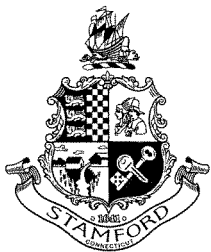


Fiscal Year 2014-2015



Operating Budget Request

Peter M. Brown, Fire Chief



Stamford Fire Department

David R. Martin, Mayor

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Peter M. Brown, Fire Chief
Trevor Roach, Asst. Fire Chief
Barbara E. Murphy, Admin. Asst

MEMORANDUM

TO: Stamford Board of Finance

FROM: Peter M. Brown

DATE: March 10, 2014

RE: Budget Presentation

The major issue facing the Stamford Fire Department over the next few fiscal years is the unification of fire services as mandated by the Charter Revision of 2012. While Judge Tobin issued a ruling on the legal challenges of both the city and the Springdale, Long Ridge and Turn of River Fire Companies we are still a long way off from final resolution. The following challenges are still outstanding;

- Assurance of equal fire protection throughout the city.
- Creation and adoption of standard policies across all levels and divisions of the new fire department.
- Creation of sound fiscal management policies with definition of roles and responsibilities.
- Staffing model creation, adoption and implementation.
- Command and control policy, guideline and training.
- Firefighter accountability
- Implementation of the single fire marshal throughout the city.
- Station and unit location planning.

Budget Management:

The last few Fiscal Years have provided Stamford Fire Department, as well as the rest of the City, with a very lean budget. We have toiled endlessly to stay within the confines of the set budget, meeting the costs associated with the Local 786 CBA and all statutory mandates while still providing a high level of Fire Services to the Citizens of Stamford.

The Department's goals this year in regards to budget management revolve around implementing computer based record keeping relating to salary and overtime spending as well as vacation and holiday accruals. In concert with OPM and Human Resources we will endeavor to implement Kronos Telestaff throughout the Department. The inherent demands of Public Safety creates a long list of complications in regards to pay, accruals, and scheduling necessitating creation of many intricate "work rules". These "work rules" will allow the system to be capable of automated scheduling that will allow our officers to

work on other urgent tasks. Apparatus maintenance records are in process of shifting from a paper based system over to RoadBase, a fleet management database. We are tightening up all aspects of our record keeping to better facilitate the use of Statistical Management tools.

Cost Analysis:

The main cost driver in the Fire Department is personnel and its associated costs. Driven mainly by the Collective Bargaining Agreement, these constitute greater than 89% of the budget request. A balance is always sought between Higher Staffing versus Higher Overtime. This year the increase in the overtime request is due to the fact that in the current fiscal year, 2013-14, the overtime account will fall short and further modeling shows the shortfall next year with the expected retirements, will be in the same range.

The following is explanation of the cost drivers in the non-personnel sections of the request;

- The unification of the department is driving a greater need than in previous budget cycles for expanded training of staff leading to the increase in the Education and Training account. Furthermore the top level managers of the department will have greater roles and responsibilities generating a need for an increase in the Conference and Training account
- Energy is always a major driver in our costs leading to increases in the Gasoline, Diesel, and Natural gas account, some relief will be felt by a reduction in electrical rates.
- Water and sewer utility rates have seen a great increase over the last fiscal year; firefighting and domestic water rates are increasing by almost 15%. The water main costs are expected to be in excess \$1,500,000 in the 14-15 fiscal year
- The vehicle maintenance account has been hit fairly hard over the last few years with the aging fleet and increase in call volume driving most of the cost. The department has seen the delivery of one new fire engine in October 2013 and two are expected around May of 2014. These deliveries will see some relief from the costs but the needs are still great to maintain safety and reliability of the fleet. Unification will increase the total of current career and Volunteer companies' allotments for vehicle maintenance to meet NFPA and DOT standards.
- ISO and the National Fire Protection Association require semi-annual inspections of all fire hydrants in the city, with the current funding the department has met less than a third of this goal. The tripling of the funding for this item will allow us to properly maintain this large safety resource.
- The last year has seen a change in regards to the certification and life span of firefighting personal protective clothing. NFPA has now limited the life span to 10 years putting a far greater strain on the account responsible for this. The department needs the 38% increase in this account to meet the new mandates.

3510 Stamford Fire Department

Department Responsibilities:

The Mission of the Stamford Fire Department is to mitigate the threat to life and property from fire, acute medical and other emergencies, both natural and manmade, through education, prevention, community preparedness, emergency response and recovery programs. Life Safety of both the Public and Firefighters is always priority number one. We will respond to emergencies in a professional and courteous manner and strive to reduce the rate of emergencies through public education and code enforcement. Ethical values will remain the core of decision making and will be executed by all levels of the Department.

Programs: Fire Administration - The Administration of the Stamford Fire Department consists of the Fire Chief, the Assistant Chief of Career Services, the Assistant Chief of Volunteer Services, and an Administrative Assistant. Long term vision, strategic planning, policy creation and adoption, budget administration, payroll, and records management, are all it's responsibility.

Goals: To move the Department from six completely seperate organizations, SFRD, New Hope, Belltown, Springdale, Turn of River, and Long Ridge Fire Companies into one Unified Fire Service.

Objectives: Appoint the Assistant Chief of Volunteer Services.

Results: The District Fire Chiefs are currently selecting 3 Candidates for submission to the Fire Chief.

Objectives: Create policies and procedures that allow all firefighters to work together both safely and efficiently to accomplish the mission of the combined department.

Results: The department is currently working under an interim court order

Goals: To streamline, verfiy and secure data and records management.

Objectives: Implement Telestaff/Kronos for all accruals of Vacation/Holiday/Comp Time, to use telestaff to automate daily staffing needs, and to transfer the payroll system to Kronos from legacy.

Results: Currently awaiting contract award

Objectives: Upgrade Firehouse to the .net -- Web Explorer version and bring all fire companies into a single RSM database

Results: Currently the department is using the SQL version of Firehouse. SFD and Glenbrook are on the same database. Belltown is starting the conversion process.

Programs: Fire Maintenance Division - The Maintenance division is responsible for the periodic maintenance and repair of all city owned fire apparatus, totaling 23, as well as, 35 small vehicles, trailers, all small powered tools, fire hydrants and the fleet of Self Contained Breathing Apparatus

Goals: Accurately track all maintenance performed to include labor costs, parts and other expenses.

Objectives: To fully implement the RoadBase Fleet Management system.

Results: The Department is currently entering vehicle and historical maintenance records into the system.

Goals: Reduce service intervals on all vehicles

Objectives: Reduce Service Intervals on all front line Fire Apparatus to 8 months.

Results: Current Average Service Interval is 12 months with the longest Front Line Rig at 13 months.

Objectives: Reduce Service Intervals on all Reserve Fire Apparatus and other response vehicles to 12 months.

Results: Currently the service interval on the Reserve and other response vehicle fleet is 18 months.

Programs: Fire Marshal Division - The Fire Marshal Division consists of the Fire Marshal, two assistant Fire Marshals, nine Deputy Fire Marshals, and an executive secretary. The Division is responsible for all Fire code compliance for all existing and new structures in the city of a size/occupancy greater than 2 family homes. It is also responsible for all fire investigations whether accidental in cause or intentionally set, 265 investigations were conducted in 2013. The Department's public fire education program is developed and administered through this office.

Goals: Perform all statutory mandated fire safety inspections on time.

Objectives: Perform fire safety inspections on all Assembly Occupancies (97 total with a combined seating limit of 11689 persons).

Results: 97 inspections performed during 2013. 100% goal achieved

Objectives: Perform all multi-family fire safety inspections annually. (1456 Occupancies with a total of 22357 living units).

Results: 652 Occupancies inspected -- 44% of goal achieved.

Objectives: Perform all educational occupancy fire safety inspections annually. (45 Educational Occupancies)

Results: 45 inspections performed in 2013 -- 100% goal achieved

Objectives: Perform all hotel fire safety inspections annually (12 hotels, 2413 total rooms)

Results: 12 inspected 100% Goal achieved

Objectives: Perform all health care facility fire safety inspections (30 facilities)

Results: 30 inspections conducted in 2013. 100% goal achieved.

Objectives: Perform fire safety inspections on all business occupancies every three years (1174 occupancies)

Results: 0 completed in 2013. 0% of goal achieved.

Goals: Promote the installation and use of smoke and CO detectors in one and two family dwellings.

Objectives: Re-publish and mail with tax bills the Self-Certification forms.

Results: 3677 self certification letters completed and returned for calendar year 2013

Objectives: Create a program for Line Division units to identify homes without proper detection during routine calls.

Results: Project in the design phase

Goals: Provide uniform coverage of fire marshal services throughout the entire city

Objectives: Identify district needs and workload to properly distribute work amongst the current staff.

Results: City Corporation Counsel currently working with Fire Marshal to establish parameters.

Programs: Line Division - The Line Division responds to approximately 11,000 incidents a year. It is responsible for all emergency responses to include Fire Suppression, Emergency Medical, Rescue and Hazardous Conditions, and Hazardous Materials.

Goals: Decrease total response time

Objectives: Decrease reflex time (the time of alarm to the time the apparatus start responding) to meet the national standard of 80 seconds 90% of the time. Standard methodology must be designed to allow the consistent capture of reflex times.

Results: Currently the average is just greater than 80 seconds with an average response time of 4.08 minutes.

Objectives: Use of AVL (Automatic Vehicle Location) in the Computer aided Dispatch System.

Results: The current mapping system does not allow for integration of AVL and CAD, a new mapping system is due 4th quarter 13/14.

Programs: Training Division - The SFD training division is responsible for all Fire/Emergency training for all line personnel of the Department. This includes initial training of new hires, ongoing inservice training of the current staff and all specialty training. The Division consists of a Deputy Chief/Training Director and two Captains.

Goals: Assure all Line Division members meet the industry benchmarks for annual training.

Objectives: Assure all Line Division members meet the ISO annual training benchmark of 192 hours.

Results: Currently the average number of hours of annual training for Line Members is 100.8 hours.

Objectives: Assure all Line Officers meet the annual industry benchmark of 12 hours of officer/supervisor training.

Results: For the calendar year 2013 the Average Annual Officer training was 9.5 hours.

Goals: Assure that all Line Division members meet at least the minimum certification levels needed to operate safely and legally.

Objectives: Assure all Line Supervisors meet the minimum requirement of State of CT Fire Officer I certification.

Results: As of 12/31/2013 70% of all SFD career officers hold at minimum Fire Officer I

Objectives: Assure all new career members meet the minimum certifications of EMT, FF1, FF2 and Haz Mat Operational

Results: As of 12/31/13 all new hires had met the minimum requirements

Objectives: Assure all Career Captains and Chiefs meet the minimum certification level of Fire Officer II.

Results: As of 12/31/13 43% of Career Captains and Deputy Chiefs hold at least a Fire Officer II Certification.

Form R (Revenue Estimates)

FY 14/15

Fire

Reference Number: 01303503421013 - Miscellaneous Permits-Fire

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$950.00	
FY 14/15 Rev Estimate:	\$150.00	-84.21%
FY 15/16 Projection:	\$152.00	1.33%
FY 16/17 Projection:	\$154.00	1.32%

Description: Fees for: Incident Reports, ESR, Fire Investigation Reports, Blasting Permits, Street Index Booklet, and Photocopies.

F/YTD = \$55.50

Estimated F/Y revenue anticipated @ \$150.00

Detailed Breakdown: Each of the fee subcategories have a different fee schedule:

Incident Reports (NIFRS) - \$.50 /page.

Fire Investigations (linked to NIFRS) - \$5.00 or more depending upon the complexity.

ESR (Environmental Search Records / Now considered FOI) - \$.50 /page

Department Summary Expense Report

FY 14/15

3510 Stamford Fire Department

Ref Num	Account Title	FY 13/14 Original Budget	FY 14/15 Dept Request	% Variance	FY 15/16 Projection	% Variance	FY 16/17 Projection	% Variance
01435101100	Fire/Salaries	\$20,499,239.00	\$20,499,239.00	0.00%	\$20,909,224.00	2.00%	21,327,408.00	1.99%
01435101203	Fire/Seasonal	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435101301	Fire/Overtime	\$2,600,000.00	\$3,805,000.00	46.34%	\$3,881,100.00	2.00%	3,958,722.00	2.00%
01435101501	Fire/Clothing Allowance	\$139,600.00	\$139,600.00	0.00%	\$142,392.00	2.00%	145,240.00	2.00%
01435101502	Fire/Car Allowance	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435101901	Fire/Differential	\$1,487,866.00	\$1,487,866.00	0.00%	\$1,517,623.00	1.99%	1,547,975.00	1.99%
01435101902	Fire/Stand-By Time	\$175,000.00	\$175,000.00	0.00%	\$178,500.00	2.00%	182,070.00	2.00%
01435101903	Fire/Holidays	\$1,550,000.00	\$1,550,000.00	0.00%	\$1,581,000.00	2.00%	1,612,620.00	2.00%
01435102100	Fire/Medical & Life Ins	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435102120	Fire/Active Medical & Life	\$5,531,403.00	\$5,531,403.00	0.00%	\$5,614,374.00	1.49%	5,698,590.00	1.50%
01435102121	Fire/Retiree Medical & Life	\$1,970,273.00	\$1,970,273.00	0.00%	\$1,999,827.00	1.49%	2,029,824.00	1.49%
01435102200	Fire/Social Security	\$285,249.00	\$285,249.00	0.00%	\$290,954.00	2.00%	296,773.00	1.99%
01435102304	Fire/Pensions-Firemen's Pen Fund	\$2,962,000.00	\$3,119,000.00	5.30%	\$3,165,785.00	1.50%	3,213,272.00	1.50%
01435102400	Fire/College Tuition	\$65,000.00	\$65,000.00	0.00%	\$65,975.00	1.50%	66,965.00	1.50%
01435102500	Fire/Unemployment Comp	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435103001	Fire/Prof Consultant	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435103201	Fire/Education & Training	\$50,000.00	\$75,000.00	50.00%	\$76,125.00	1.50%	77,267.00	1.50%
01435103202	Fire/Conf & Training	\$0.00	\$10,000.00	0.00%	\$10,150.00	1.50%	10,302.00	1.49%
01435103302	Fire/Recruit & Hiring	\$0.00	\$5,000.00	0.00%	\$5,075.00	1.50%	5,151.00	1.49%
01435103303	Fire/Medical Exams	\$66,990.00	\$66,990.00	0.00%	\$67,995.00	1.50%	69,015.00	1.50%
01435104400	Fire/Equipment Rental	\$50,000.00	\$50,000.00	0.00%	\$50,750.00	1.50%	51,511.00	1.49%
01435105101	Fire/Gasoline	\$42,742.00	\$44,932.00	5.12%	\$45,606.00	1.50%	46,290.00	1.49%
01435105102	Fire/Diesel Fuel	\$120,000.00	\$126,000.00	5.00%	\$127,890.00	1.50%	129,808.00	1.49%
01435105240	Fire/Pymts to Ins Fnd	\$1,060,901.00	\$1,060,901.00	0.00%	\$1,076,815.00	1.50%	1,092,967.00	1.49%

Department Summary Expense Report

FY 14/15

01435105301	Fire/Telephone	\$42,319.00	\$42,319.00	0.00%	\$42,954.00	1.50%	43,598.00	1.49%
01435105303	Fire/Communication Utilities	\$3,120.00	\$3,120.00	0.00%	\$3,167.00	1.50%	3,215.00	1.51%
01435105405	Fire/Postage	\$2,984.00	\$2,984.00	0.00%	\$3,029.00	1.50%	3,074.00	1.48%
01435105500	Fire/Copying & Printing	\$3,090.00	\$3,090.00	0.00%	\$3,136.00	1.48%	3,183.00	1.49%
01435106100	Fire/Office Supplies & Exp	\$18,000.00	\$21,000.00	16.66%	\$21,315.00	1.50%	21,635.00	1.50%
01435106201	Fire/Gas & Electric	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435106202	Fire/Water	\$1,360,000.00	\$1,560,000.00	14.70%	\$1,583,400.00	1.50%	1,607,151.00	1.50%
01435106203	Fire/Fuel Oil	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435106204	Fire/Electric - Utility	\$115,000.00	\$110,000.00	-4.35%	\$111,650.00	1.50%	113,325.00	1.50%
01435106205	Fire/Natural Gas - Utility	\$75,000.00	\$78,000.00	4.00%	\$79,170.00	1.50%	80,358.00	1.50%
01435106206	Fire/Sewer Utilities	\$5,440.00	\$8,900.00	63.60%	\$9,034.00	1.50%	9,170.00	1.50%
01435106601	Fire/Vehicle Maint	\$155,000.00	\$220,000.00	41.93%	\$223,300.00	1.50%	226,650.00	1.50%
01435106605	Fire/Equipment Maint	\$90,000.00	\$90,000.00	0.00%	\$91,350.00	1.50%	92,720.00	1.49%
01435106608	Fire/Alarms & System Maint	\$10,000.00	\$30,260.00	202.60%	\$30,714.00	1.50%	31,175.00	1.50%
01435106609	Fire/Hydrants Maint	\$30,000.00	\$168,000.00	460.00%	\$170,520.00	1.50%	173,078.00	1.50%
01435106700	Fire/Small Tools & Replace	\$8,000.00	\$8,000.00	0.00%	\$8,120.00	1.50%	8,242.00	1.50%
01435106710	Fire/Non Cap Comp Equip	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435106720	Fire/Firefighting Equipment	\$75,000.00	\$80,000.00	6.66%	\$81,200.00	1.50%	82,418.00	1.50%
01435106801	Fire/Laundry	\$12,000.00	\$15,000.00	25.00%	\$12,180.00	-18.80%	12,363.00	1.50%
01435106901	Fire/Protective Clothing	\$124,000.00	\$171,421.00	38.24%	\$173,992.00	1.49%	176,602.00	1.50%
01435106902	Fire/Uniforms	\$134,350.00	\$136,900.00	1.89%	\$138,954.00	1.50%	141,038.00	1.49%
01435106903	Fire/Medical Supplies	\$45,000.00	\$55,440.00	23.20%	\$56,272.00	1.50%	57,116.00	1.49%
01435108899	Fire/Investigation-Arson	\$2,500.00	\$3,500.00	40.00%	\$3,552.00	1.48%	3,605.00	1.49%
		\$40,967,066.00	\$42,874,387.00		\$43,654,169.00		\$44,451,486.00	

Department Summary Expense Report

FY 14/15

3533 Fire Training Center

Ref Num	Account Title	FY 13/14 Original Budget	FY 14/15 Dept Request	% Variance	FY 15/16 Projection	% Variance	FY 16/17 Projection	% Variance
01435335240	Fire Trng/Pynts to Ins Fnd	\$2,307.00	\$2,307.00	0.00%	\$2,342.00	1.51%	2,377.00	1.49%
01435336100	Fire Trng/Office Supplies & Exp	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00	0.00%
01435336205	Fire Trng/Util's-Natural Gas	\$6,000.00	\$6,000.00	0.00%	\$6,090.00	1.50%	6,181.00	1.49%
01435336614	Fire Trng/Facility Maint	\$1,000.00	\$1,000.00	0.00%	\$1,015.00	1.50%	1,030.00	1.47%
		\$9,307.00	\$9,307.00		\$9,447.00		\$9,588.00	

Form E (Expense Requested)

FY 14/15

Activity Center: 3510 - Stamford Fire Department

Reference Number: 01435101100 - Fire/Salaries

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$20,499,239.00	
FY 14/15 Dept Requested:	\$20,499,239.00	0.00%
FY 15/16 Projection:	\$20,909,224.00	2.00%
FY 16/17 Projection:	\$21,327,408.00	1.99%

Description: Full-time salaries

Detailed Breakdown:

Justification:

Reference Number: 01435101203 - Fire/Seasonal

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435101301 - Fire/Overtime

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$2,600,000.00	
FY 14/15 Dept Requested:	\$3,805,000.00	46.34%
FY 15/16 Projection:	\$3,881,100.00	2.00%
FY 16/17 Projection:	\$3,958,722.00	2.00%

Description: Overtime Account- Minimum Manpower, Call Backs, Dispatch Staffing, etc.

Detailed Breakdown: Minimum Staffing: 91%, 911 Minimum Staffing: 4%, Fire Marshal Investigations: 2%, Call Back 1%, Mechanical 2%

Justification: Trending off historic data and the current year to date expenditures the 13/14 account will fall \$850,000 short. Staffing is assumed to be similar to the FY 14/15 so overtime expenditure rates should mirror the current fiscal year

Reference Number: 01435101501 - Fire/Clothing Allowance

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$139,600.00	
FY 14/15 Dept Requested:	\$139,600.00	0.00%
FY 15/16 Projection:	\$142,392.00	2.00%
FY 16/17 Projection:	\$145,240.00	2.00%

Description: Annual Uniform Allowance Per Collective Bargaining Agreement

Detailed Breakdown: 24 persons @ \$600 ea , 250 at \$500 ea

Form E (Expense Requested)

FY 14/15

Justification:

Reference Number: 01435101502 - Fire/Car Allowance

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435101901 - Fire/Differential

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,487,866.00	
FY 14/15 Dept Requested:	\$1,487,866.00	0.00%
FY 15/16 Projection:	\$1,517,623.00	1.99%
FY 16/17 Projection:	\$1,547,975.00	1.99%

Description:

Night and Sunday differential per Collective Bargaining Agreement- SPFFA

Detailed Breakdown:

10% night differential and 15% Sunday differential is added to the base rate of any employee working at those times. Based on historical trends. Calculations using salary and actual members on the roster.

Justification:

Collective Bargaining Agreement

Reference Number: 01435101902 - Fire/Stand-By Time

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$175,000.00	
FY 14/15 Dept Requested:	\$175,000.00	0.00%
FY 15/16 Projection:	\$178,500.00	2.00%
FY 16/17 Projection:	\$182,070.00	2.00%

Description:

This account covers costs associated with personnel who work in a higher classification than their permanent position (acting) and stand-by/on-call firefighting personnel who are paid \$10/day and Teamster/UE employee paid hourly per Collective Bargaining Agreement - SPFFA

Detailed Breakdown:

Stand-by 10.00 day 1 ea Training/Safety officer \$3,660 Fire Marshal \$3,660 Mechanic \$3,660 Total \$10,980
Balance is for Acting officers.

Justification:

Collective bargaining agreement.

Reference Number: 01435101903 - Fire/Holidays

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,550,000.00	
FY 14/15 Dept Requested:	\$1,550,000.00	0.00%
FY 15/16 Projection:	\$1,581,000.00	2.00%

Form E (Expense Requested)

FY 14/15

FY 16/17 Projection: \$1,612,620.00 2.00%

Description: Holiday payment of an additional hour of pay per hour worked (Double Time) to Firefighting personnel when a holiday is worked. Firefighting personnel may also sell any holidays earned in the fiscal year (13.5 earned holidays @ 12/hr days) Per the Collective Bargaining Agreement

Detailed Breakdown:

Justification: Collective bargaining agreement.

Reference Number: 01435102100 - Fire/Medical & Life Ins

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description: Annual health insurance costs for active and retired employees

Detailed Breakdown:

Justification:

Reference Number: 01435102120 - Fire/Active Medical & Life

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$5,531,403.00	
FY 14/15 Dept Requested:	\$5,531,403.00	0.00%
FY 15/16 Projection:	\$5,614,374.00	1.49%
FY 16/17 Projection:	\$5,698,590.00	1.50%

Description: Active Medical & Life

Detailed Breakdown:

Justification:

Reference Number: 01435102121 - Fire/Retiree Medical & Life

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,970,273.00	
FY 14/15 Dept Requested:	\$1,970,273.00	0.00%
FY 15/16 Projection:	\$1,999,827.00	1.49%
FY 16/17 Projection:	\$2,029,824.00	1.49%

Description: Retiree Medical & Life

Detailed Breakdown:

Justification:

Reference Number: 01435102200 - Fire/Social Security

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$285,249.00	
FY 14/15 Dept Requested:	\$285,249.00	0.00%
FY 15/16 Projection:	\$290,954.00	2.00%

Form E (Expense Requested)

FY 14/15

FY 16/17 Projection: \$296,773.00 1.99%

Description: FICA-related expenses

Detailed Breakdown:

Justification:

Reference Number: 01435102304 - Fire/Pensions-Firemen's Pen Fund

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$2,962,000.00	
FY 14/15 Dept Requested:	\$3,119,000.00	5.30%
FY 15/16 Projection:	\$3,165,785.00	1.50%
FY 16/17 Projection:	\$3,213,272.00	1.50%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435102400 - Fire/College Tuition

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$65,000.00	
FY 14/15 Dept Requested:	\$65,000.00	0.00%
FY 15/16 Projection:	\$65,975.00	1.50%
FY 16/17 Projection:	\$66,965.00	1.50%

Description: Reimbursement for approved college courses and State of CT fire courses per the Collective Bargaining Agreement- SPFFA

Detailed Breakdown: 100% reimbursement.

Justification: Collective bargaining agreement.

Reference Number: 01435102500 - Fire/Unemployment Comp

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description: Unemployment compensation payments

Detailed Breakdown:

Justification:

Reference Number: 01435103001 - Fire/Prof Consultant

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Form E (Expense Requested)

FY 14/15

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435103201 - Fire/Education & Training

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$50,000.00	
FY 14/15 Dept Requested:	\$75,000.00	50.00%
FY 15/16 Projection:	\$76,125.00	1.50%
FY 16/17 Projection:	\$77,267.00	1.50%

Description: Education and Training to include Academy Training for new personnel (Per CBA) and Speciality Programs contracted.

Detailed Breakdown: Recruit Firefighters at CT Fire Academy \$7,000 each. Speciality Contracted Training \$10,000 per program

Justification: Training is at the heart of all services provided by the fire service, this small increase in resources will allow for a great increase in the certification and competency levels across the department.

Reference Number: 01435103202 - Fire/Conf & Training

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$10,000.00	0.00%
FY 15/16 Projection:	\$10,150.00	1.50%
FY 16/17 Projection:	\$10,302.00	1.49%

Description: The Department must stay current with ever changing technology, and State and Federal regulations pertaining to Incident emergency response. There is a true need to attend conferences to keep up with changes in our profession. New Chief Officers need com

Detailed Breakdown: Firehouse user conf. 1,500 ea x 3 = 4,500
Travel reimbursement costs for Fire Marshal conf, mechanic workshops
Administration conferences 1,500.00

Justification: Enable Department to stay current on leadership, safety, technology, command and executive functions within the fire service better allowing our staff to convert the already short dollars into much needed services.

Reference Number: 01435103302 - Fire/Recruit & Hiring

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$5,000.00	0.00%
FY 15/16 Projection:	\$5,075.00	1.50%
FY 16/17 Projection:	\$5,151.00	1.49%

Description: The cost associated with hiring of new fire fighters. This includes but is not limited to advertising, meeting with community leaders and groups.

Detailed Breakdown:

Justification: Ensure candidates for Fire Department are representative of the community we serve.

Reference Number: 01435103303 - Fire/Medical Exams

Form E (Expense Requested)

FY 14/15

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$66,990.00	
FY 14/15 Dept Requested:	\$66,990.00	0.00%
FY 15/16 Projection:	\$67,995.00	1.50%
FY 16/17 Projection:	\$69,015.00	1.50%

Description: Funding the Annual Costs of the Department Wellness Program, Speciality and ordered physicals of Firefighters

Detailed Breakdown: Wellness program \$40,000, physicals for Hazmat response teams, dive teams, CDL's, Coast Guard Capt's license physicals. IMEs as required for fitness to return to duty post coming off long term sick or injury leave.

Justification:

Reference Number: 01435104400 - Fire/Equipment Rental

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$50,000.00	
FY 14/15 Dept Requested:	\$50,000.00	0.00%
FY 15/16 Projection:	\$50,750.00	1.50%
FY 16/17 Projection:	\$51,511.00	1.49%

Description: Monthly and Annual Rental Charges on Copiers and the Temporary Fire House on Vine Road.

Detailed Breakdown: Trailer furniture and systems maintenance \$18,000.00 Equipment leases \$2666.00 / month x 12 = \$32,000

Justification:

Reference Number: 01435105101 - Fire/Gasoline

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$42,742.00	
FY 14/15 Dept Requested:	\$44,932.00	5.12%
FY 15/16 Projection:	\$45,606.00	1.50%
FY 16/17 Projection:	\$46,290.00	1.49%

Description: This account covers the purchase of unleaded premium gasoline all Fire Department gasoline powered vehicles and small tools.

Detailed Breakdown: 16655 Gallons @ 2.6978/Gallon = \$44,932.00

Justification: A forecasted price increase of 5% over the 13/14 pricing by City Fleet Manager

Reference Number: 01435105102 - Fire/Diesel Fuel

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$120,000.00	
FY 14/15 Dept Requested:	\$126,000.00	5.00%
FY 15/16 Projection:	\$127,890.00	1.50%
FY 16/17 Projection:	\$129,808.00	1.49%

Description: Purchase of Diesel Fuel for all diesel powered apparatus

Detailed Breakdown: 40,000 Gallons @\$3.15/gallons = 126,000.00

Form E (Expense Requested)

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Justification: A forecasted pricing increase of 5% from 13/14 average per City Fleet Manager

Reference Number: 01435105240 - Fire/Pymts to Ins Fnd

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,060,901.00	
FY 14/15 Dept Requested:	\$1,060,901.00	0.00%
FY 15/16 Projection:	\$1,076,815.00	1.50%
FY 16/17 Projection:	\$1,092,967.00	1.49%

Description: To reimburse the Insurance Fund for liability and worker's compensation costs

Detailed Breakdown:

Justification:

Reference Number: 01435105301 - Fire/Telephone

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$42,319.00	
FY 14/15 Dept Requested:	\$42,319.00	0.00%
FY 15/16 Projection:	\$42,954.00	1.50%
FY 16/17 Projection:	\$43,598.00	1.49%

Description: Monthly Telephone, Cell phone and mobile modem expenses

Detailed Breakdown: Modems
Station phones
Cell phones

Justification:

Reference Number: 01435105303 - Fire/Communication Utilities

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$3,120.00	
FY 14/15 Dept Requested:	\$3,120.00	0.00%
FY 15/16 Projection:	\$3,167.00	1.50%
FY 16/17 Projection:	\$3,215.00	1.51%

Description: This account covers the costs associated with various communication systems

Detailed Breakdown: PA and Zetron Maintenance

Justification:

Reference Number: 01435105405 - Fire/Postage

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$2,984.00	
FY 14/15 Dept Requested:	\$2,984.00	0.00%
FY 15/16 Projection:	\$3,029.00	1.50%
FY 16/17 Projection:	\$3,074.00	1.48%

Description: Cost of Fire dept. postage as billed from Central Services.

Detailed Breakdown: 100% postage.

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Justification: Outgoing mail for Administration, Fire Marshal and Mechanical divisions.

Reference Number: 01435105500 - Fire/Copying & Printing

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$3,090.00	
FY 14/15 Dept Requested:	\$3,090.00	0.00%
FY 15/16 Projection:	\$3,136.00	1.48%
FY 16/17 Projection:	\$3,183.00	1.49%

Description: Copying and printing charges from Central services. Fire Dept. forms and stationary.

Detailed Breakdown: 100% copying and printing.

Justification:

Reference Number: 01435106100 - Fire/Office Supplies & Exp

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$18,000.00	
FY 14/15 Dept Requested:	\$21,000.00	16.66%
FY 15/16 Projection:	\$21,315.00	1.50%
FY 16/17 Projection:	\$21,635.00	1.50%

Description: This account covers all consumable office supplies and software for the Administrative Office, Training, Fire Marshal & Prevention, Maintenance and the nine (9) fire stations.

Detailed Breakdown: 100% office supplies

Justification:

Reference Number: 01435106201 - Fire/Gas & Electric

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435106202 - Fire/Water

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,360,000.00	
FY 14/15 Dept Requested:	\$1,560,000.00	14.70%
FY 15/16 Projection:	\$1,583,400.00	1.50%
FY 16/17 Projection:	\$1,607,151.00	1.50%

Description: Water main rental(Fire protection) and Domestic (Firehouse) Water Bill

Detailed Breakdown: Water main per inch/foot of water main 15,220,310 InFt X \$.09748=\$1,483,676.00
Station domestic usage \$50,000

Justification: New water main and hydrant charge increase starting in October 2013 is 11% and the

Form E (Expense Requested)

FY 14/15

domestic water increase will be 18%, Also an increase in the number Inch Feet of pipe is expected with the build out of the south End and other areas of the city.

Reference Number: 01435106203 - Fire/Fuel Oil

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:**Detailed Breakdown:****Justification:****Reference Number: 01435106204 - Fire/Electric - Utility**

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$115,000.00	
FY 14/15 Dept Requested:	\$110,000.00	-4.35%
FY 15/16 Projection:	\$111,650.00	1.50%
FY 16/17 Projection:	\$113,325.00	1.50%

Description: Usage of electricity for six (6) fire stations, one (1) maintenance facility and one (1) training facility.

Detailed Breakdown: 100% electricity. Based upon current use profile we are spending Approx. \$9000 per month.

Justification: Reduction due to rate change.

Reference Number: 01435106205 - Fire/Natural Gas - Utility

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$75,000.00	
FY 14/15 Dept Requested:	\$78,000.00	4.00%
FY 15/16 Projection:	\$79,170.00	1.50%
FY 16/17 Projection:	\$80,358.00	1.50%

Description: Natural gas for six (6) stations, one (1) maintenance facility. Fire stations and maintenance facility are heated with natural gas. Propane for Stations 8 & 9 .

Detailed Breakdown: 100% natural gas for heat and domestic hot water.

Justification: Increase due to rate increase of 4%

Reference Number: 01435106206 - Fire/Sewer Utilities

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$5,440.00	
FY 14/15 Dept Requested:	\$8,900.00	63.60%
FY 15/16 Projection:	\$9,034.00	1.50%
FY 16/17 Projection:	\$9,170.00	1.50%

Description: WPCA charge for fire stations

Detailed Breakdown: 100% charge from WPCA based on domestic water usage

Form E (Expense Requested)

FY 14/15

Justification: Increase to reflect actual 12/13 and a 12% increase to the rates.

Reference Number: 01435106601 - Fire/Vehicle Maint

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$155,000.00	
FY 14/15 Dept Requested:	\$220,000.00	41.93%
FY 15/16 Projection:	\$223,300.00	1.50%
FY 16/17 Projection:	\$226,650.00	1.50%

Description: Parts and outside labor to maintain the fleet of Fire Apparatus and cars

Detailed Breakdown: Out sourcing jobs 30%
Parts and service material 70%

Justification: The trend over the last 3 years has shown that the current budget is inadequate to keep up with the pace of periodic maintenance and repairs. 12/13 reflected a actual expenditure of \$240,284.89, and this year we are tracking toward a figure of \$230,000. The replacement of three fire apparatus this fiscal year should diminish the needs next year somewhat.

Reference Number: 01435106605 - Fire/Equipment Maint

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$90,000.00	
FY 14/15 Dept Requested:	\$90,000.00	0.00%
FY 15/16 Projection:	\$91,350.00	1.50%
FY 16/17 Projection:	\$92,720.00	1.49%

Description: Parts and outside labor for Maintenance of Emergency Equipment

Detailed Breakdown: 76% equipment maintenance.
24% maintenance contracts.

Justification:

Reference Number: 01435106608 - Fire/Alarms & System Maint

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$10,000.00	
FY 14/15 Dept Requested:	\$30,260.00	202.60%
FY 15/16 Projection:	\$30,714.00	1.50%
FY 16/17 Projection:	\$31,175.00	1.50%

Description: Monthly/Annual Alarm and RMS expenses

Detailed Breakdown: Visionair 11,275
Net Motion 12,954
ADT 6,031

Justification:

Reference Number: 01435106609 - Fire/Hydrants Maint

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$30,000.00	

Form E (Expense Requested)**FY 14/15**

FY 14/15 Dept Requested:	\$168,000.00	460.00%
FY 15/16 Projection:	\$170,520.00	1.50%
FY 16/17 Projection:	\$173,078.00	1.50%

Description: Maintenance and Repair of Fire Hydrants

Detailed Breakdown: 2100 hydrants@ \$80.00 per service

Justification: To allow for the ISO and NFPA mandated hydrant inspections.

Reference Number: 01435106700 - Fire/Small Tools & Replace

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$8,000.00	
FY 14/15 Dept Requested:	\$8,000.00	0.00%
FY 15/16 Projection:	\$8,120.00	1.50%
FY 16/17 Projection:	\$8,242.00	1.50%

Description: Small Tool Purchase and Replacement for Mechanical Division

Detailed Breakdown: 100% small tools

Justification:

Reference Number: 01435106710 - Fire/Non Cap Comp Equip

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435106720 - Fire/Firefighting Equipment

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$75,000.00	
FY 14/15 Dept Requested:	\$80,000.00	6.66%
FY 15/16 Projection:	\$81,200.00	1.50%
FY 16/17 Projection:	\$82,418.00	1.50%

Description: Firefighting Equipment purchase and replacement

Detailed Breakdown: 100% Firefighting equipment

Justification: Increase in equipment pricing over the last 12 months

Reference Number: 01435106801 - Fire/Laundry

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$12,000.00	
FY 14/15 Dept Requested:	\$15,000.00	25.00%
FY 15/16 Projection:	\$12,180.00	-18.80%

Form E (Expense Requested)

FY 14/15

FY 16/17 Projection: \$12,363.00 1.50%

Description: Laundry Supplies, machines and service

Detailed Breakdown: cleaning supplies 20%
replacement equipment 75%

Justification: The Large majority of the washing machines at the fire stations are reaching the end of their service life.

Reference Number: 01435106901 - Fire/Protective Clothing

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$124,000.00	
FY 14/15 Dept Requested:	\$171,421.00	38.24%
FY 15/16 Projection:	\$173,992.00	1.49%
FY 16/17 Projection:	\$176,602.00	1.50%

Description: Purchase/Repair of all Personal Protective Clothing

Detailed Breakdown: Replacement of 1/5 of all Turn Out Gear and facepieces Annually -- 54 sets @ \$2560.00 = \$138240.00, 1/4 of all hoods and gloves -- 67 sets at \$98.00 = \$6566.00, 1/10 of all Helmets -- 27 @ \$245.00 = \$6615.00, SCBA parts @ \$20,000 annually

Justification: A change in the current NFPA standard 1851 now requires replacement of all turn out gear every 10 years. In order to accomplish our mission Firefighters require two sets of gear, new set issued every five years, to have the ability to switch into spare gear after an incident while their gear is being serviced and cleaned, this also extends the life of the gear out to the full 10 years.

Reference Number: 01435106902 - Fire/Uniforms

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$134,350.00	
FY 14/15 Dept Requested:	\$136,900.00	1.89%
FY 15/16 Projection:	\$138,954.00	1.50%
FY 16/17 Projection:	\$141,038.00	1.49%

Description: Purchase of Uniforms

Detailed Breakdown: 15 New Employees @ \$1500.00 = \$22,500.
266 current employees @ \$400.00 = \$106,400 10 promotions @ \$800.00

Justification: A 1.9% increase over last year, a significant number of retirements are expected as well as an increase in pricing.

Reference Number: 01435106903 - Fire/Medical Supplies

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$45,000.00	
FY 14/15 Dept Requested:	\$55,440.00	23.20%
FY 15/16 Projection:	\$56,272.00	1.50%
FY 16/17 Projection:	\$57,116.00	1.49%

Description: Emergency Medical Equipment

Detailed Breakdown: This account is used solely for the purchase of Emergency Medical Supplies. Stamford Fire Department runs on approximately 5500 EMS calls for service annually, the average equipment cost per run is \$10.08 a call.
5500 X \$10.08 = \$55440.00

Form E (Expense Requested)

FY 14/15

Justification: an increase in costs of medical equipment

Reference Number: 01435108899 - Fire/Investigation-Arson

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$2,500.00	
FY 14/15 Dept Requested:	\$3,500.00	40.00%
FY 15/16 Projection:	\$3,552.00	1.48%
FY 16/17 Projection:	\$3,605.00	1.49%

Description: Expenses in regards to Fire Investigations and public education

Detailed Breakdown: Cameras, evidence cans, educational materials, Etc

Justification: Increase need for public education in regards to the Smoke/CO detector ordinance.

\$42,874,387.00

Form E (Expense Requested)

FY 14/15

Activity Center: 3533 - Fire Training Center

Reference Number: 01435335240 - Fire Trng/Pymts to Ins Fnd

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$2,307.00	
FY 14/15 Dept Requested:	\$2,307.00	0.00%
FY 15/16 Projection:	\$2,342.00	1.51%
FY 16/17 Projection:	\$2,377.00	1.49%

Description: To reimburse the Insurance Fund for liability and worker's compensation costs

Detailed Breakdown:

Justification:

Reference Number: 01435336100 - Fire Trng/Office Supplies & Exp

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$0.00	
FY 14/15 Dept Requested:	\$0.00	0.00%
FY 15/16 Projection:	\$0.00	0.00%
FY 16/17 Projection:	\$0.00	0.00%

Description:

Detailed Breakdown:

Justification:

Reference Number: 01435336205 - Fire Trng/Util's-Natural Gas

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$6,000.00	
FY 14/15 Dept Requested:	\$6,000.00	0.00%
FY 15/16 Projection:	\$6,090.00	1.50%
FY 16/17 Projection:	\$6,181.00	1.49%

Description: Natural and Propane gas needed at the training facility for using the burn simulators (indoor-natural & outdoor-propane).

Detailed Breakdown: 100% training fuel to fire simulators and scrubbers

Justification:

Reference Number: 01435336614 - Fire Trng/Facility Maint

	<u>Amount</u>	<u>% Inc/Dec</u>
FY 13/14 Adopted:	\$1,000.00	
FY 14/15 Dept Requested:	\$1,000.00	0.00%
FY 15/16 Projection:	\$1,015.00	1.50%
FY 16/17 Projection:	\$1,030.00	1.47%

Description: Supplies and services needed for the Training center

Detailed Breakdown: 100% training facility supplies.

Justification:

Form E (Expense Requested)

FY 14/15

\$9,307.00

Appendix A

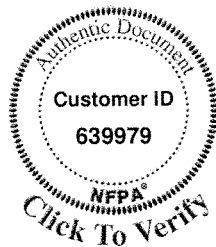
Excerpt from NFPA 1851

Standard on Selection, Care and Maintenance
Of Protective Ensembles for Structural Firefighting

NFPA[®] 1851

Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting

2008 Edition



NFPA, 1 Batterymarch Park, Quincy, MA 02169-7471
An International Codes and Standards Organization

9.1.2* Ensembles and ensemble elements shall be clean and dry before storage.

9.1.3 Ensemble and ensemble elements shall not be stored in airtight containers unless they are new and unissued.

9.1.4* Ensembles and ensemble elements shall not be stored at temperatures below -32°C (-25°F) or above 82°C (180°F).

9.1.5 Ensembles and ensemble elements shall not be stored or transported in compartments or trunks with sharp objects, tools, or other equipment that could damage the ensembles or ensemble elements. Where ensembles or ensemble elements must be transported or stored in such environments, the ensemble or element(s) shall be placed in a protective case or bag to prevent damage.

9.1.6* Soiled ensembles and ensemble elements shall not be stored in living quarters or with personal belongings or taken or transported in the passenger compartment of personal vehicles. Where ensembles or ensemble elements must be stored or transported in such environments, the ensembles or ensemble element(s) shall be placed in a protective case or bag to prevent cross contamination.

9.1.7* Ensembles and ensemble elements shall not be stored in contact with contaminants such as, but not limited to, oils, solvents, acids, or alkalis.

9.1.8 Proximity fire fighting protective coat and trouser elements shall be stored by hanging to limit the damage caused by creasing and shall not be stored folded.

9.1.9 Ensemble and ensemble element storage areas shall be clean, dry, and well ventilated.

Chapter 10 Retirement, Disposition, and Special Incident Procedure

10.1 Retirement.

10.1.1* The organization shall develop specific criteria for removal of structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements from service, which includes, but is not limited to, issues that are specific to the ensembles or ensemble elements being used by the organization, the manufacturer's instructions, and the experience of the organization.

10.1.2* Structural fire fighting ensembles and ensemble elements shall be retired in accordance with 10.2.1, no more than 10 years from the date the ensembles or ensemble elements were manufactured.

10.1.3 Proximity fire fighting ensembles and ensemble elements shall be retired in accordance with 10.2.1, no more than 10 years from the date the ensembles or ensemble elements were manufactured.

10.1.3.1* In all cases, the radiant reflective outer shell shall be replaced at a maximum of 5 years.

10.1.4* Structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements that are worn or damaged to the extent that the organization deems it not possible or cost effective to repair them shall be retired in accordance with 10.2.1.

10.1.5* Structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble

elements that were not in compliance with the edition of the applicable NFPA standard that was current when the ensembles and ensemble elements were manufactured shall be retired in accordance with 10.2.1.

10.1.6 Structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements that are contaminated to the extent that the organization deems it not possible or cost effective to decontaminate them shall be retired in accordance with 10.2.1.

10.1.7 Structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements that are contaminated by CBRN terrorism agents shall be immediately retired as specified in 10.2.1 after confirmed exposure and shall not be reused.

10.1.8* Structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements that are no longer of use to the organization for emergency operations service but are not contaminated, defective, or damaged shall be retired in accordance with 10.2.1 or 10.2.2.

10.2 Disposition of Retired Elements.

10.2.1 Retired structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements shall be destroyed or disposed of in a manner ensuring that they will not be used in any fire fighting or emergency activities, including live fire training.

10.2.2 Retired structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements as determined in 10.1.8 shall be permitted to be used as follows:

- (1) For training that does not involve live fire, provided the ensembles and ensemble elements are appropriately marked as being for non-live fire training only
- (2) As determined by the organization

10.3 Special Incident Procedure.

10.3.1* The organization shall have procedures for the handling and custody of structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements that were worn by fire fighters who were victims at incidents where serious injuries or fatalities to the fire fighters occurred.

10.3.2 In the absence of any other prevailing rules of evidence, the organization's procedures shall include at least the following:

- (1) Provisions shall be made for the immediate removal from service and preservation of all structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements utilized by the injured or deceased fire fighter.
- (2) Custody of such ensembles and ensemble elements shall be maintained at a secure location with controlled, documented access.
- (3) All such structural fire fighting ensembles and ensemble elements and proximity fire fighting ensembles and ensemble elements shall be nondestructively tagged and stored only in paper or cardboard containers to prevent further degradation or damage. Plastic or airtight containers shall not be used.

Appendix B

Insurance Services Office Fire Suppression Rating Schedule Water Supply



ISO's Public Protection Classification
(PPC™) Program

Access to Technical Documents

100. Introduction

Section I: Public Fire Suppression

200. General

300. Needed Fire Flow

400. Receiving and Handling Fire
Alarms

500. Fire Department

600. Water Supply

700. Total Credit and Classification

800. Class 8B and Class 9 Protection

Section II: Individual Property Fire Suppression

900. General

1000. Fire Department Companies

1100. Water Supply System

1200. Credit and Classification

Fire Suppression Rating Schedule — Water Supply

600. GENERAL:

This item reviews the water supply system that is available for fire suppression in the city.

601. PART OF CITY UNPROTECTED:

If any built-on area of the city is not within 1,000 feet of a recognized water system, the unprotected area may receive Class 9 (See Items 801 and 802).

602. MAXIMUM DAILY CONSUMPTION RATE (MDC):

Commentary available for this item
The maximum daily consumption rate is the average rate of consumption on the maximum day. The maximum day is the 24-hour period during which the highest consumption total is recorded in the latest 3-year period. High consumption that will not occur again due to changes in the system, or that was caused by unusual operations, will not be considered.

When no actual figure for maximum daily consumption is available, it will be estimated on the basis of consumption in other cities of similar character and climate. Such estimates will be at least 50 percent greater than the average daily consumption. When a system is in 2 or more service levels, consider the total maximum daily consumption that must pass through the service level being reviewed.

603. MINIMUM PRESSURE:

A water system is reviewed at a residual water pressure of 20 psi.

604. FIRE FLOW AND DURATION:

The fire flow duration should be 2 hours for Needed Fire Flows (NFFi) up to 2,500 gpm, and 3 hours for Needed Fire Flows of 3,000 and 3,500 gpm.

605. SERVICE LEVEL:

A service level is a part of the city distribution system that is served by one or more sources of supply but that is separated from the remaining distribution system by closed valves, check valves or pressure regulating equipment, or is not connected.

When a system is supplied from 2 or more sources or supply works, the credit shall be based upon the combined protection provided from all sources or supply works.

610. REVIEW OF SUPPLY SYSTEM:

The ability of the water supply system to deliver the Needed Fire Flow (NFFi) at representative locations throughout the city is reviewed in Items 611 through 616. For each representative location, the supply works, mains, and hydrant distribution are reviewed separately.

611. SUPPLY WORKS: Commentary available for this item

The absolute minimum supply available from water sources under extreme dry weather conditions should not be taken as the measure of the normal ability of the source of supply. The normal sustained flow of supplies should be used as the normal capacity of the source. If the supply is regularly reduced for a period exceeding one month per year, prorate the available supply by the time available.

1. Minimum Storage (MSi):

The average daily minimum water storage maintained is the maximum amount that can be credited. For storage floating on the distribution system, only the portion of average daily minimum storage that can be delivered at the required residual pressure, and for the fire duration at the point of use, shall be credited. (MS) is the sum of all these storages (

$MS = \sum MS_i$) available at the test location for the fire duration, expressed in gpm.

For ground or below-ground storage, where the average daily minimum storage must be repumped, the storage is credited, or is limited by pumps under PU according to the capacity of the pumping facility for the fire duration.

When a city experiences large seasonal fluctuations of population and therefore wide variations in consumption, the average daily minimum storage will be considered at the time when consumption is average for the maximum population.

2. **Pumps (PU_i):** Commentary available for this item

Pumps should be credited at their effective capacities when delivering at normal operating pressures. The effective capacity may be limited by filters, softeners, or other devices in suction or discharge lines, and, when pumping stored water their effective capacity may be limited by the average minimum daily storage. The total pumping capacity (PU) shall be the sum of all pump facilities ($PU = \sum PU_i$) available at the test location, expressed in gpm.

When there are 2 or more pump lifts in series, the effective pump capacity is the capacity of the lift with the lowest total capacity.

When the same pumps can operate in 2 or more lifts, they shall be credited in each lift to determine the lift with the lowest total capacity.

3. **Filters (FL_i):** Commentary available for this item

Filters may be considered as capable of operating at a reasonable overload capacity based on records. When filters limit the capacity of subsequent pumping stages, consider them as a pump capacity limit (PU_i). When filters deliver water directly into the distribution system, without pumping, the total filter capacity (FL) shall be the sum of all filter capacities ($FL = \sum FL_i$) available at the test location, expressed in gpm.

4. **Emergency Supply (EM_i):** Commentary available for this item

The ability to utilize emergency supplies through connections from other systems or from separate sources, storage, or equipment not normally used shall be considered in reviewing the system. Credit shall be given for emergency supplies that come in automatically.

Credit will also be given for other emergency supplies when sufficient supply is available on the system being reviewed to maintain the total rate credited during the period that would elapse before delivery is possible from the emergency supplies. The total emergency supply capacity (EM) shall be the sum of all emergency supplies ($EM = \sum EM_i$) available at the test location, expressed in gpm.

5. **Suction Supply (SS_i):**

Where bays, rivers, canals, streams, ponds, wells, cisterns, or other similar sources are available as suction supply for fire department pumpers, the suction supply shall be considered with respect to its ability, including accessibility, availability during freezing weather, floods, droughts, or other adverse conditions to satisfy the Needed Fire Flow (NFF_i) at test locations. The total suction supply (SS) credited shall be the sum of suction supplies ($SS = \sum SS_i$) at the test location for the fire duration, or the capacity of the fire department pumping equipment, whichever is less, expressed in gpm.

6. **Fire Department Supply (FDS):** Commentary available for this item

Supply delivered by fire department vehicles carrying or relaying at least 250 gpm to the fire shall be credited. This application rate shall be obtained within 5 minutes of arrival at the fire site, and shall continue for the fire duration of the Needed Fire Flow (NFF_i). If the rate of flow can be increased within 15 minutes of arrival at the fire site, and can be continued for the fire duration of the Needed Fire Flow, the higher rate will be credited.

The travel time of apparatus shall be calculated from the formula:

$$T = 0.65 + 1.7D$$

T = minutes.

D = miles.

Slower speeds will be used for underpowered apparatus, or apparatus laying hose lines.

The fire department supply (FDS) shall be the capacity of the supply for the fire duration, the capacity of the source pumping equipment, the capacity of the delivery equipment, or the capacity of the final delivery pumping equipment, whichever is least, at the test location, expressed in gpm.

612. SUPPLY WORKS CAPACITY (SWC_i): Commentary available for this item

Calculate the supply works capacity, considering the fire flow duration, for each representative test location. Express the result in gpm.

$$SWC_{ik} = [(MS + PU + FL + EM) - MDC] + SS + FDS; \text{ for one supply.}$$

Where 2 or more supplies are available at a test location,

$$SWC_i = \sum_{k=1}^n SWC_{ik}, \text{ where } n = \text{the number of supplies.}$$

613. MAIN CAPACITY (MC_i): Commentary available for this item

The normal ability of the distribution system to deliver Needed Fire Flows (NFF_i) at those test locations considered in Item 612 shall be reviewed. The results of a flow test at a representative test location will indicate the ability of mains to carry water to that location.

If tests are made on 2 or more systems or service levels at the same location, credit will be given for the sum of the test results on each system, or service, up to the limit of supply, for the fire flow duration at that location.

MC_i = Tested gpm at 20-psi residual pressure.

614. HYDRANT DISTRIBUTION (HD_i): Commentary available for this item

This item reviews each hydrant within 1,000 feet of a representative test location, measured as hose can be laid by apparatus, to satisfy the Needed Fire Flow (NFF_i). Credit up to 1,000 gpm from each hydrant within 300 feet of the location, 670 gpm from hydrants within 301 to 600 feet of the location and 250 gpm from hydrants within 601 to 1,000 feet of the location. The normal distribution of hydrants in the vicinity of those test locations considered in Items 612 and 613 shall be evaluated.

When there are 2 or more systems or services distributing water at the same location, credit shall be given on the basis of the joint protection provided by all systems and services available.

1. Sub-standard type hydrants, with at least one fire department outlet, will be considered if capable of delivering at least 250 gpm.
2. A cistern or other suction point shall be capable of supplying 250 gpm for at least 2 hours to be recognized.
3. The maximum credit for a hydrant may be limited by A or B above and shall be limited by the number and size of outlets as follows:

	Maximum Credit
At least one pumper outlet	1,000 gpm
Two or more hose outlets, no pumper outlet	750
One hose outlet only	500

HD_{ik} is the creditable capacity for each hydrant within 1,000 feet of the test location, expressed in gpm.

$$HD_i = \sum_{k=1}^n HD_{ik}, \text{ where } n = \text{the number of hydrants within 1,000 feet of the test location.}$$

615. CAPABILITY OF WATER SYSTEM AT TEST LOCATION (TLC_i): Commentary available for this item

The creditable rate of flow at each test location is the lowest of NFF_i, SWC_i, MC_i or HD_i.

616. CREDIT FOR SUPPLY SYSTEM (CSS): Commentary available for this item

$$CSS = \frac{TLC}{NFF} \times 35$$

$$TLC = \sum_{i=1}^n TLC_i, \text{ where } n = \text{number of test locations.}$$

$$NFF = \sum_{i=1}^n NFF_i, \text{ where } n = \text{number of test locations.}$$

620. **HYDRANTS - SIZE, TYPE AND INSTALLATION (PH):** Commentary available for this item

Prorate points from the following subitems according to the number of hydrants of each type compared with the total number of hydrants.

	Points
1. With 6-inch or larger branch, and a pumper outlet; with or without 2 1/2-inch outlets	100
2. With 6-inch or larger branch, no pumper outlet but 2 or more 2 1/2-inch outlets, or with small foot valve or with small barrel	75
3. With only one 2 1/2 -inch outlet	25
4. With less than 6-inch branch	25
5. Flush type	25
6. Cistern or suction point	25

Note 1: Deduct 2 points for each 10 percent of the hydrants not opening in the direction of the majority, or with operating nuts different from the majority.

Note 2: Deduct 10 points if more than one thread is used for pumper or hose outlets.

Note 3: Maximum points under this item are 100.

621. **CREDIT FOR HYDRANTS (CH):**

$$CH = \frac{PH}{100} \times 2$$

630. **INSPECTION AND CONDITION OF HYDRANTS:** Commentary available for this item

Inspection and condition of hydrants should be in accordance with American Water Works Association Manual M-17 - Installation, Maintenance, and Field Testing of Fire Hydrants.

1. **Inspection (HI):**

The frequency of inspection is the average time interval between the 3 most recent inspections.

Frequency of Inspections	Points
1/2 year	100
1 year	80
2 years	65
3 years	55
4 years	45
5 years or more	40

Note 1: The points for inspection frequency shall be reduced by 10 points if the inspections are incomplete. An additional reduction of 10 points shall be made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, deduct 40 points.

Note 2: If there are no records of claimed inspections, deduct an additional 20 points.

2. **Condition (HF):**

Prorate a factor (HF) from the following list of conditions according to the actual condition of hydrants examined compared with the total number examined during the survey:

Condition	Factor
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631. CREDIT FOR INSPECTION AND CONDITION (CIC):

640. CREDIT FOR WATER SUPPLY (CWS):

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