

**WORK SESSION AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS**

Monday, March 14, 2016, 7:00 P.M.

- 1) Call to Order**
- 2) Student Recognition**
- 3) Public Comment on Agenda Items (3 minute limit per person)**
- 4) Budget Review**
 - a. Public Works and Utilities**
 - b. Public Safety**
- 5) Dispatch Agreement**
- 6) Self-Contained Breathing Apparatus and Fit Testing Machine**
- 7) Review of Tax Foreclosed Properties**
- 8) Any Other Matters**
- 9) Acknowledgement of Visitors/Public Comment (3 minute limit per person)**

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE ACCEPTANCE OF A
DISPATCH AGREEMENT FROM KENT COUNTY

WHEREAS:

1. Kent County owns and operates a full-time around-the-clock Dispatch Center.
2. The Kent County Dispatch Center has the capacity to efficiently provide dispatch services for certain fire and/or police departments for contracting communities.
3. As detailed in the attached Dispatch Agreement, it is desired Kent County provide fire and/or police department dispatch services to the City of Wyoming.
4. It is recommended the City Council accept the proposed Dispatch Agreement from Kent County.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept the proposed Dispatch Agreement from Kent County for fire and police dispatch services.
2. The City Council does hereby approve the attached Dispatch Agreement and authorize the Mayor and City Clerk to execute the agreement.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on:

ATTACHMENTS:
Agreement

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

DISPATCH AGREEMENT

THIS AGREEMENT is between the COUNTY OF KENT, a Michigan Municipal Corporation, 300 Monroe Avenue NW, Grand Rapids, Michigan 49503 (hereafter called "The County") and the City of Wyoming (hereafter called "The Contracting Community").

WHEREAS, the County owns and operates a full-time around-the-clock Dispatch Center which has the capacity to efficiently provide dispatch services for certain fire and/or police departments of contracting communities; and

WHEREAS, the Contracting Community desires the County to provide its fire and/or police department with dispatch services as selected in this Agreement. If a service level is not selected or an executed Agreement is not returned, the community will receive only basic fire dispatch services.

NOW, THEREFORE, in consideration of the respective covenants of the County and Contracting Community, the parties agree that:

1) Dispatch Services and Equipment

A. The County, through its Dispatch Center, shall accept and process emergency or non-emergency telephones calls regarding fires, possible public safety and any other calls requesting the dispatch of fire, police and/or EMS services within the Contracting Community and its respective service area. The County shall promptly dispatch the reported location of such incidents and other matters to the appropriate fire and/or police department of the Contracting Community, such dispatch to be made by telephone and/or radio on the appropriate frequency. A more complete description of the County's services is contained on Exhibit A attached hereto. Once the County's Dispatch Center has received

a telephone call as described herein, and has promptly broadcast the reported location of the matter upon the appropriate frequency, the County shall have performed its complete 911 call-taking obligation hereunder to the Contracting Community with respect to such call.

- B. The Contracting Community shall acknowledge promptly and affirmatively by radio or telephone the receipt of all radio or other dispatches from the County's Dispatch Center regarding the reported request for services as described herein, within the Contracting Community and its respective service area.
- C. The Contracting Community shall provide the County's Dispatch Center with its service area telephone numbers for the Contracting Community's designated fire, police, and/or EMS personnel, all radio frequencies used by the Contracting Community's fire and police departments, and any other information necessary for the performance of the services pursuant to this Agreement as required by the County or which the Contracting Community deems relevant to the performance of such services.
- D. The Contracting Community shall install and maintain continuously during the term of this Agreement, including any formal or informal extensions thereof, radio and telephone equipment required by the County's Dispatch Center to properly provide efficient dispatch services to the Contracting Community pursuant to this Agreement.

2) Compensation

The Contracting Community shall pay the County for providing dispatch services

pursuant to the Agreement an annual fee as calculated and shown on the attached Exhibit B for each calendar year covered by this Agreement. Exhibit B shall be updated annually by the County based on the actual number of dispatches provided to the Contracting Community in the immediately preceding calendar year and the County's dispatch budget for the upcoming calendar year. The fee shall be billed and payable in two equal installments on March 31 and September 30 each year. However, the County shall pay the Contracting Community a pro rata refund of any unused fees if this Agreement is properly terminated during any fiscal year.

3) Term and Effective Date

This Agreement shall be effective as of July 1, 2016 and shall expire on December 31, 2017. Notwithstanding the foregoing, either party may terminate the Agreement by providing the other party 365 days written notice of its intention to terminate.

4) Essential Governmental Function and Indemnification

In providing dispatch services pursuant to this Agreement, the County is performing a valuable and essential governmental function for and on behalf of the Contracting Community. The County and the Contracting Community shall each be responsible for their own actions, omissions and/or negligence and only their own actions, omissions and/or negligence.

Nothing in this Agreement is intended to limit in any way, the rights of the County or the Contracting Community to defend any claim on the basis of governmental immunity.

5) Both the County and the Contracting Community are subject to the Michigan Freedom of Information Act, Act 442 of the Public Acts of 1977, as amended (MLC

15.231 et. seq.). The County and the Contracting Community mutually agree that, upon receipt of a request for information filed under the Michigan Freedom of Information Act, the party receiving the request will immediately provide a copy of the request to the other party and the parties shall cooperate on the gathering of potentially responsive material and the determination of whether any gathered material is exempt from disclosure under the terms of the Michigan Freedom of Information Act.

- 6) This Agreement shall supersede any and all existing agreements between the parties regarding dispatch services.
- 7) If requested to provide similar services to other municipalities within Kent County, the County shall attempt to negotiate agreements with the other municipalities which agreements are substantially similar to this Agreement. No third party shall be offered terms more favorable by the County than are set forth herein on behalf of the Contracting Community. The County anticipates and plans on using this Agreement as a template for future written dispatch service agreements.
- 8) This Agreement may be modified or extended by the parties by mutual written consent.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SIGNATURES FOLLOW ON NEXT PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by its duly authorized officers on the dates shown below.

County of Kent

By: _____
James R. Saalfeld, Chairman
Board of County Commissioners

Date: _____

Attest:

Mary Hollinrake
County Clerk

Approved as to Form:

Thomas J. Dempsey
Corporate Counsel

Dispatch Service to be obtained from the County pursuant to this Agreement:

Contracting Community Signatory to initial Selection of Service

- () **Police/Public Safety Dispatch ONLY**
- () **Fire Dispatch ONLY**
- () **Police AND Fire Dispatch**

By: _____
Jack Poll, Mayor
Wyoming City Council

Date: _____

EXHIBIT A
(1 of 2)

Scope of Services

Kent County shall provide the following dispatch services under this Agreement:

POLICE (INCLUDES PUBLIC SAFETY*) DISPATCH SERVICES

1. Answer calls for service from the public.
2. Notify the department via radio.
3. Tracking on-duty field units and their status (availability, at scene of an incident, at secondary location, etc.).
4. Utilize, in normal course of KCSD, a computer-aided dispatch system (CSD) that documents information, incidents, pending calls, etc. and assigns a unique agency-specific tracking number to every incident.
5. Periodically provide the information described in number 4 above to the Contracting Agency in electronic format approved by Kent County and paid for by the Contracting Agency.
6. Monitor activity and administrative/tactical radio traffic of field units of Contracting Community and support those operations through transmittal of information, provision of resource information, response to inquiries, etc.
7. Provide Law Enforcement Information Network (LEIN) supported activities such as access for queries, assists with administrative messages and emergency broadcasts or other emergency messages.
8. Electronically record radio voice traffic and 9-1-1/non-emergency telephone calls; retain those records for a minimum of thirty (30) days and provide copies to Contracting Community of their traffic upon request. Such copies will be provided within a reasonable time. Kent County may, but is not obligated to, maintain traffic recordings for longer than thirty (30) days. Contracting Community explicitly acknowledge that traffic records may be destroyed by Kent County on the 31st day after recording.
9. Provide trained telephone operators and dispatchers who will solicit defined information from callers on requests for police/fire services and transmit critical or requested information to field units.
10. Maintain dispatch radio consoles to provide input voice for radio systems owned by Contracting Community.
11. Perform other necessary tasks to support an effective dispatch center operation upon mutual agreement between Kent County and the Contracting Community on the necessary tasks and the apportionment of the costs of the same. The Contracting Community are individually and solely responsible for the acquisition, operations and maintenance of radio infrastructure within the jurisdiction of the Contracting Agency and all costs associated therewith.

* Public Safety Departments Receive Enhanced Fire Dispatch Services

EXHIBIT A
(2 of 2)

Scope of Services

FIRE DISPATCH

1. Answer calls for service from the public.
2. Notify the department via radio.
3. Track times of units calling in service, on scene, and clear.
4. Make follow-up phone calls for the fire department, e.g., checking ETA on ambulances, request for canteen service, calls to power company, and gas company, etc.
5. Provide reporting information, e.g., annual calls for service, average response times in service, on scene, and clear, etc.
6. Coordinate automatic or mutual aid of responding agencies, if the sending agency is from another communications center.
7. Provide communications assistance such as radio service personnel to check output wattage and signal strength of County owned infrastructure.
8. Provide access to County's fire ground channel for their use.
9. Provide access to the County's computer environment e.g. CAD and email notifications
10. Provide periodic "time-on-scene" updates when on major fires to assist command officers with operational awareness.
11. Provide authorized agencies (current agreement on file) with access to the Law Enforcement Information Network for information they are legally privy to on certain incident types.

EXHIBIT B
(1 of 3)

Annual Cost for Dispatch Services

ALLOCATION OF DISPATCH COSTS BETWEEN POLICE AND FIRE

**Kent County Sheriff Department
Dispatch Cost Allocations
Inclusion of Wyoming**

Stations:	Allocation		
	<u>Number</u>	<u>Percentage</u>	<u>Dollars</u>
Police Dispatch	6.25	73.53%	\$ 2,550,376
Fire Dispatch	2.25	26.47%	918,136
	<u>8.50</u>	<u>100%</u>	<u>\$ 3,468,512</u>

Total 2016 Budgeted Expenses for County Org code 101-346.	\$ 4,943,112
Less: KC Dispatch Authority Revenue	<u>(1,474,600)</u>
Net Cost to be Allocated	<u>\$ 3,468,512</u>

EXHIBIT B
(3 of 3)

Annual Cost for Dispatch Services

FIRE DISPATCH SERVICES

Kent County Sheriff Department
Dispatch Cost Allocations
Inclusion of Wyoming

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
			(B*(K))	(C*(L))	(C*(D))	(E*(M)) 2015	(E*(N)) 2016	(E*(O)) 2017	(Separate Sheet) 2016	(I*(G)) 2016
	Incidents	Percentage	Cost Allocation	25% Credit To Each Local Unit	Final Cost Allocation	Phased-In Amount of 25% of the Reduced Amount of 75% of Total Costs	Phased-In Amount of 50% of the Reduced Amount of 75% of Total Costs ¹	Phased-In Amount of 75% of the Reduced Amount of 75% of Total Costs ²	Amount to Each Del. Without the Addition of Wyoming	Savings to Local Unit With the Addition of Wyoming ³
	2013-2015			Local Unit	Allocation	of Total Costs	of Total Costs ¹	of Total Costs ²	Amount to Each Del. Without the Addition of Wyoming	Savings to Local Unit With the Addition of Wyoming ³
Fire Dispatches										
Plainfield Charter Township	2,608	9.37%	\$ 86,051	\$ 21,513	\$ 64,538	\$ 16,435	\$ 32,869	\$ 48,404	\$ 33,574	\$ 1,705
Byron Township - (Byron Center Station 100%)	688	2.47%	22,703	5,676	17,028	4,257	8,514	12,771	8,858	344
Byron Township (50%) & Daines Charter Township (50%) (Curtisville Station)	1,818	6.54%	60,003	15,001	45,003	11,251	22,501	33,752	24,411	110
Daines Charter Township - (Dutton Station 100%)	478	1.73%	15,774	3,943	11,830	2,958	5,915	8,873	6,154	239
Cascade Charter Township	1,664	5.98%	54,911	13,728	41,183	10,296	20,591	30,887	21,124	833
Grand Rapids Charter Township	399	1.43%	13,367	3,292	9,875	2,469	4,937	7,406	5,137	205
Lovell Area Fire Department Authority	769	2.77%	25,387	6,347	19,041	4,760	9,520	14,280	9,905	385
Alpine Township	982	3.53%	32,394	8,099	24,296	6,074	12,148	18,222	12,639	491
Courtland Township	320	1.15%	10,560	2,640	7,920	1,980	3,960	5,940	4,120	160
Odfield Township	246	0.89%	8,129	2,032	6,097	1,524	3,048	4,572	3,172	123
Casson Township	455	1.78%	15,335	3,834	12,251	3,063	6,125	9,188	6,373	248
Caledonia Township	814	2.96%	27,191	6,798	20,393	5,098	10,197	15,295	10,609	411
Ada Township	546	1.96%	18,007	4,502	13,505	3,376	6,751	10,129	7,035	273
Sparta Fire Department Authority	950	3.41%	31,338	7,835	23,504	5,876	11,751	17,618	12,327	475
Alpena Township	523	1.88%	17,248	4,312	12,936	3,234	6,468	9,702	6,729	262
Selma Township	385	1.42%	13,035	3,259	9,776	2,444	4,888	7,332	5,086	198
Village of Sand Lake	320	1.16%	12,529	3,132	9,397	2,349	4,698	7,047	4,888	190
Tyrone Township	341	1.23%	11,253	2,813	8,440	2,110	4,220	6,330	4,390	171
City of Oxford Springs	568	2.04%	18,755	4,689	14,066	3,516	7,032	10,549	7,317	284
Spencer Township	310	1.13%	10,230	2,557	7,672	1,918	3,836	5,754	3,991	155
Quinton Township	197	0.71%	6,501	1,625	4,876	1,219	2,438	3,657	2,536	99
Brown Township	208	0.75%	6,853	1,713	5,140	1,285	2,570	3,855	2,674	104
City of Waller	569	2.05%	18,118	4,529	14,091	3,523	7,045	10,568	7,330	285
City of Kenosha	4,182	15.03%	138,001	34,501	103,500	138,000	51,501	77,626	53,844	2,093
City of Grandwood	1,782	6.40%	28,793	7,198	21,595	5,399	10,798	16,197	11,333	423
City of Grandville	5,483	20.06%	184,201	46,050	138,151	34,538	69,075	103,613	74,339	2,892
City of Wyoming										
	27,823	100.00%	\$ 918,136	\$ 229,534	\$ 688,602	\$ 332,847	\$ 344,301	\$ 516,451	\$ 286,354	\$ 11,129

(K)
\$ 918,136

FY 2016 Dispatch Budget Allocation - Fire

- Notes:
- The amounts displayed in this column are annual amounts and each local unit is invoiced twice a year for half the amount. Since the City of Wyoming will be joining July 1, 2016, they will be invoiced once in 2016 in the amount of \$34,537.50 for July - December.
 - The dollar figures included for 2017 are for illustration only. Actual figures will differ based on the annual updated number of incidents and the dispatch budget allocation for fire dispatch.
 - The actual savings listed in column J are annualized. Should Wyoming join with Kent County on July 1, 2016, the cost savings in Column J will be approximately half the amount for 2016.

Kent County Sheriff Department
 Dispatch Cost Allocations
 Inclusion of Wyoming

	Number	Allocation Percentage	Dollars
Police Dispatch	6.25	73.53%	\$ 2,550,376
Fire Dispatch	2.25	26.47%	918,136
	8.50	100%	\$ 3,468,512

Stations:
 Police Dispatch
 Fire Dispatch

Total 2016 Budgeted Expenses for County Org code 101-346. \$ 4,943,112
 Less: KC Dispatch Authority Revenue (1,474,600)
 Net Cost to be Allocated \$ 3,468,512

**Kent County Sheriff Department
Dispatch Cost Allocations
Inclusion of Wyoming**

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Population	Percentage	Incidents	Percentage	Blended	Cost	(Separate Sheet)	(G-F)
	2008 Est.	2013-2015	2013-2015	2013-2015	Percentage	Allocation	Amount to Local	Savings to
					(B+D)/2	(E*F)	Unit Without	Local Unit
					Percentage	With Wyoming ⁵	the Addition of	With Addition
							Wyoming	of Wyoming
Police Dispatch:								
Sheriff ⁽¹⁾	228,896	55.58%	44,100	39.21%	47.40%	\$ 1,208,817	\$ 1,221,214	\$ 12,397
Kentwood	47,419	11.51%	17,894	15.91%	13.71%	349,732	357,515	7,784
Rockford ^{(2) & (4)}	5,411	1.31%	2,841	2.53%	1.92%	48,972	50,336	1,364
Sparta	4,054	0.98%	1,291	1.15%	1.07%	27,191	27,715	523
East Grand Rapids ⁽³⁾	10,467	2.54%	3,659	3.25%	2.90%	73,899	75,444	1,545
Walker	23,722	5.76%	8,236	7.32%	6.54%	166,845	170,312	3,468
City of Lowell	4,153	1.01%	1,641	1.46%	1.23%	31,470	32,196	726
Grandville	16,718	4.06%	7,104	6.32%	5.19%	132,321	135,539	3,218
Sand Lake	515	0.13%	69	0.06%	0.09%	2,377	2,387	10
Wyoming	70,462	17.11%	25,626	22.79%	19.95%	508,751	-	-
	411,817	100.00%	112,463	100.00%	100.00%	\$ 2,550,376	\$ 2,072,660	\$ 31,035

FY 2016 Dispatch Budget Allocation - Police
(I)
\$ 2,550,376

- Notes:
- (1) All of Kent County excluding contracted agencies, Grand Rapids, and Wyoming.
 - (2) Department of Public Safety - Incidents include dispatch of personnel to police/fire response.
 - (3) All calculations carried out 14 places and shown rounded to 2.
 - (4) The City of Rockford Police provide dispatch services from 8:00 a.m. to 5:00 p.m., Monday through Friday. While this service is provided, the County will reduce its billing amount noted above by 26.8% (45 hrs. + 168 hrs. - weekly), so the City of Rockford's amount will be reduced by \$13,124, for an amount of \$35,848 in 2016.
 - (5) The amounts displayed in this column are annual amounts and each local unit is invoiced twice a year for half the amount. Since the City of Wyoming will be joining July 1, 2016, they will be invoiced once in 2016 in the amount of \$24,375.50 for July - December.

**Kent County Sheriff Department
Dispatch Cost Allocations
Inclusion of Wyoming**

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	2013-2015	Incidents	Percentage	Cost Allocation	25% Credit To Each Local Unit	Final Cost Allocation	(E*50) 2016 Phased-In Amount of 50% of the Relieved Amount of 75% of Total Costs ¹	(E*75) 2017 Phased-In Amount of 75% of the Relieved Amount of 75% of Total Costs ²	(Separate Sheet) 2016 Amount to Local Unit Without the Addition of Wyoming	(I-G) 2016 Savings to Local Unit With the Addition of Wyoming ³
Fire Dispatch:										
Plainfield Charter Township	2,608	9.37%	\$ 86,051	\$ 21,513	\$ 64,538	\$ 16,135	\$ 32,269	\$ 48,804	\$ 33,574	\$ 1,305
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Byron Township (50%) & Gaines Charter Township (50%) (Cullerville Station)	1,818	6.84%	60,003	15,001	45,003	11,251	22,501	33,752	23,411	910
Gaines Charter Township - (Dutton Station 100%)	478	1.72%	15,774	3,943	11,830	2,958	5,915	8,873	6,154	239
Cascade Charter Township	1,664	5.98%	54,911	13,728	41,183	10,296	20,591	30,887	21,424	833
Grand Rapids Charter Township	399	1.43%	13,167	3,292	9,875	2,469	4,937	7,406	5,137	200
Lowell Area Fire Department Authority	769	2.77%	25,387	6,347	19,041	4,760	9,520	14,280	9,205	385
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Cannon Township	495	1.78%	16,335	4,084	12,251	3,063	6,125	9,188	6,473	248
Caledonia Township	824	2.96%	27,191	6,798	20,393	5,098	10,197	15,295	10,609	412
Ada Township	546	1.96%	18,007	4,502	13,505	3,376	6,752	10,129	7,025	273
Sparta Fire Department Authority	930	3.41%	31,338	7,835	23,504	5,876	11,752	17,628	12,277	475
Algona Township	523	1.88%	17,248	4,312	12,936	3,234	6,468	9,702	6,729	262
Solon Township	393	1.42%	13,035	3,259	9,776	2,444	4,888	7,332	5,086	198
Village of Sand Lake	380	1.36%	12,529	3,132	9,397	2,349	4,698	7,047	4,888	190
Tyrone Township	341	1.23%	11,253	2,813	8,440	2,110	4,220	6,330	4,300	171
City of Cedar Springs	568	2.04%	18,755	4,689	14,066	3,516	7,033	10,549	7,317	284
Spencer Township	310	1.11%	10,230	2,557	7,672	1,918	3,836	5,754	3,991	155
Grafton Township	197	0.71%	6,501	1,625	4,876	1,219	2,438	3,657	2,456	99
Bovine Township	208	0.75%	6,853	1,713	5,140	1,285	2,570	3,855	2,674	104
City of Walker	569	2.05%	18,788	4,697	14,091	3,523	7,045	10,568	7,330	285
City of Kenwood	4,182	15.03%	138,002	34,501	103,502	25,875	51,751	77,626	53,844	2,093
City of Grandville	1,782	6.40%	58,793	14,698	44,095	11,524	22,048	33,071	22,939	892
City of Wyoming	5,582	20.06%	184,201	46,050	138,151	34,538	69,075	103,613	-	-
	27,823	100.00%	918,136	229,534	688,602	332,047	344,301	516,451	386,354	11,129

(K) \$ 918,136

FY 2016 Dispatch Budget Allocation - Fire

Notes:

- The amounts displayed in this column are annual amounts and each local unit is invoiced twice a year for half the amount. Since the City of Wyoming will be joining July 1, 2016, they will be invoiced once in 2016 in the amount of \$34,537.50 for July - December.
- The dollar figures included for 2017 are for illustration only. Actual figures will differ based on the annual updated number of incidents and the dispatch budget allocation for fire dispatch.
- The actual savings listed in column J are annualized. Should Wyoming join with Kent County on July 1, 2016, the cost savings in Column J will be approximately half the amount for 2016.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF SELF-CONTAINED
BREATHING APPARATUS (SCBAs) AND A FIT TESTING MACHINE

WHEREAS:

1. As detailed in the attached staff report, the current SCBAs inventory is about to expire and the current Fit Testing machine is in need of replacement.
2. It is recommended the City Council authorize the purchase for the replacement SCBAs and Fit Testing machine from 5 Alarm Fire and Safety Equipment, Inc. in the total amount of \$413,060.
3. The purchase will require approval of the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of self-contained breathing apparatus (SCBAs) and a Fit Testing machine in the total amount of \$413,060.
2. The City Council does hereby approve the attached budget amendment.
3. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on:

ATTACHMENTS:
Budget Amendment
Staff Report
Quotes

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

Staff Report

Date: March 8, 2016

Subject: Self-Contained Breathing Apparatus (SCBA) Inventory and a Fit Testing Machine

From: Fire Chief Chuck Lark

Meeting Date: March 21, 2016

RECOMMENDATION:

It is recommended the City authorize the purchase of replacement of the entire expired self-contained breathing apparatus (SCBA) inventory and a Fit Testing machine in the total estimated amount of \$413,060.

SUSTAINABILITY CRITERIA:

Environmental Responsibility: Reinforcing the safety and protection of our community by providing updated SCBAs and Fit Testing equipment that allows members of our Fire Service Division to conduct fire suppression activities when an emergency occurs.

Social Equity: Providing updated SCBAs and Fit Testing equipment to our full-time (FT), paid-on-call (POC), part-time (PT), and dual-trained employee (DTE) firefighters will equally benefit all members of the community.

Economic Strength: Establishing a group of trained firefighters who are able to conduct emergency operations when called allow us to respond appropriately in hazardous conditions during critical incidents.

DISCUSSION:

In the spring of 2015, the Fire Services Division applied for Assistance to Firefighter's Grant (AFG) to replace the existing SCBA inventory. In November of 2015 our request was denied. The current inventory expires July 1, 2016 and due to the importance of this equipment, the grant denial will now require funding from the general fund.

The Fire Service Division conducted extensive review of two different SCBAs used by neighboring departments (MSA G1 and SCOTT X3 SCBA). After demonstrations and thorough use and testing by the crew it is recommended purchasing the MSA G1 SCBA.

The department is already tooled, trained, and equipped for MSA repair and the majority of the components on the recommend G1 are very similar to what the department currently uses. The required repair certification class is one day for current certified technicians (day and a half for new technicians). The MSA will train up to 4 technicians in house at no charge.

The department is also already equipped with the necessary hardware, and a free-of-cost software upgrade is all that will be required for the yearly flow testing. Flow testing equipment was purchased by the department approximately two years ago and staying with MSA does not add any further cost for the OSHA-required yearly testing.

Along with the SCBAs it is requested a new Fit Testing machine also be purchased. NFPA recommends annual FIT testing; our current machine is 19 years old and is in need of replacement. This will allow us to maintain required face piece testing by our FT, POC, PT, and DTE firefighters.

We sought out a replacement system that would allow for future funding of this equipment. We met with the City's Fleet Services Supervisor who explained that the funds needed for future replacement purchases could be placed on a 15 year savings cycle. The tanks and equipment purchased would become fleet assets. Each item will be assigned a fleet number and monthly rent charged for the life of the equipment (\$39,780/year). At the end of the equipment life, funds will be available for replacement.

BUDGET IMPACT:

It is recommended the SCBA inventory and the Fit-Testing machine be purchased by the sole source provider of the MSA product in the West Michigan region, 5 Alarm Fire and Safety Equipment.

A nationally recognized federal quote was received through HGAC Smart Purchasing Solutions through Casco Industries. Below is the federal bid price compared to our state MSA provider price:

Federal Quote

HGAC Casco Industries \$452,371.50 (Fit-testing machine not included)

State Quote

5 Alarm Fire and Safety Equipment \$397,303.00 (Fit-testing machine not included)

The breakdown of the cost of the equipment requested is as follows:

51	MSA G1 SCBA Packs	\$222,360.00
85	G1 MED Face Pieces	\$21,930.00
115	MSA 45 min. Cylinders	\$90,275.00
8	MSA G1 1 hour Cylinders (Haz-Mat)	\$8,585.00
51	MSA G1 Quick Fill Hoses	\$28,050.00
14	Lithium Battery Packs	\$2,912.00
4	MSA G1 Charging Station	\$2,268.00
1	RFID Reader/Writer	\$413.00
12	MSA Accountability Tags	\$306.00
6	G1 APR Adapter	\$459.00
3	MSA Valve Assembly	\$306.00
130	MSA Quick Connect Adapter	\$5,135.00
3	MSA G1 RIT System	\$9,483.00
3	MSA G1 1-Hour Remote Connection	\$3,198.00
3	MSA G1 Quick Connect Adapter	\$1,680.00
1	Fit-Testing Potacount TSI, Mask Adapter, MSA G1 Adapter	<u>\$15,757.00</u>
		\$413,060.00

Funds are not available in the Fire Department's FY2015/2016 budget, therefore it is requested that the necessary amount of \$413,060.00 be transferred from fund balance to the Fire Services account number 101-337-33900-986339 – Fire Fighting – SCBA Capital Outlay through the attached budget amendment.

Attachments: Quotes
Budget Amendment



FIRE AND SAFETY EQUIPMENT, LLC.
PROTECTING AMERICA'S HEROES

350 Austin Circle
Delafield WI, 53018-2171
Phone: (262) 646-5911 Fax: (262) 646-5912
Toll-Free: (800) 615-6789
Web: www.Salarm.com

QUOTE

Number	154348-0
Quote Date	01/21/2016
Page	1

Bill to: WYOMING FIRE DEPT
WYOMING DEPT OF PUBLIC SAFETY
FIRE DIVISION
2300 DEHOOP AVE SW
WYOMING, MI 49509
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Ship to: WYOMING FIRE DEPT
WYOMING DEPT OF PUBLIC SAFETY
FIRE DIVISION
2300 DEHOOP AVE SW
WYOMING, MI 49509
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Cust Code	Ordered By	Salesman	Job/Rel#	Customer PO	Wanted Date
6729		SHANNON WITHERELL		G1 SCBA	01/21/2016

Entered By	Ship Via	Terms
Joli Clark	UNITED PARCEL SERVICE	NET 10

Quantity	U/M	Item #	Description	Price	Extension		
Order	Ship	Back					
51	51	0	EA	G1FS-442MA2Q0LAR	MSA G1 SCBA- 4500PSI CGA QUICK CONNECT- REMOTE STD.HARNES W/CHEST STRAP METAL BAND, ADJ.SWVL.LUMBAR, REGULATOR- SOLID CVR-LFT SHLDR REGULATOR- QUICK CONNECT EMERG.BREATHING- NONE SPEAKER MODULE- LEFT CHEST PASS- RIGHT SHLDR RECHARGEABLE BATTERY	4360.0000	222360.00
85	85	0	EA	G1FP-FM1M4C1	G1 MED FACEPIECE W/NK STRAP	258.0000	21930.00
115	115	0	EA	10156424-SP	MSA G1 45MIN LOW PRO CYL	785.0000	90275.00
8	8	0	EA	10156426-SP	MSA G1 CYLINDER 1-HOUR REMOTE CONNECTION	1066.0000	8528.00
51	51	0	EA	10156468	MSA G1 3' QFILL HOSE IN POUCH	550.0000	28050.00
14	14	0	EA	10148741-SP	MSA G1 LITHIUM BATTERY PACK	208.0000	2912.00
4	4	0	EA	10158385	MSA G1 CHARGING STATION	567.0000	2268.00
1	1	0	EA	10158407	MSA G1 RFID READER/WRIER	413.0000	413.00
12	12	0	EA	10083875	MSA ACCOUNTABILITY TAGS FOR M7 AIR MASK & G1	25.5000	306.00
6	6	0	EA	10144231-SP	G1 APR ADAPTER	76.5000	459.00
3	3	0	EA	805078	MSA VALVE ASSY, QUIK CHEK, ULEL	102.0000	306.00
130	130	0	EA	10149702-SP	MSA QUICK CONNECT ADAPTER	39.5000	5135.00

Continued on next page....

SHIPPING CHARGES EXTRA
PRICE GOOD FOR 30 DAYS OR UNTIL MFG. PRICE INCREASE.



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Toll-Free: (800) 615-6789
Web: www.5alarm.com

QUOTE

Number	154348-0
Quote Date	01/21/2016
Page	2

Bill to: WYOMING FIRE DEPT
WYOMING DEPT OF PUBLIC SAFETY
FIRE DIVISION
2300 DEHOOP AVE SW
WYOMING, MI 49509
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Ship to: WYOMING FIRE DEPT
WYOMING DEPT OF PUBLIC SAFETY
FIRE DIVISION
2300 DEHOOP AVE SW
WYOMING, MI 49509
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Cust Code	Ordered By	Salesman	Job/Rel#	Customer PO	Wanted Date
6729		SHANNON WITHERELL		G1 SCBA	01/21/2016

Entered By	Ship Via	Terms
Joli Clark	UNITED PARCEL SERVICE	NET 10

Quantity			U/M	Item #	Description	Price	Extension
Order	Ship	Back					
3	3	0	EA	10169711	MSA G1 RIT SYSTEM QF FCPC, REG, 4500	3161.0000	9483.00
3	3	0	EA	10156426-SP	MSA G1 CYLINDER 1-HOUR REMOTE CONNECTION	1066.0000	3198.00
3	3	0	EA	10162403	MSA G1 QUICK CONNECT ADAPTER FOR FILL STATION (10158408)	560.0000	1680.00
3	3	0	EA	WESS-347-1	SCBAS CGA 347 (M) X 1/4 NP (F) SS	0.0000	0.00
3	3	0	EA	SS-4-HN	SCBAS 1/4"NPT HEX NIPPLE MNPT X MNPT, STAINLESS STEEL	0.0000	0.00
4	4	0	EA	CARE	MSA CARE TRAINING	0.0000	0.00

SubTotal 397,303.00

Total 397,303.00

**SHIPPING CHARGES EXTRA
PRICE GOOD FOR 30 DAYS OR UNTIL MFG. PRICE INCREASE.**



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Delafield WI, 53018-2171
Phone: (262) 646-5911 Fax: (262) 646-5912
Toll-Free: (800) 615-6789
Web: www.5alarm.com

QUOTE

Number	154445-0
Quote Date	01/25/2016
Page	1

Bill to: WYOMING FIRE DEPT
WYOMING DEPT OF PUBLIC SAFETY
FIRE DIVISION
2300 DEHOOP AVE SW
WYOMING, MI 49509
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Ship to: WYOMING FIRE DEPARTMENT
FIRE OPERATIONS
1250 36TH ST SW
WYOMING, MI 49509-2825
Phone: (616) 530-7250 Fax: (616) 249-3435
Email: SCHUMACHERM@WYOMINGMI.GOV

Cust Code	Ordered By	Salesman	Job/Rel#	Customer PO	Wanted Date
6729		SHANNON WITHERELL			01/25/2016

Entered By	Ship Via	Terms
Joli Clark	UNITED PARCEL SERVICE	NET 10

Quantity	U/M	Item #	Description	Price	Extension
1	EA	8038	RAECO TSI MODEL 8038 POTACOUNT	15289.0000	15289.00
1	EA	8025-22	RAECO TSI ADAPTER KIT FOR MSA G1 MASK	383.0000	383.00
1	EA	10144231-SP	G1 APR ADAPTER	85.0000	85.00

SubTotal 15,757.00

Total 15,757.00

**SHIPPING CHARGES EXTRA
PRICE GOOD FOR 30 DAYS OR UNTIL MFG. PRICE INCREASE.**



SECTION C - H-GAC FORMS

(Rev 12/02/09)

For Use In Responding To Competitive Bid And Proposal Invitations

Invitation No.: EE08-15

Title: Emergency Medical & Rescue Equipment

This Section contains the following **H-GAC FORMS**.

FORM	DESCRIPTION
Form A:	Offeror Identification and Authorized Signatory
Form B:	Historically Underutilized Business Enterprises
Form C:	Response Checklist
Forms D/D1:	Offered Items Pricing
Form E:	Published Options

These *FORMS* are hereby made available in electronic format. They should be copied to Offeror's computer for completion and/or printout as required. The *FORMS* **may not** be changed or altered in any way, except as may be specified on the *FORM*.

ALL completed *FORMS* must also be submitted electronically on electronic media (DVD, CDROM, flash/thumb drive), excepting of course for signatures. The printed "Original" of the response will be considered as the official copy in case of any discrepancy between the electronic version and the printed Original.

452371.50

H-GAC 'FORM D1' - PRODUCT ITEM BASE OFFERING PRICES									
Offeror Name:		CASCO INDUSTRIES, INC.							
Invitation No.:		EE08-15 - Emergency Medical & Rescue Equipment							
Note: 1. Remember to bid options and accessories on Form E. 2. No changes/modifications to Form D1 Model & Descriptions will be accepted and will result in bid item being deemed non-compliant.									
				Compliance - Bidder to specify (Yes, No, N/A) where applicable for each product code bid.					
Product Code	Mfg.	Model & Description	Base Offered Price	NFPA 1936	NFPA 1981	NIOSH	CBRN	IP67	
A. Self-Contained Breathing Apparatus (SCBA)									
AAA	Dracger	Air Boss PSS 100, 30 minute service life, 2216 PSI cylinder pressure rating, aluminum cylinder							
ABA	Avon Protection Systems	Deltair, 30 minute service life, 2216 PSI cylinder pressure rating, carbon cylinder							
ABB	Avon Protection Systems	Deltair, 30 minute service life, 4500 PSI cylinder pressure rating, carbon cylinder							
ABC	Avon Protection Systems	Deltair, 45 minute service life, 4500 PSI cylinder pressure rating, carbon cylinder							
ACA	MSA	G1 SCBA 30 minute service life, 2216 PSI cylinder pressure rating, Carbon cylinder w/facepiece NFPA 2013 Standard	\$5,740.00		√	√	√	√	
ACB	MSA	M7XT SCBA, w/facepiece 30 minute service life, 2600 PSI cylinder pressure rating, aluminum cylinder NFPA 2013	\$6,250.00		√	√	√	√	
ACC	MSA	M7XT SCBA, w/facepiece 30 minute service life, 4500 PSI cylinder pressure rating, Carbon cylinder NFPA 2013	\$6,425.00		√	√	√	√	
ACD	MSA	G1 SCBA, 45 minute service life, 4500 PSI cylinder pressure rating, Carbon cylinder, w/facepiece NFPA 2013	\$5,720.00 x 51 291720.00		√	√	√	√	
ACE	MSA	G1 SCBA, 30 minute service life, 4500 PSI cylinder pressure rating, Carbon cylinder, w/facepiece NFPA 2013 Standard	\$5,670.00		√	√	√	√	
ACF	MSA	G1 SCBA, 60 minute service life, 4500 PSI cylinder pressure rating, Carbon cylinder w/facepiece NFPA 2013 Standard	\$5,893.00 x 3 17679.00		√	√	√	√	
ACG	MSA	G1 SCBA W/facepiece, 5500-psi 30, 45, 60, & 75 minute HP carbon cylinder NFPA 2013 Standard	\$6,340.00		√	√	√	√	
ADA	Scott H & S	Air-Pak AP75 SCBA X3212021000201 w/pass device, 2.2, 2216 psi 30 minute carbon cylinder 804840-01 & face piece 201215-02.							

FORM E - PUBLISHED OPTIONS

Procurement No.:

EE08-15

Offeror Name:	CASCO INDUSTRIES, INC.
Notes: (Important)	<p>1) Use a single Form E for ALL Option/Accessory items and quote each on a single, separate line. DO NOT use multiple Form E's... Add or insert additional lines as necessary.</p> <p>2) Completely describe each item. Include the manufacturer's code or part number. Each item listed MUST have a unique code or part number so that it can be identified in any subsequent contract.</p> <p>3) Options which replace standard equipment on a Form D/D1 Item should be priced net of any credit due for the replaced item.</p> <p>4) Options which are upgrades/downgrades of a Form D/D1 Item should be priced at the differential amount between the cost of the Form D/D1 Item and the upgrade/downgrade option.</p>

Code or Part No.	Option Description	Offered Price
10158389	Dovetail brackets & gauge gaurd, Type 2, 30 min high pressure	\$26.50
10158390	Dovetail brackets & gauge gaurd, Type 3, 45 min Lo Pro	\$26.50
10158401	Dovetail brackets & gauge gaurd, Type 4, 2216 & 45 min fatty	\$26.50
10158402	Dovetail brackets & gauge gaurd, Type 5, 60 min	\$26.50
10156422-SP	G1 Cylinder, Remote Connect, 2216 psi, 30min	\$908.00
10156423-SP	G1 Cylinder, Remote Connect, 4500 psi, 30min	\$766.00
10156424-SP	G1 Cylinder, Remote Connect, 4500 psi, 45min Lo Pro 63552.00	\$993.00 X ⁶⁴
10156425-SP	G1 Cylinder, Remote Connect, 4500 psi, 45min fatty	\$993.00
10156426-SP	G1 Cylinder, Remote Connect, 4500 psi, 60min 9752.00	\$1,219.00 X ⁸
10156427	G1 Cylinder, Remote Connect, 5500 psi, 30min	\$1,350.00
10156428	G1 Cylinder, Remote Connect, 5500 psi, 45min	\$1,650.00
10156429	G1 Cylinder, Remote Connect, 5500 psi, 60min	\$1,900.00
10156430	G1 Cylinder, Remote Connect, 5500 psi, 75min	\$2,200.00
10156445	G1 Cylinder, Direct Connect, 5500 psi, 30min	\$1,350.00
10156446	G1 Cylinder, Direct Connect, 5500 psi, 45min	\$1,650.00
10156447	G1 Cylinder, Direct Connect, 5500 psi, 60min	\$1,900.00
10156448	G1 Cylinder, Direct Connect, 5500 psi, 75min	\$2,200.00
10156458	Facepiece, G1, SM, SM Nosecup, 4 PT Harness	\$265.00
10156459	Facepiece, G1, MD, MD Nosecup, 4 PT Harness	\$265.00
10156460	Facepiece, G1, LG, LG Nosecup, 4 PT Harness	\$265.00
10161809	Facepiece, G1, SM, SM Nosecup, 4 PT Harness w/neckstrap 9486.00	\$279.00 X ³⁴
10161810	Facepiece, G1, MD, MD Nosecup, 4 PT Harness w/neckstrap	\$279.00
10161811	Facepiece, G1, LG, LG Nosecup, 4 PT Harness w/neckstrap	\$279.00
10161812	Facepiece, G1, SM, SM Nosecup, 5 PT Harness	\$265.00

10161813	Facepiece, G1, MD, MD Nosecup, 5 PT Harness	\$265.00
10161814	Facepiece, G1, LG, LG Nosecup, 5 PT Harness	\$265.00
10161815	Facepiece, G1, SM, SM Nosecup, 5 PT Harness w/neckstrap	\$279.00
10161816	Facepiece, G1, MD, MD Nosecup, 5 PT Harness w/neckstrap	\$279.00
10161817	Facepiece, G1, LG, LG Nosecup, 5 PT Harness w/harness	\$279.00
10149701-SP	Quick Connect Adapter, 2216/3000	\$60.00
10149702-SP	Quick Connect Adapter, 4500/5500 6890.00	\$53.00 x 130
10144231-SP	APR Adapter Kit, G1 Facepiece 240.00	\$40.00 x 6
805078	Fit Test Adapter, Quick Check 435.90	\$145.30 x 3
496081	Opti Filter XL HE/P100 for fit testing box of 6	\$138.14
10148741-sp	Spare Rechargeable Battery Pack 4480.00	\$320.00 x 14
10158385	Rechargeable Battery Charging Station 1900	\$475.00 x 4
10158408	Quick Connect Adapter for Fill Stations 1846.20	\$615.40 x 3
SCV10457	CGA 347 adapter brass x 1/4" male NPT for use with above	\$19.50
10158409	G1 Flow Test Adapter	\$350.00
10110435	Posi Check USB Software	\$1,093.12
10163472	Medium Pressure Flow Test Hose	\$350.00
10158403	G1 Tool Kit	\$660.00
ZT-G1CARE-12HR	CARE Class Level 1 (New Technician - full service tech incl flow testing)	\$800.00
ZT-G1CARE-8HR	CARE Class Level 1 (for current MSA scba technicians)	\$550.00
10072240	Base Station Kit for Telemetry	\$1,769.00
10158407	G1 Tag Reader/Writer	\$600.00
10083875	G1 RFID ID tags 440.40	\$36.70 x 12
10158407	G1 Tag Reader/Writer (qty of 1) 600.00	\$600.00 x 1
10083875	G1 RFID ID tags (qty of 1)	\$36.70
10126742	Mask Bag Red	\$48.85
10126741	Mask Bag Black	\$48.85
817092	Soft Carry Case	\$195.00
10156468	3 ft transfill hose and pouch 43350.00	\$850.00 x 51
10144230	Spectacle Kit, G1 Facepiece	\$110.00
10148740-sp	Spare Alkaline Battery Pack	\$210.00
10144231-SP	APR Adapter Kit, G1 Facepiece	\$40.00
10039825	Dual purpose hose for bucket	\$460.90

10119369	ROPE,50',ARAMID/NYL,HOOK,M7	\$1,289.10
10119370	ROPE,50',ARAMID/NYL,CARAB,M7	\$1,176.20
10119391	ROPE,50',ARAMID,HOOK,M7	\$1,588.50
10119392	ROPE,50',ARAMID,CARAB,M7	\$1,481.30
10127944-SP	CYL/VALVE ASSY,45 CUFT,LIGHTWEIGHT,PKG	\$978.00
10127945-SP	CYL/VALVE ASSY,66 CUFT,LIGHTWEIGHT,PKG	\$1,198.00
10127946-SP	CYL/VALVE ASSY,88 CUFT,LIGHTWEIGHT,PKG	\$1,465.00
10144672	KIT, AMPLIFIER, ULTRA ELITE XT	\$603.00
10144673	KIT, AMP, BRKT, VO EMTR, ULTRA ELITE XT	\$748.00
10144675	KIT, AMPLIFIER, RI, ULTRA ELITE XT	\$1,047.40
10144676	KIT, AMP RI, BRKT, VOEMTR, ULTRA ELIT XT	\$1,192.40
10114190	REPLACEMENT KIT,M7 I-HUD	\$707.00
10042902	HELMET,CLEAR COMMAND,COMM SYSTEM KIT	\$390.14
10111642	HOSE KIT IN POUCH, QUICK-FILL, 3 FT.	\$883.50
10050375	TRANSMITTER & DELUXE RECEIVER KIT, E5000	\$10,500.00
10050376	TRANSMITTER & MINI RECEIVER KIT, E5000	\$7,350.00
10047573	TRANSMITTER, W/BAT, E5000 SERIES	\$3,775.00
10071750	VIDEO CAP, W/BATTERY, E5000 SERIES	\$5,724.20
10041100	BATTERY CHARGER ASSY, E5000 TIC	\$280.75
10067565	TRUCK CHARGER ,UNIVERSAL, E5000 SERIES TIC	\$1,031.00
10067707	BRACKET, NON-CHARGING, E5K SERIES	\$411.25
10039603	SHROUD, SUN, E5000 SERIES TIC	\$97.75
10096887	STATION KIT, EV5000 SERIES TIC	\$1,116.00
10096886	VEHICLE KIT, E5000 SERIES TIC	\$1,587.75
10038412	BATTERY ASSY, E5000 TIC	\$159.00
10040229	BRACKET,TRIPOD MOUNT,E5000 TIC	\$109.50
10040226	LANYARD RETRACTABLE,E5000 SERIES	\$87.87
10039515	STRAP, SHOULDER, E5000 SERIES TIC	\$145.96
10039516	WRIST STRAP ASSEMBLY:E5000 TIC	\$66.60
10145750	KIT,E6000 TIC,STATION	\$1,224.00
10145771	KIT,E6000 TIC,VEHICLE	\$1,224.00
10148136	CHARGER,E6000 TIC,VEHICLE MOUNT	\$867.00
10147390	KIT,MNTG BRACKET,E6000 TIC,NON-CHARGING	\$255.00

10120606-SP	BAT,LI-ION,RECHRGBL,3.7V,3.1AH,PKGD	\$183.60
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