



Fire Commission

236 DANBURY ROAD
WILTON, CONNECTICUT

Minutes of Regular Meeting
Fire Headquarters
Training Room

Date of Meeting: April 2, 2014

Present: Commissioners Gary Mecozzi (Chair)
Commissioner Troy Ellen Dixon
Commissioner Richard G. McCarty (Secretary)



Fire Department Personnel

Deputy Chief Mark Amatrudo; Lieutenant Gregg Kitik; Firefighter Kevin Plank*; Firefighter Bill Sampson; Firefighter John Krozer*; Firefighter Mike Blatchley; Firefighter Glenn Johnson*

Others

Jack Majesky*; TG Rawlins*; Sarah Taffel*

*Present part of the time.

- A. **Call to Order:** Commissioner Mecozzi called the meeting to order at 1900 hours.
- B. **Approval of Minutes:** The Minutes of the Regular Meeting held on March 5, 2014, on **MOTION** duly made and seconded were approved subject to minor amendments proposed by Commissioner Dixon and Deputy Chief Amatrudo.
- C. **Monthly Reports**

Report of the Deputy Chief

Deputy Chief Mark Amatrudo delivered the Monthly Deputy Chief's Report dated April 2, 2014 (copy attached).

The Deputy Chief specifically noted that the retroactive pay calculation grievance has been withdrawn.

Incidents and responses continue to be above prior year volume by over 15%. The increase continues to come from EMS responses and fire and alarm responses. The Deputy Chief noted a significant dwelling fire at 211 Linden Tree Road on March 29. Significant mutual aid support was received from Ridgefield, New Canaan, Georgetown, Weston, Vista and Westport.

The Deputy Chief then reported on budget related items. He noted that the Repairs and Maintenance

budget item is down to approximately \$2000 for the remainder of the fiscal year ending in June and that it is likely that the budget line will be exceeded. Overall there are other lines in the budget which will keep the Department within overall budget constraints. He then reported that he had received today a request from the Town's Chief Financial Officer for further cuts in the Department's budget as part of a request for a reduction in the Town budget of approximately \$348,000. He reminded the Commission that budget cuts of approximately \$10,000 had already been made and that in an analysis in light of today's request he was able to determine approximately \$15,000 in additional reductions. He stated that any further reductions would impact Department safety operations. Chairman Mecozzi inquired if there would be any amounts remaining from the FY14 budget that could be carried over into the FY 2015 budget. The Deputy Chief responded that he did not think so at this time.

The new tanker continues to progress in production. The Truck Committee plans to visit the manufacturing facility to view the completed cab, chassis and pump module. Delivery continues to be expected in late May or June.

The Apparatus Supervisor and Dive Team reports were received and reviewed. No report was received from the Haz-mat Team. The Fire Marshal's report was received after the meeting. (Copies of all reports are attached.)

D. Old Business

Station 2 repairs and potable water issues were thoroughly discussed. "Inside" items were substantially completed but for some minor electrical repairs. "Outside" items had awaited better weather and are expected to be completed within the month. Obsolete radio equipment had been removed.

The purchase order for two 2,000 gallon water tanks has been released and delivery is expected on or about March 19. Installation is ready upon delivery.

The Commission then heard a report on a purchase order request for a Wilton CERT team emergency response vehicle. Jack Majesky from the Wilton Volunteer Ambulance Corps and TG Rawlins from Wilton CERT were present to respond to any questions. Wilton CERT's operating budget is contained within the Fire Department budget and therefore the item requires review by the Fire Commission. (See the Deputy Chief's report attached for a copy of the request.) After a thorough review of the purchase order request and discussion, on **MOTION** duly made and seconded the Commission unanimously approved the purchase order request.

Chairman Mecozzi provided an update on discussions with the Police Department on dispatch. He reported that discussions were going well and that progress was being made to identify and address items. It appears that some dispatch issues may be the result of software interface issues between dispatch and reporting systems. He reminded the Department that the on-going reporting process should be continued and all issues encountered with dispatching should be fully documented as appropriate so that proper tracking can occur and a thorough analysis can occur between the agencies to get behind the facts related to each item.

Chairman Mecozzi then provided an update on the search for an interim Fire Department Chief. He reported that candidates had been identified and that discussions had moved to the negotiation stage with the First Selectman and the Board of Selectmen.

E. New Business

Deputy Chief Amatrudo reported that probationary firefighters Michael Blatchley, Michael Wydra and Bryan Montgomery had all successfully completed their probationary periods. It was recommended that the status of each member be moved from probationary status to Firefighter /EMT. The Commission approved the recommendation and extended its congratulations to each.

Deputy Chief Amatrudo then addressed the reduction in the FY15 capital budget for the evaluation of Station 2 from \$2 million to \$1 million, split between FY 2016 and FY 2017. The current need is for a proposal to evaluate the building and its mechanical systems, current and projected use(s), and recommendations for remodeling. The evaluation will then be used to determine the next required steps with regard to the facility generally. The estimated total cost is \$15,000 for the evaluation and is not in the FY14 or FY15 budgets. The Deputy Chief further indicated that it was his belief from discussions at Town Hall that should the Commission authorize the development of a request for proposal for the evaluation that would then be taken to the First Selectman and the Chief Financial Officer, the request would likely be approved. After thorough discussion the Commission agreed to authorize a request for proposal to have Station 2 building, mechanical, septic and water systems evaluated and to include a review of future usage of the facility including its location.

The Commission then received a demonstration of the NexResponder iPad system being installed on Department vehicles. While system glitches are being analyzed and addressed, the system shows substantial promise and is likely to be more economical than other available alternatives.

F. Executive Session

Upon **MOTON** duly made and seconded it was agreed that the Commission would go into Executive Session to discuss the search for a Fire Department Chief. Sarah Taffel was invited to join the session.

The Commission emerged from Executive Session at 2028 hours with no action taken.

G. Public Comment

Firefighter Sampson commented on the benefits of the new thermal imaging cameras at the scene at 11 Linden Tree Road and generally.

Lieutenant Kitik thanked the Commission for its work on addressing dispatch items with the Police Department and noted the importance of keeping the process going with an open dialogue.

Commissioner Dixon inquired whether members were attending the services for a Boston firefighter and fire officer who were recently killed in the line of duty. It was reported that several members were attending the services related to the tragedy.

H. Next Meeting

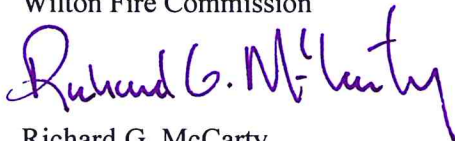
The next scheduled meeting of Commission will be held Wednesday May 7, 2014 at the Fire Headquarters Training Room; said meeting will be a regular monthly meeting commencing at 1900 hours.

I. Adjournment

Upon a **MOTION** duly made and seconded, Commission voted unanimously to adjourn at 2029 hours.

Respectfully submitted,

Wilton Fire Commission



Richard G. McCarty
Commissioner and Secretary

attachments

Board of Fire Commissioners Meeting

March 2014

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Wilton Fire Department

Memorandum

Date: April 2, 2014
To: Commissioner Gary Mecozzi, Commissioner Troy Ellen Dixon,
Commissioner Rich McCarty, First Selectman Bill Brennan
From: Deputy Chief Mark Amatrudo
Subject: *Monthly Report – March 2014*

A few of the most significant items for the month were:

1. **Retroactive Pay Calculation Grievance** – The grievance has been withdrawn.
2. **Station 2 Well Water Remediation Plan** – The purchase order for two 2,000 gallon potable water plastic tanks was completed on March 19th. Delivery of the tanks is expected within the next week or two.
3. **Station 2 Repairs & Maintenance List** – Progress continues to be made on the list. The only major remaining interior item is replacement of certain electrical fixtures. We have contacted the contractors regarding the completion of the exterior items now that the weather is warmer.
4. **FY 2015 Operating and Capital Budgets** –
 - a. On March 25th, the Board of Finance held their public hearing to review the BOS budget. Apparatus Supervisor Nathanson was there with his display of the corrosion/rust on the apparatus and vehicles.
 - b. Today, I was informed by Sandy Dennies that \$348,000 had been cut from the Town Government budget, so we will experience some budget reductions. I hope to have details by the time of the Fire Commission meeting.
5. **Leadership Development Seminar** – I attended a seminar for chiefs/deputy chiefs at Bryant College on March 6th and 7th. The primary topics covered were leadership during difficult times, managing conflict, case studies on leadership styles and their impact on incident outcome and how to minimize the negative impact of social media on your organization. The entire cost of the program was underwritten by a foundation so there was no cost to attend.

• **Incidents & Response Related**

	Mar. 2014		Mar. 2013		YTD 2014		YTD 2013	
	#	%	#	%	#	%	#	%
Fires & Alarms	31	23%	17	16%	98	24%	57	16%
EMS	66	49%	64	58%	182	44%	168	47%
All Other	39	28%	29	26%	133	32%	131	37%
Totals	136	100%	110	100%	413	100%	356	100%

- Total incidents for the month of March 2014 were 136, which is consistent with recent months' incident volume, but significantly above the same month of the prior year. Compared to the same month in the prior year, there are sizeable increases in Fire & Alarm and All Other incidents.
- Year to date, incident volume increased by 16%, with the significant increases in EMS and Fire & Alarm incidents.
- Significant Incidents during the month included:
 - March 3rd – Chimney fire at 324 Wolf Pit Road
 - March 12th – Car fire at the intersection of Routes 7 & 33 (Lower)
 - March 19th – Mutual aid house fire response to 301 Michigan Road in New Canaan
 - March 24th – Oven fire at 8 Little Brook Road
 - March 26th – Chimney fire at 11 Bayberry Lane
 - March 29th – House fire at 211 Linden Tree Road

Officers Meeting

The March officers meeting was held on March 12th. Our next meeting is scheduled for Thursday, April 3rd.

• **Training**

- A total of 383 hours of training took place during the month which is well above our monthly goal of 315 hours. Training included:
 - 86 Hours of EMS training
 - 12 Hours of Haz-Mat training
 - 62 Hours of Dive Team, ice and water rescue training
 - 16 Hours of chief officer training
 - 42 Hours of mayday/RIT training
 - 34 Hours of new iPad/MDT/radio training
 - 123 Hours of regular on-duty training

- **Special Teams**

- The Dive Team report has been attached.
- The Haz-Mat Team report has not yet been received.

- **Apparatus & Equipment**

- **Monthly Report** - The Apparatus Supervisor's monthly report has been attached.
 - All apparatus are in service.
- **Spending** - As of this date, we are \$2,000 over our annual budget for Vehicle Maintenance and Parts/Supplies Expense. There is less than \$9,000 remaining in our outside Vehicle Repair/Maintenance expense budget. The non-safety related corrosion repairs still need to be made this fiscal year, so we expect to be over budget in both accounts. Over spending in these accounts will be offset by spending levels below budget in other expense accounts.
- **Channel 12 Coverage** – Ralph Nathanson and I were interviewed on Channel 12 regarding the issue of rust/corrosion on our apparatus/staff vehicles.
- **New Engine-Tanker** –
 - The cab and chassis and body are in production and pictures have been provided to the Truck Committee for review.
 - After the pump was manufactured and the surrounding module completed, we had a series of digital pictures sent to us and then conducted a conference call to address any identified issues before it was shipped to Wisconsin to be installed in our new engine-tanker.
 - The Committee is finalizing the list of equipment that will be sent out for bid in connection with the commissioning of the new engine-tanker.
 - An inspection trip will take place in early May to inspect the semi-completed cab/chassis, body and pump module before they are mated at the factory.
 - Completion of the vehicle is still expected to be June 2014.
 - The costs are still within budget.

- **Communications, IT & Apparatus Mobile Computers**

- **Dispatch Issue Reporting** – The Dispatch Issue Report process continues. The meeting between the Fire and Police chiefs and Commission Chairmen was held on March 21st.
- **NexGen CAD** – We continue to monitor incidents and incident information not transferring automatically from NexGen to Firehouse through the CAD Monitor software. Personnel were reminded to be diligent about completing the CAD/Dispatch Issue Reports.

- **iPad MDT Application** – The iPad with the new NexResponder software was installed in Engine 1 a few weeks ago. The previously reported problem of the hydrants and incident location pictures not appearing on our maps has yet to be solved by NexGen. As requested, we plan to demonstrate the system at the Fire Commission meeting.
- **Run Card meeting(s)** – It is still not clear to what extent some of the dispatching difficulties we are experiencing are the result of the conversion of the EmergiTech run cards over to the NexGen CAD system, vs. those which result from changes made on the Police Department side of the system that impact our dispatching. This issue was brought up at the March 21st meeting of the chiefs/commissioners and will be pursued in the future.
- **EMS Call Response** – This concern will be a discussion item at upcoming meetings amongst the chiefs and commission chairmen of the Police and Fire Departments.

- **Facilities**

- **Station 2**

- **Repairs & Maintenance List** – As stated earlier, progress has been and continues to be made on the list. The only major remaining interior item is replacement of certain electrical fixtures. We have contacted the contractors regarding the completion of the exterior items now that the weather is warmer. During the month, the obsolete radio equipment, cabling and antenna removal took place. Work will continue on the list, focusing on the remaining electrical issues, and exterior work.
- **Remodeling Project** – I previously reported that we requested and a quote from our architect to evaluate the building and mechanical systems at Station 2, evaluate the current and projected use of the building and then develop a recommendations regarding the remodeling. The cost to do that is approximately \$9,800. If they also provide prioritization of the needed repairs, sample designs and drawings, we estimate that the total cost will be approximately \$15,000.

I spoke with the First Selectman about the quote after the \$2 million remodeling project was reduced to \$1 million and split between in FY 2016 and 2017 in the final Board of Selectmen Capital Budget. He agreed that the study should be conducted and requested that we send out an RFP to three or four architects to conduct the work. While the \$15,000 will be

specifically included in our budget, I was lead to believe that the funds would be made available to us to cover the cost of the review and report.

- **Other Items**

- **Sick/Injury** – No firefighters are presently out on injury or extended sick leave.
- **Emergency Management**
 - Attended CT-West Regional Incident Management Team meeting
 - Attended meeting with Red Cross regarding multi-jurisdictional shelters
 - Met with DEMHS staff to review 2013/2014 updated need in the Wilton Town Local Emergency Operations Plan (LEOP).
 - Attended and participated in various CT-DEMHS meetings
 - Monitored and reported on storm conditions and maintained Town web site and social media sites with the assistance of the CERT Team.
 - Continued to assist in the finalization of the CERT vehicle specifications, identification of a preferred vendor and purchase order development process.
 - Received notification of an \$8,900 Emergency Management Performance Grant and obtained authorization from the Boards of Selectmen and Finance to accept those funds.
- **ISO Rating** – I expect to report on the finalization of our ISO rating review next month. Based on feedback received to date, we are hopeful that it will improve slightly. We do not, however, see any reason why it would decline.

Wilton Fire Department
Monthly Apparatus Supervisor's Report
Wilton Fire Department
Monthly Apparatus Supervisor's Report
March 2014

1) Preventative Maintenance Performed

- Generators checked
- C-6 Charge battery and check charging system
- E-4 Check charging system, tighten belts

2) Repairs Performed (Inside & Out)

- C-1 Right front steering link and fuel tank module replaced (McMahon Ford)
- C-2 Transmission and auto start reprogrammed, driver's seat pad element replaced (McMahon Ford, seat pad covered under warranty)
- U-6 Honda Generator carburetor replaced

3) Apparatus Out of Service

All apparatus in service

4) Other Apparatus Issues and Items of Interest

E-2 Chassis/component rust, provided display for town meeting

5) Pending Items

- E-1 Foam level gauge
- E-3 Re-upholster seats, front tires
- E-1/2 Warranty (body and paint)
- C-3 New tires and alignment



Submitted April 2014

Dive Team Report

For Month March 2014

Training

- 3/19/14 Meeting, reviewed new weight harnesses, performed ice dive, Allens meadows, refer to attached pictures

Future

- April 22, 2014 (preparation for annual swiftwater skills)
 - Finish Rescue Diver Certification Course, scenarios

Other

- 3/14/14 Stood by at annual YMCA "swamp romp"
- Waiting notification for status of AFG Grant.



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Station 2 Repairs & Maintenance Item Status

1. Interior items have been completed, with the exception of the following:
 - a. Replacement of locker room fan
 - b. Replacement of bathroom fan
 - c. New bathroom lighting fixtures
 - d. Repair exhaust louvers on North exit door of the apparatus bay
2. We were notified by the electrician that this work will be scheduled for next week.
3. The major task completed during the month was the removal of all of the obsolete radio equipment, cabinets, cabling and antenna.
4. With the warmer weather now here, we have authorized the exterior work to be completed:
 - a. The building repairs, gutters, louver, mechanical room door, etc. work is scheduled to begin next week. Materials lists are currently being finalized.
 - b. The contractor will begin the rebuilding of the chimney within the next week.
5. Water
 - a. The purchase order for the two 2,000 gallon tanks was released on March 19th and we expect delivery of the tanks within the next two weeks.
 - b. Findorak Well Drilling is prepared to connect the tanks soon after the tanks have been delivered. He reported that he has the materials and a pump available to complete the hook-up so there should not be much delay from the delivery of the tanks to their installation and the removal of the stainless steel tanker truck.

Station 2 Evaluation and Recommendations RFP

1. In the final Board of Selectmen Capital Budget, the \$2 million capital request for complete renovation of Station 2 was:
 - a. Reduced to \$1 million
 - b. Split between in FY 2016 and 2017
2. We previously requested and received a quote from our architect to:
 - a. Evaluate the building and mechanical systems at Station 2
 - b. Evaluate the current and projected use of the building
 - c. Develop a recommendations regarding the remodeling
3. The cost to do that is approximately \$9,800.
4. If they also provide prioritization of the needed repairs, sample designs and drawings, we estimate that the total cost will be approximately \$15,000.
5. Silver/Petrucelli Fire Station Architects
 - a. Spoke with the First Selectman about the quote we requested and received.
 - b. He agreed that the study should be conducted.
 - c. Requested that we send out an RFP to three or four architects who specialize in fire stations to conduct the work.
 - d. While the \$15,000 will not be specifically included in our budget, I was lead to believe that the funds would be made available to us to cover the cost of the review and report.
6. Authorization

Requesting Board of Fire Commissioners authorization to develop a Request For Proposal to have the Station 2 building, mechanical, septic and water systems evaluated, interview personnel and chief officers to evaluate current and future usage, develop a prioritized list of recommended work to be done and the estimated costs for each project, then provide drawings showing the current and future interior layout and exterior of the station.

Probationary Firefighters

Michael Blatchley

Michael Wydra

Bryan Montgomery

- Hired February 12, 2013
- Contract states:

“New employees shall be on probation for one year. Retention of probationary employees is within the sole discretion of the Town and is not subject to the grievance and arbitration provisions of this Agreement for any reason whatsoever.”
- All three have been exemplary employees during their probation
- In discussions with the company officers there were no reasons identified which would indicate that any of them should either have their probation extended or be terminated.

Recommend that the Fire Commission approve the change in status of Michael Blatchley, Michael Wydra and Bryan Montgomery from probationary status to Firefighter/EMT.

Amatrudo, Mark

From: Dennies, Sandy
Sent: Wednesday, April 02, 2014 3:30 PM
To: Amatrudo, Mark
Subject: RE: reductions

Thanks Mark – I will see where we need to go with this and I will let you know what we did to your budget.
Sandy

From: Amatrudo, Mark
Sent: Wednesday, April 02, 2014 3:08 PM
To: Dennies, Sandy
Subject: reductions

Sandy,
As you know, our budget is already pretty tight. How about these reductions? As you can see, we have taken a little out of each account in the hope that we can save a few dollars here and there. I think we will be slightly lower than our original estimate of the cost to repair/refurbish the corrosion on Engine 1, so I reduced Vehicle Repairs by \$6K. Anything more than the following will have an impact on our operations. If you think we'll have to cut more, please let me know. I'll have to notify the Fire Commission tonight and I'm pretty sure it will cause them concern.

Mark

Medical Exams	(1,000)
Wellness	(1,000)
Training	(1,000)
Office Furniture	(2,000)
HVAC Repairs	(1,500)
Equipment Repairs	(1,000)
Equipment Test/Cert	(1,500)
Vehicle Repairs	<u>(6,000)</u>
Total Reductions	(15,000)

Mark D. Amatrudo
Deputy Chief
Wilton Fire Department
236 Danbury Road
Wilton, CT 06897
Office 203-834-6247

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March 25, 2014

Wilton CERT Emergency Response Vehicle Purchase Order Approval Request

Wilton CERT celebrated its 10th anniversary in February 2014. The CERT mission encompasses two primary responsibilities. CERT members provide disaster and emergency preparedness training to local citizens and supply trained volunteer personnel with equipment resources to assist the town's first responders during natural or man made disasters. Typical CERT deployments include:

1. Managing and staffing the town emergency shelter
2. Providing onsite personal and public safety, security, traffic and crowd control assistance at emergency scenes and large public events
3. Assisting in search and rescue operations
4. Deploying specialized equipment such as the variable message signs (VMS) and light towers
5. Providing mutual aid assistance to CERT Teams in other Region 1 municipalities
6. Distribution of emergency food and water supplies
7. Maintaining a presence in the Emergency Operations Center during times of activation
8. Providing Emergency Operations Center support services: web EOC, public communications, social media and scribe responsibilities

The broad range of volunteer services provided requires the expeditious transport of an eclectic collection of support assets and equipment. CERT has a dedicated single axle trailer to store and carry emergency performance equipment as well as personnel and public safety response gear. CERT is also responsible for two additional trailers utilized for storage and transport of sheltering equipment and supplies. Critically, these trailers have each reached or exceeded their weight and volume capacity limitations.

The new CERT response vehicle has been carefully designed and specified to provide the following performance response and personnel safety functions:

1. Store and transport key personnel safety and emergency response equipment: communications, traffic/crowd control, first aid, search and rescue, area lighting, portable generators, etc.
2. Provide response site safety for CERT personnel via vehicle emergency warning lighting and reflective markings
3. Provide for more timely response, eliminating the requirement of transferring equipment from trailer to CERT personal vehicles for transport.
4. Answers a CERT responsibility to tow all trailers and Variable Message Signs. This new capability extends to the DEMHS Wilton hosted trailer.

New Vehicle Specifications

Upon approval of the capital expenditure authorizing the purchase of this vehicle, a committee of qualified CERT members was formed to develop a vehicle specification and seek qualified suppliers. Over a period of six months, the committee considered and evaluated various truck designs and power plants. The truck committee agreed on the following key attributes:

- A truck with the capacity to store and transport critical CERT response equipment and communication gear - with room to grow
- A box truck configuration with distinctive operating volume, greater safety characteristic, and lower relative cost
- The shortest wheel base to optimize turning radius
- Lowest possible ground to floor distance to provide maximum personnel ease of use and safety for entry and exit from the box section
- Right curb side door, with steps within the box body (personnel safety/protection from traffic)
- Four wheel drive was considered and eliminated due to both the design features of a longer wheel base dictating increased ground to floor dimension and higher cost

The procedures designed and completed by the committee were as follows:

1. Researched and physically inspected several used trucks with low mileage. Each was disqualified based on some combination of history of mechanical failure(s), low capacity, unsuitable/unreliable for mission.
2. Utilized a borrowed 14' length box truck to evaluate storage and operating space. The study concluded a 14' box was not sufficient in size. A 15' box was selected being the largest size available within the specified chassis wheel base length.

3. Two types of chassis were considered: "cutaway cab" and "cab-over". The cab-over design with its tighter turning radius was regrettably eliminated due to significantly higher cost.
4. Chassis options are substantially equal to those of an emergency vehicle: dual batteries, high output alternator, high idle, and heavy duty locking differential (traction control). The selected source captions these features as "The Ambulance Option".
5. Ford and Chevrolet were determined to be the two major manufacturers of cutaway van cabs compatible with the selected box body.
6. As this purchase will be made by the Town of Wilton, it is eligible to be purchased under the guidelines of the state bid vehicle contract (contract #10PSX0239).
7. Researched what vehicle(s) might be purchased under the State of Connecticut bid list
8. The committee identified and evaluated many leftover, demonstrator, and used commercial and emergency response vehicles throughout the Northeast. None were found to meet parameters of capacity, mechanical soundness, and economical attractiveness.
9. Met with vehicle dealers and representatives of the box body companies to investigate additional specification offers and ideas.
10. Developed initial specifications and sent a request for proposal to area dealers
11. Prepared and Requested For Quotation (RFQ) dealer bids from the Ford and Chevrolet dealers that each hold the state contract for cutaway cab trucks.
12. Initial quotations did not meet CERT's vehicle specifications and requirements. Three box body manufacturer's products quoted by the Chevrolet dealer were rejected due to non-compliance with the specification and other disqualifying concerns.
13. Invited and secured revised RFQ bids; and, subsequently met with the dealer representatives to review those proposals. As a result, the specifications were revised and final bids were solicited.
14. A comparison between the bids received is attached.
15. Wilton CERT's Board met with dealer representatives of Northwest Hills Chevrolet (chassis) and Supreme Corporation (box body) to review their final bids and affirm specifications.
16. Predicated upon clear benefit of features, performance considerations, and cost, Chevrolet/Supreme was identified as the preferred manufacturer.

The purchase decision has been made to acquire a Chevrolet 4500 chassis with a 15' Supreme box body. The primary advantages of the Chevrolet offer are the ambulance package and the 6.0L V8 engine choice. Final quotations from Ford and Chevrolet are each based on the identical and preferred box body from Supreme Corporation (see attached).

Purchase Order Approval Request

The CERT Board of Directors met with representatives from Chevrolet and Supreme on February 26, 2014 to address final questions and concerns. Subsequently, the Board unanimously voted to purchase the 2014 Chevrolet model 4500 cutaway van with a 15' Supreme box as presented by the committee. Wilton Fire Department Deputy Chief Mark Amatrudo and Apparatus Supervisor Ralph Nathanson were consulted throughout the study and the bidding process. Wilton CERT is grateful for their experience and guidance. The purchased vehicle will be part of the Fire Department fleet. As such, Deputy Chief Amatrudo has approved this request as evidenced by his signature below.

New Vehicle Funding

In the development of its FY 2014 Budget, CERT requested \$30,000 for the purchase of this response vehicle. In the budget process, that request was reduced to \$23,500 which became an approved item in the FY 2014 Capital Budget. The total amount of the purchase order being requested is \$37,911.00. The funds to support that purchase order will come from the following accounts:

FY 2014 Capital Budget	\$23,500.00
CERT Gift Fund	\$10,800.00
FY 2014 CERT Operating Budget	<u>\$ 3,611.00</u>
Total Purchase Order Amount	<u>\$37,911.00</u>

Respectively submitted on behalf of
the Wilton CERT Board of Directors:

Purchase Request Approved on Behalf
of the Wilton Fire Department:

Jack Majesky
Executive Director, Wilton CERT

Mark Amatrudo
Deputy Chief, Wilton Fire Department



WILTON CERT - VEHICLE SPECIFICATION SHEET

36" swing out door on right side front	Yes		Yes	
Internal side door Step	Yes		Yes	
Two rear grab handles each side	Yes		Yes	
Non-translucent roof	Yes		Yes	
No box access door into cab	Yes		Yes	
Minimum of a 3 year warranty, prefer non-prorated	3 yrs		3 yrs	
Rear view camera system	Yes		Yes	
Back up audio alarm	Yes		Yes	
Box body to be white in color	Yes		Yes	
Vents/louvers (2 on opposite sides)	Yes		Yes	
Chassis:				
Cut-away van type	Yes		Yes	
Equip with manufacturer standard options	Yes		Yes	
Two wheel drive	Yes		Yes	
Dual rear wheels	Yes		Yes	
Cab to be white in color	Yes		Yes	
Minimum of a 3 year basic warranty. Dealer to provide documentation of what is/is not covered	3yrs PT 5 yrs 60k		3 yrs PT 5 yrs 100k	
V8 gasoline engine, 5.4 L or larger	5.4L, 255hp, 350		6.0 L 342 hp, 373	
Automatic transmission	5 speed		6 speed	
Chassis to be capable and compatible to carry box body, as specified above. Minimum cargo weight of 4000 lbs and a trailer weight of minimum of 8000 lbs	Yes		Yes	
Seating capacity of 2 - 3 passengers, manual seats	2		2	
2 of 4				
Limited slip differential	No		Locking rear	
Buyer Contact: T.G. Rawlins, Wilton Fire Dept., 236 Danbury Road, Wilton CT 06897 - Cell 203-241-5713				

WILTON CERT - VEHICLE SPECIFICATION SHEET

Traction Control (electronic)	Yes	No		
Exterior upgrade package (front chrome bumper, chrome grill, upgraded sealed headlamps)	Yes	Yes		
Heavy duty Alternator	225 amp	160 amp (fast idle)		
Dual Heavy-duty batteries (78 amp or similar)	Yes	Yes (ambulance Pkg)		
License Plate Bracket (front & rear)	Yes	Yes		
Trailer towing package, load capacity of 8000+ lbs (7 round plug)	Yes	Yes		
Integrated trailer brake controller for electric trailer brakes	Yes	Yes		
Manual telescopic trailer tow mirrors	Yes	Yes-not telescopic		
Air conditioning	Yes	Yes		
Radio, AM/FM	Yes	Yes		
Headliner/sun visors	Yes	Yes		
Options/Accessories (to be priced separately):				
4 wheel drive (4x4)	No	No		
Wheel chocks with underbody holder	Yes	Yes		
User defined switches (4) (if available)	Yes	No		
LED exterior and interior lighting	Yes	Yes		
Rear body 3 way dome lamp switch	No	Yes		
	Ford/Supreme	Ford Price	Chevy/Supreme	Chevy Price
E-channel installed, three full rows at different heights installed on the three hard walls				
E channel to be mounted using flush head exterior fittings	Yes	Yes		
Power windows and locks	Yes	Yes		
Rear view camera system	Yes	Yes		

Quote Information (to be completed by Dealer):			
Name of box body manufacturer	Supreme		Supreme
Box body model number	T-15		T-15
Model year of box body	2014		2014
Name of chassis manufacturer	Buyer Contact: T.G. Rawlins, Wilton Fire Dept., 250 Danbury Road, Wilton CT 06897		CGT203-241-5713
Chassis model number	F450		CGT33803

WILTON CERT - VEHICLE SPECIFICATION SHEET

Model year of chassis	2014	2014
Engine size (liter/hp/torque)		
Vehicle overall length (w/ and w/o rear step)	5.4L 255 hp, 350 lb	6.0L 342 hp 373 lb
Vehicle maximum overall height		24'4"
Vehicle maximum overall width (with & without mirrors)		10'7"
Box inside dimensions (length/height/width)	96"	96"
Box outside dimensions (length/height/width)		15'2"x85"x90"
Box inside height dimension with roll up door opened		15'7"x89"x96"
Side door type (pocket or swing out)	swing out	81"
Box body side door front edge distance to front of exterior box		26 3/4"
Turning radius (wall to wall)		54.5' w/o box
Wheel base dimension	158"	159"
Cab to axle dimension		100"
Ground to floor dimension		36"
Ground clearance (front)		7"
GAWR/GVWR	14,500 lbs	14,200 lbs
GVW		
Box Body Weight		1985 lbs
Payload weight (less body)	9033 lbs	7088 lbs
Total pulling weight (cargo/trailer weight)		20,000 lbs
Maximum towing capacity		
Maximum alternator capacity(amps)		160
Box body floor material	pine	pine
Items/features included in tow package		hitch plug, rings
Type of D.O.T. lighting (LED or incandescent)	LED	LED
Cab passenger capacity	2	2
Additional options being provided that were not specified		Ambulance Pkg

Buyer supplied equipment/accessories		
Graphics		
Shelving		
Vinyl flooring - box body		
Emergency warning lighting		
Set of rear tire chains		
Load manager		
Ground lighting		
Mobile CERT radio		
GPS		
WFD mobile radio		
Ham Radio		
Scanner		
	\$36,792	\$37,911

With options

V10 - \$882
15' Box - \$200

Buyer Contact: T.G. Rawlins, Wilton Fire Dept., 236 Danbury Road, Wilton CT 06897 - Cell 203-241-5713

Comments: