

INTRODUCED: March 28, 2022

AN ORDINANCE No. 2022-098

To authorize the Chief Administrative Officer to accept funds in the amount of \$50,000.00 from the Virginia Department of Fire Programs, and to appropriate the increase to the Fiscal Year 2021-2022 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Fire and Emergency Services' State Fire Programs Special Fund by \$50,000.00 for the purpose of funding the purchase of a self-contained breathing apparatus training aid for Department of Fire and Emergency Services' personnel and regional emergency services partners.

Patrons – Mayor Stoney, Ms. Lambert and Ms. Trammell

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: APR 11 2022 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds in the amount of \$50,000.00 from the Virginia Department of Fire Programs for the purpose of funding the purchase of a self-contained breathing apparatus training aid for Department of Fire and Emergency Services' personnel and regional emergency services partners.

§ 2. That the funds received from the Virginia Department of Fire Programs are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2021, and

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: APR 11 2022 REJECTED: _____ STRICKEN: _____

ending June 30, 2022, by increasing estimated revenues by \$50,000.00, increasing the amount appropriated for expenditures by \$50,000.00, and allotting to the Department of Fire and Emergency Services' State Fire Programs Special Fund the sum of \$50,000.00 for the purpose of funding the purchase of a self-contained breathing apparatus training aid for Department of Fire and Emergency Services' personnel and regional emergency services partners.

§ 3. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:
TESTE:
Amelia D. Rind
City Clerk



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R REQUEST

DATE: November 22, 2021

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

Handwritten signature of Levar M. Stoney.

THROUGH: Lincoln Saunders, Chief Administrative Officer

Handwritten signature of Lincoln Saunders.

THROUGH: Sheila White, Director of Finance

Handwritten signature of Sheila White.

THROUGH: Jason May, Director of Budget and Strategic Planning

Handwritten signature of Jason May.

FROM: Chief Melvin Carter, Fire Chief

Handwritten signature of Chief Melvin Carter.

RE: Acceptance of Grant Funding

ORD. OR RES. No. _____

PURPOSE: To authorize the Chief Administrative Office to accept an amount of \$50,000.00 from Virginia Department of Fire Programs (VDFP) and appropriate \$50,000.00 to the Department of Fire and Emergency Services.

REASON: VDFP has awarded a grant to the Richmond Department of Fire and Emergency Services in support of obtaining a self-contained breathing apparatus (SCBA) training aid. SCBA skills are critical for the safety of our personnel and the efficient and effective delivery of emergency services to our community.

RECOMMENDATION: The City Administration recommends adoption of this Ordinance.

BACKGROUND: This grant initiative was awarded with the support of VDFP to obtain a SCBA training aid that will be utilized by Richmond Fire incumbents and recruit firefighters as well as regional partners. The SCBA is the most important tool used by all firefighters during a fire response. This tool is critical in allowing firefighters to get into burning structures to remove victims and control a fire. Proficiency in the use of a SCBA is important in normal fire ground situations, but it becomes crucial during mayday or firefighter down situations. Training on emergency SCBA procedures in a controlled environment will allow us to better and more safely serve the community. This training aid will also be used to safely train our specialty teams for response to both confined space and structural collapse scenarios.

FISCAL IMPACT / COST: If Adopted: The City will be able to spend up to \$50,000.00 in grant funds. Fifty percent (50%) of the project costs shall be provided from a non-grant cash match of \$50,000.00.

- **If Not Adopted:** The spending authority for these grant funds will not be established.

FISCAL IMPLICATIONS: \$50,000.00 in non-local funds will be available for these efforts.

BUDGET AMENDMENT NECESSARY: Yes to amend Special Fund Ordinance #2021-041.

REVENUE TO CITY: \$50,000.00

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: February 14, 2022

CITY COUNCIL PUBLIC HEARING DATE: February 28, 2022

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Public Safety

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: The Department of Finance, the Department of Budget and Strategic Planning and the City of Richmond Department of Fire and Emergency Services

RELATIONSHIP TO EXISTING ORD. OR RES.: Adopted Special Fund Ordinance #2021-041

REQUIRED CHANGES TO WORK PROGRAM(S): Eligible expenditures will be centrally tracked by City of Richmond Fire and Emergency Services

ATTACHMENTS: Copy of Grant Award Letter and Disbursement Agreement

STAFF: Fire Chief Melvin Carter, 804-646-5451



COMMONWEALTH of VIRGINIA

Garrett Dyer
ACTING EXECUTIVE DIRECTOR

Virginia Department of Fire Programs

Brook Pittinger
ASSISTANT CHIEF OF ADMINISTRATION
AND RISK MANAGEMENT SERVICES

October 13, 2021

Melvin Carter
Fire Chief, Richmond City
201 East Franklin Street
Richmond, VA 23219

Dear Chief Carter,

On behalf of the Virginia Fire Services Board, we are pleased to advise the **City of Richmond, Virginia** of a grant award of up to \$50,000 according to the request in the application submitted for the Regional Fire Service Training Facilities Grant. The City is receiving the maximum allowable funding under this grant program.

The award is effective: FY2022

Accordingly, the City has until **October 12, 2022** to collect their award consistent with the terms and conditions of the mutually executed Agreement. **Please be aware the performance period for this grant is 10/13/2021 – 10/12/2022, any purchases made outside this performance period will NOT be reimbursable under this grant.**

The grant award is being offered to fund 50% of the SCBA Training Prop. Two originals of the Agreement are included. The City Administrative Officer must sign both originals and have them sent to my attention. Both originals will be counter signed and one will be returned to the City for local file retention. No funds disbursements will be authorized or released without the executed disbursement Agreement.

Funds disbursement for the Regional Fire Service Training Facilities Grant are reimbursement only (based on the actual costs incurred by the jurisdiction) and may be made in one (1) payment upon completion of the project, submission of supporting documentation of eligible costs, and inspection of training prop by VDFP. In order to be eligible for final payment, the prop must be placed in operation. It is the responsibility of the jurisdiction to maintain all such records subject to audit by this Agency or its assignees for a period of five (5) years following the date of the last transfer of award funds to the grant recipient.

If you have any questions, feel free to contact me at my office 804-249-1958 or via email at Theresa.hunter@vdfp.virginia.gov.

Respectfully,

A handwritten signature in black ink that reads "Theresa Hunter". The signature is written in a cursive, flowing style.

Theresa Hunter
Budget and Grants Manager

Enclosure

c: Scott Garber, Chair, Virginia Fire Services Board
 Garrett Dyer, Executive Director, Virginia Department of Fire Programs

VIRGINIA FIRE SERVICE GRANT PROGRAM AGREEMENT

Regional Fire Services Training Facilities

Statutory Authority: §38.2-401 of the *Code of Virginia*

This Grant Agreement, made as of the _____ day of _____, by and among the VIRGINIA DEPARTMENT OF FIRE PROGRAMS (the "Department"), acting as authorized on behalf of the Virginia Fire Services Board (the "Board"), and _____, (the "Grantee"), governs the distribution and use of Fire Services Grant Program moneys, as provided for in §38.2-401 (D) of the *Code of Virginia*.

WHEREAS, §38.2-401 (D) of the *Code of Virginia*, authorizes the Board to determine the distribution of grants to provide regional fire services training facilities; to finance the Virginia Fire Incident Reporting System; and to build or repair Burn Buildings; and

WHEREAS, the Grantee has submitted an application for a grant from the Fire Services Grant Fund Program to assist in funding a Regional Fire Services Training Facilities project together with plans, specifications, and project narrative for such project narrative for such project, more specifically described in Attachment A hereto (the "Project"); and

WHEREAS, the Board has approved the Project and has authorized the Department to act on its behalf in the distribution and administration of grants;

NOW, THEREFORE, pursuant to the authority granted to the Board and Department by §38.2-401 (D) of the *Code of Virginia*, and in consideration of the Grantee's adoption and ratification of the representations, terms and conditions as herein provided, and benefits to accrue to the Commonwealth and public from the accomplishment of this Project, the department offers a grant of \$50,000 to pay eligible Project cost subject to the terms and conditions listed below:

- 1 These funds shall be disbursed by the Department to the Grantee after the Agreement has been signed, on reimbursement basis of qualifying Project expenses.
- 2 Unless an extension has been granted by the Department, grant performance shall be completed, and all documentation pertaining to such activities shall be submitted to the Department on or before 12 months after the grant funds have been disbursed.
- 4 The Department may grant an extension of up to three months beyond the 12-month period to perform the grant project, and to submit documentation. Any extension beyond three months must be submitted to the Virginia Fire Services Board for approval.
- 5 The Grantee agrees to carry out and complete all phases of the Project strictly in accordance with the plans, specifications and project narrative. The plans, specifications and project narrative may only be revised or modified with the Board or Department's prior written approval. The Grantee agrees to allow the Board representative access to the Project at all reasonable times to verify compliance with the approved plans, specifications and project narrative.

- 6 The Grantee agrees that no Project performance shall commence until the following types of insurance are in place for entities performing any such work, including subcontractors, and these types of insurance shall be maintained at all times while construction or repair work is being performed: (a) an All Risk Builders Risk Property insurance policy based on the completed value of all such work, with exclusions for design errors or defects removed by policy endorsement, and the locality shall be named additional insured in such policy; (b) a Workers' Compensation and Employer's Liability insurance policy covering all workers or employees engaged in such work, and, in case any such work is sublet, each subcontractor shall, similarly, provide Workers' Compensation and Employer's Liability Insurance for all of the subcontractor's workers or employees who are engaged in the work, and in amounts not less than the minimums required by the Code of Virginia and other applicable laws and regulations;
- (c) a Comprehensive Commercial General Liability insurance policy that provides a minimum level of \$500,000 combined single limit per occurrence, and the locality shall be named as an additional insured party in such policy; and (d) a Comprehensive Automobile Liability insurance policy that will insure against claims for property damage that may arise from the operation of motor vehicles associated with the construction or repair work, with a minimum level of \$500,000 combined single limit per occurrence. Before the commencement of any work, the locality must submit to the VDFP a Certificate of Coverage or Certificate of Insurance indicating that these types of insurance are in effect. All insurance shall be provided by insurers who are licensed to provide insurance in the Commonwealth of Virginia.
- 7 The Grantee agrees to operate and maintain the Project, now existing or built in whole or in part as a result of the Project, as a training facility for a period of 20 years from completion of this Project.
- 8 The Grantee agrees to operate, maintain and use the Project in accordance with the policies adopted by the Board, as amended from time to time.
- 9 Subject to lawful appropriation, the Grantee agrees to repay to the Department a sum which is equal to the pro-rata share (computed monthly) of all monies received under this Grant Agreement based on the period of operation and maintenance as specified in paragraph 7 above in the event that the Project ceases to be available for such specified training purposes prior to the expiration of such period, if such change in availability is due to an act or omission within the sole and direct control of the Grantee.
- 10 Grantee hereby agrees that the Project shall be maintained and operated at all times in a manner designed to prolong the useful life of the Project and that no condition will be allowed to exist that will, or is likely to, lead to a shorter than expected useful life for the Project. The Grantee further agrees to ensure appropriate encroachment factors of surrounding land for a period of 5 years from the completion date of the Project.
- 11 The Grantee represents to the Department that (a) its authorized representative whose signature appears below has read and understands the referenced provisions of the Code of Virginia and the Board's policy entitled "VFSB Regional Fire Services Training Facilities Policy: Fire Service Grant Program", adopted thereunder, as amended from time to time, which are hereby incorporated into this Grant Agreement by reference in its entirety; (b) it agrees to comply with all applicable provisions of the Code of Virginia, including if appropriate, the Virginia Public Procurement Act that governs construction of public facilities by private entities. (c) It is duly authorized to enter into this Grant Agreement and to perform its obligations hereunder and has taken all necessary action to authorize such execution and performance.

- 12 This grant will be fully liquidated in public benefits to the Commonwealth 20 years from the completion date of the Project and the Grantee shall have no further financial obligation to the Commonwealth under this Grant Agreement upon the expiration of such time.
- 13 To the extent permitted by law, the Grantee shall retain title to the Project and underlying land, and the Grantee shall not release or transfer title without first receiving written approval from the Board prior to such release, which approval shall not be unreasonably withheld.
- 14 The Grantee agrees to retain all books, records and other documents relative to expenditures of Grant Funds for five years from the completion date of the Project. The Board, the Department and/or State auditors shall have full access to and the right to audit any of these records during the above-referenced period.
- 15 The Department shall be bound hereunder only to the extent of the Fire Services Grant Funds available or which may hereafter become available for the purpose of this Grant Agreement.
- 16 This writing constitutes the entire Grant Agreement between the parties, supersedes any existing Agreement among the parties hereto relative to the matters contained herein, and may be modified only by written amendment executed by all parties.
- 17 This Agreement shall in all respects be governed by the laws of the Commonwealth of Virginia without regard to the legislative or judicial conflict of laws rules of any state.
- 18 If any provision of this Grant Agreement is determined to be invalid by a court of competent jurisdiction, it shall not render the remaining portions of this Grant Agreement void or unenforceable.
- 19 This Grant Agreement may be executed in several counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.
- 20 When any written notice or report is required or may be given hereunder, it will be deemed sufficient if the party giving such notice, request, or report delivers the same to the other party by U.S. mail, postage prepaid, or by other superior mailing, or by hand delivery. All notices, request, demands or reports delivered by mail or by hand will be deemed to have been given when received by any party hereto at the following addresses:

Grantee: Such office or mailing address as stated on the Point of Contact Form attached hereto or to such other address of which the Grantee has notified the other parties hereto in writing.


Agency and Board: Virginia Department of Fire Programs
Attn: Regional Fire Services Training Facilities Grant Administration
1005 Technology Park Drive
Glen Allen VA 23059-4500

or to such other address of which the Department has notified the Grantee in writing.

IN WITNESS WHEREOF, the parties hereto have by their duly authorized representatives executed this Grant Agreement as of the date first above written, intending to be bound thereby.

DEPARTMENT OF FIRE PROGRAMS

BY:

 12/1/2021
Signature of Authorized Representative Date

Name:

Mehau D. Carter

Title:

Chief of Fire

GRANTEE

The Grantee, City of Richmond does hereby accept and ratify all terms, conditions and agreements contained in this Grant Agreement and does hereby accept the grant and by such acceptance agrees to all of the terms and conditions hereof.

BY:

Signature of Authorized Representative Date

Name:

Lincoln Saunders

Title:

Chief Administrative Officer