

# Issue Analysis Form



**Date:** 08/11/2020  
**Item:** Public Hearing Budget Amendment for SCBA Purchase - \$1,072,505  
**Lead Department(s):** Finance & Fire/EMS  
**Contact Person(s):** Betsy Drewry, Paul Mauger

## Description and Current Status

At the regular July 14, 2020 Board of Supervisor's meeting, Paul Mauger, Interim Director of Fire & EMS, presented a report expressing the urgent need to purchase Self Contained Breathing Apparatus (SCBA) for approximately \$1,300,000. This purchase was not included in the adopted FY2021 CIP, nor as part of an upcoming borrowing / bond issuance. The project was part of the FY2019 adopted CIP, however the funding and purchase did not move forward.

On July 14, the Board directed staff to provide funding options to make this purchase during FY2021, and to advertise an August 11 public hearing to amend the FY2021 budget by up to \$1,300,000 for this purchase.

The public hearing advertisement appeared in *The Progress Index* on Sunday July 26, 2020.

Final pricing for the SCBA was provided by **Witmer Public Safety** using HGAC buy cooperative contract of **\$1,072,505** on July 28.

On July 28, the board held a special work session to consider nine (9) funding options for the purchase of the SCBA. **Option 9** was approved by consensus by the board, and will devote the equivalent of 1¢ in RE Tax Revenue to a new, special CIP fund/account for Fire/EMS Equipment. Funding for this purchase will be included in the spring 2021 borrowing, if approved, and the equipment will be financed over a 15-year period, the estimated useful life of SCBA. A new ordinance will be developed and presented to the board in the next few months that outlines what can be purchased with the devoted 1¢ in Real Estate Tax revenue.

See **Attachment 1** for pricing from Witmer Public Safety and trade-in list

See **Attachment 2** for public hearing notice

See **Attachment 3** for Power Point Presentation on the public hearing materials

### Staff is requesting the board to:

- Hold Public Hearing on appropriation of \$1,072,505 to the FY2020-2021 budget with bond proceeds as the revenue source (advertised for up to \$1,300,000)
- Approve an appropriation resolution, appropriating revenues and authorizing purchase of SCBA in FY2021

- Award of contract to Witmer Public Safety Group, Inc. using cooperative procurement / HGAC contract
- Approve Reimbursement Resolution for future debt issuance

Two resolutions are included in the packet for board consideration:

- Combined appropriation and award of contract resolution for \$1,072,505
- Reimbursement resolution – allows the County to reimburse itself with proceeds from a future bond issuance for this purchase

### Government Path

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| If so, before what date? August 11, 2020       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

### Fiscal Impact Statement

The total purchase price is **\$1,072,505**. The estimated annual debt service payment, with a 15-year repayment term is \$96,462.

This purchase was not planned as part of the adopted FY2021 CIP / Budget and will require the commitment of additional resources.


On July 28, the board approved by consensus devoting the equivalent of 1¢ in Real Estate Tax revenues to this purchase and other Fire/EMS equipment purchases. The current estimated value of 1¢ in RE Tax revenue is \$280,000.

An ordinance outlining allowable uses will be prepared and provided to the board for consideration at a future meeting.

### County Impact

The purchase of new self-contained breathing apparatus (SCBA) will allow for the replacement of aged SCBA which is not repairable and not up to current standards.

### Notes

		<b>CONTRACT PRICING WORKSHEET</b> For Catalog & Price Sheet Type Purchases		Contract No.:	EE08-19	Date Prepared:	7/27/2020	
<p><b>This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents <u>MUST</u> be faxed to 713-993-4548 or emailed to <a href="mailto:loleta.chappel@h-gac.com">loleta.chappel@h-gac.com</a> Therefore please type or print legibly.</b></p>								
Buying Agency:	Prince George County Fire & Rescue			Contractor:	Witmer Public Safety			
Contact Person:	Director Paul Mauger			Prepared By:	Kevin Moul			
Phone:	(804) 722-8614			Phone:	717-259-0800 ext 1501			
Fax:	(804) 733-2769			Fax:				
Email:	<a href="mailto:pmauger@princegeorgecountyva.gov">pmauger@princegeorgecountyva.gov</a>			Email:	<a href="mailto:kmoul@thefirestore.com">kmoul@thefirestore.com</a>			
Catalog / Price Sheet Name:	MSA							
General Description of Product:	Breathing Apparatus							
<b>A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary</b>								
Quan	Description	Unit Pr	Total					
	MSA 2020 US Suggested List Price Book (Effective Jan 1, 2020) 15% off List							
130	G1FS-422MA2C2LAR SCBA List Price - \$8122.00	\$5,225.00	\$679,250.00					
260	10156424 H-45 Cylinder List Price - \$1589.12	\$925.00	\$240,500.00					
347	10161810 Facepiece List Price - \$464.88	\$300.00	\$104,100.00					
8	10158385 Battery Charger List Price - \$787.50	\$575.00	\$4,600.00					
48	10148741 Battery List Price - \$406.66	\$285.00	\$13,680.00					
12	10156426 H-60 RIT Cylinder List Price - \$1947.92	\$1,150.00	\$13,800.00					
1	10206311 RIT Kit List Price - \$4755.45	\$3,150.00	\$3,150.00					
11	10165336 G1 Regulator Upgrade Kit List Price - \$881.96	\$585.00	\$6,435.00					
4	10144231 APR Adapter List Price - \$126.56	\$85.00	\$340.00					
70	10144230 Spectacle Kit List Price - \$141.37	\$95.00	\$6,650.00					
			\$0.00					
			<b>Subtotal A:</b>	\$1,072,505.00				
<b>B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary</b> (Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)								
Quan	Description	Unit Pr	Total					
			\$0.00					
			\$0.00					
			\$0.00					
			<b>Total From Other Sheets, If Any:</b>	\$0.00				
			<b>Subtotal B:</b>	\$0.00				
<b>Check:</b> Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).					<b>For this transaction the percentage is:</b>		0%	
<b>C. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges</b>								
Trade in as 1-lot a minimum of 140 backframes w/facepiece and minimm 200 cylinders, we will include with purchase the attached list of additional equipment at no charge.								\$0.00
			<b>Subtotal C:</b>					\$0.00
<b>Delivery Date:</b>		<b>90-120 days</b>		<b>D. Total Purchase Price (A+B+C):</b>			\$1,072,505.00	



**Witmer Public Safety Group**

104 Independence Way  
Coatesville, PA 19320

Phone: (610) 857-8070  
Fax: (888) 335-9800

Quote ID: 385748  
Date: 7/27/2020  
Sales Person: PAUL H

**Proposal To:**

Prince George County Fire & EMS  
6602 Courts Dr, 2nd Floor  
PO Box 68  
Prince George, VA 23875  
Phone: (804) 722-8614  
Fax: (804) 733-2769

Proposal ID 385748  
Date 7/27/2020  
Sales Person PAUL H

Quantity	Item ID	Description	Unit	Amount
<b>MSA G1 SCBA - HGAC Trade-In List</b>				
		TRADE-IN:		
	TRADE-IN	Trade-in of ALL customers existng SCBA, facepieces & cylinders, we will provide the following equipment at no charge:		
12	TN-RBL303	True North L3 Lite Speed RIT Bag, Red		
24	1/4-6FHG5-S	Flotran Adapter Fitting, #6 Female O-Ring x 1/4" Male Pipe Thread		
1	9519-4000	OHD Quantifit Respirator Fit Testing System to Include Windows Quantifit Software, Roller Case, Keyboard, Trigger Button, Triple Tubing, USB Cable, and Power Supply.		
1	9513-0130	OHD Quantifit Single Screw-in Demand Valve,		
1		2021 Annual SCBA Service, including Travel & all Labor.		
1		Annual Parts not covered in Lifetime Warranty. Wear & Tear. \$5,000 ALLOWANCE		
1		Parts neede to Convert Apparatus SCBA brackets to Fit the G1 Unit \$1500 ALLOWANCE		
1		Rescue 1 Compressor Upgrade. Replace CO monitor, remove old fill station and replace with new Stallion apparatus fill station and controls. We will complete an service the unit and take an air test. Customer is responsible to get truck back & forth to Stallion Air in NC.		
1		Rescue 2 Compressor. Complete and annual service and air test.		
1		Station 4 Fill Station. Replace current unit with new Stallion 3-cylinder 2-bank fill station with (3) used 6000 DOT storage cylinders.		
1		Station 5 Fill Station. Replace current unit with new Stallion 3-cylinder 2-bank fill station. We will pick up and bring back to WPSG for hydro test and then ship to Stallion the customers (3) existing 6000 DOT storage cylinders.		
1		Station 8 Fill Station. Install new unit with Stallion 3-cylinder 2-bank fill station. We will pick up and bring back to WPSG for hydro test and then ship to Stallion the customers (1) existing 6000 DOT storage cylinder and supply (2) adtl used 6000 DOT cylinders.		
130	EEG-DR-SCBAG1BANDC	EEG MSA G1 Cylinder Band Clamp Decal Size: 2" x 9"		





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Prince George, VA 23875  
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**Proposal ID** 385748  
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**Sales Person** PAUL H

Quantity	Item ID	Description	Unit	Amount
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**MSA G1 SCBA - HGAC Trade-In List**

260	MSA-CYL-LOGO	MSA Custom Cylinder Logo		
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**ACCEPTANCE OF PROPOSAL**

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

**Proposal is valid until August 26, 2020**

Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>Subtotal</b>	0.00
<b>Tax</b>	0.00
<b>Total</b>	0.00



**COUNTY OF  
PRINCE GEORGE  
NOTICE OF  
PUBLIC HEARING  
PROPOSED AMENDMENT  
TO FY21 BUDGET**

Notice is hereby given pursuant to § 15.2-2507, Code of Virginia (1950, as amended), that the Prince George County Board of Supervisors will conduct a public hearing for the purpose of receiving comments on a proposed amendment to the FY2020-21 Prince George County Annual Fiscal Plan (the "Budget") during its regular meeting of Tuesday, August 11, 2020, beginning at 7:30 p.m., in the Boardroom of the County Administration Building, Third Floor, 6602 Courts Drive, Prince George, Virginia. All interested citizens are invited to attend and participate in the public hearing.

The current FY2020-21 budget is \$126,187,775. The proposed budget amendment would add up to \$1,300,000 to the FY2020-21 budget to fund completion of the following capital improvement project:

(i) Replacement of Self-Contained Breathing Apparatus for Fire/EMS

A copy of materials related to the proposed budget amendment can be examined in the County Administration Department of the County Administration Building. The building is open from Monday - Friday, 8:30 AM - 5:00 PM. Any person requiring assistance to participate in the public hearing is asked to contact Teresa Knott at 722-8600 prior to the public hearing so that appropriate arrangements can be made.

By Authority of  
Percy C. Ashcraft  
County Administrator  
COUNTY OF PRINCE  
GEORGE



# SELF-CONTAINED BREATHING APPARATUS

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PUBLIC HEARING – BUDGET AMENDMENT UP TO \$1,300,000 [ \$1,072,505 ACTUAL PRICE]

AUGUST 11, 2020



## SELF-CONTAINED BREATHING APPARATUS - BACKGROUND

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- On July 14, Paul Mauger, Interim Director Fire/EMS presented report expressing urgent need to purchase Self-Contained Breathing Apparatus for Fire/EMS
- Estimated cost **up to \$1,300,000**; cost was not included in the adopted FY2021 CIP



## SELF-CONTAINED BREATHING APPARATUS - BACKGROUND

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- Board authorized advertisement of an August 11, 2020 Public Hearing to amend the FY2021 Budget up to \$1,300,000 (\$1.3M exceeds 1% of total FY2021 adopted budget)
- Board requested funding options to purchase SCBA in FY2021 and adjourned to special meeting on July 28, 2020 to discuss funding options
- Final Pricing was received from vendor (Witmer Public Safety) on July 28 for **\$1,072,505**

## SELF-CONTAINED BREATHING APPARATUS - BACKGROUND

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- Staff worked with Davenport & Company (contracted financial planner) and 9 Funding options were presented to the Board on July 28
- Option 9 was approved by consensus

## SELF-CONTAINED BREATHING APPARATUS - BACKGROUND

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- Option 9
- Establish *separate* Fire/EMS Equipment Replacement Fund with the equivalent of 1¢ of Real Estate Tax Revenues (\$280,000) – 15 Year Repayment
- Will require creation of a new Ordinance (similar to 74-4) creating devoted fund for purchase of Fire/EMS equipment using 1¢ in devoted RE tax revenues
  - Total Devoted RE Tax Revenues 3¢ [2¢ Ord 74-4; 1¢ new Ord] – both “carved out” from school transfer
- Would make dedicated funding available for current and future purchase of Fire/EMS equipment
  - With 15 Year Financing, SCBA annual payment is estimated at \$96,462
  - \$183,538 annually could be devoted to other equipment purchases or reserved for future purchases FY2022-2036

# PUBLIC HEARING ADVERTISEMENT PUBLISHED

- Notice of August 11, 2020 Public Hearing to Amend FY2021 Budget for this purchase submitted to *The Progress Index*
- Ad ran Sunday, July 26, 2020
- Amendment up to \$1,300,000 advertised; actual amendment \$1,072,505

**COUNTY OF PRINCE GEORGE  
NOTICE OF  
PUBLIC HEARING  
PROPOSED AMENDMENT  
TO FY21 BUDGET**

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The current FY2020-21 budget is \$126,187,775. The proposed budget amendment would add up to \$1,300,000 to the FY2020-21 budget to fund a capital improvement project:

- (i) Replacement of Self-Contained Breathing Apparatus for Fire/EMS

A copy of materials related to the proposed budget amendment will be examined in the County Administration Department of the County Administration Building. The building is open from Monday - Friday, 8:30 AM - 5:00 PM. Citizens are encouraged to participate in the public hearing is asked to contact Teresa Knott at 722-8600 prior to the public hearing so that appropriate arrangements can be made.

By Authority of  
Perry C. Ashcraft  
County Administrator  
COUNTY OF PRINCE  
GEORGE

## AUGUST 11 BOARD ACTIONS REQUESTED FOLLOWING PUBLIC HEARING

- Approve Appropriation Resolution [\$1,072,505]
- Award of Contract to Witmer Public Safety Group using HGAC cooperative contract FOR \$1,072,505
- Approve Reimbursement Resolution [debt issuance in spring 2021 is funding source]
  - Allows County to reimburse itself for the purchase using future debt proceeds

} Combined resolution

# QUESTIONS?

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Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 11<sup>th</sup> day of August, 2020:

Present:

Vote:

Donald R. Hunter, Chairman  
Alan R. Carmichael, Jr., Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

Floyd

P-2

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; AWARD OF CONTRACT & APPROPRIATION FROM DEBT PROCEEDS (\$1,072,505 FIRE/EMS SELF-CONTAINED BREATHING APPARATUS PURCHASES)**

WHEREAS, The Interim Director of Fire & EMS requested the purchase of replacement Self-Contained Breathing Apparatus (SCBA) and staff was directed to move forward with the purchase and present funding options to the Prince George County Board of Supervisors for consideration; and

WHEREAS, the Board approved by consensus, devoting the equivalent of 1 cent in Real Estate Tax Revenue beginning in FY2022, to the purchase of this and similar equipment by issuing debt in the spring of 2021 with a fifteen year repayment term; and

WHEREAS, the Board will consider approval of a new ordinance outlining the terms and allowable purchase of this newly devoted 1 cent in real estate tax revenue at a future meeting after conducting a public hearing; and

WHEREAS, Witmer Public Safety provided final pricing under a cooperative H-GAC Buy (Houston-Galveston Area Council) contract for the needed SCBA at \$1,072,505 that is available for use by Prince George County. Staff is requesting authorization for the County Administrator to enter into a contract with Witmer Public Safety for \$1,072,505.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of August, 2020, hereby awards the contract for the purchase of Self-Contained Breathing Apparatus (SCBA) to Witmer Public Safety for \$1,072,505 and authorizes the County Administrator to execute a contract with Witmer Public Safety.

NOW, THEFORE, BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of August, 2020, does hereby authorize the following increase of funds within the 2020-2021 Budget, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0311-03-200-3206-48121	CIP – Self-Contained Breathing Apparatus	\$1,072,505
<u>Revenue:</u>		
0311-40-900-8115-341401	Debt Proceeds	\$1,072,505

A Copy Teste:

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Percy C. Ashcraft  
County Administrator



Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 11<sup>th</sup> day of August, 2020:

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Present:

Vote:

Donald R. Hunter, Chairman  
Alan R. Carmichael, Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

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P-2

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF BONDS  
OR OTHER INDEBTEDNESS**

**WHEREAS**, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has previously determined to undertake the purchase of self-contained breathing apparatus (SCBA) for Fire/EMS of \$1,072,505;

**WHEREAS**, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$1,072,505;

**WHEREAS**, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$1,072,505 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

**WHEREAS**, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the "Expenditures") prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

**THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the "Bonds") or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$1,072,505.

2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.

4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, and certain de minimis amounts.

5. The Board intends that the adoption of this Resolution confirms the "official intent" of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County's counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.

7. This Resolution shall take effect immediately upon its passage.

A Copy Teste:

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Percy C. Ashcraft  
County Administrator