\$2,177,582.04	
Total Division 8499 Fire Capital Uncommitted			\$356,000.00	\$2,238,582.04	(\$1,882,582.04)	\$356,000.00	\$356,000.00	\$0.00	\$0.00	\$0.00	\$356,000.00	\$2,238,582.04	

Total Department 84 Fire And Rescue CIP	\$11,559,825.68	\$13,448,279.40	(\$1,888,453.72)	\$11,559,825.68	\$7,594,551.15	\$968,873.09	\$18,117.91	\$7,991,542.15	\$3,578,283.53	\$5,466,737.25
Total Fund: 4400 Fire CIP	\$11,559,825.68	\$13,448,279.40	(\$1,888,453.72)	\$11,559,825.68	\$7,594,551.15	\$968,873.09	\$18,117.91	\$7,991,542.15	\$3,578,283.53	\$5,466,737.25