



**BOARD OF SUPERVISORS
FINANCE COMMITTEE MEETING
Tuesday, July 21, 2020 – 2:30 PM**

**Gallery Room - Chatham Community Center
115 South Main Street,
Chatham, Virginia 24531**

AGENDA

- 1. CALL TO ORDER (2:30 PM)**
- 2. ROLL CALL**
- 3. AGENDA ITEMS TO BE ADDED**
- 4. APPROVAL OF AGENDA**

Please remember that the Committee Meeting is designed for internal Committee and County Staff communication, discussion, and work. It is not a question and answer session with the audience. Accordingly, during the Committee Meeting, no questions or comments from the audience will be entertained. Respectfully, any outbursts or disorderly conduct from the audience will not be tolerated and may result in the offending person's removal from the Committee Meeting. As a reminder, all County citizens, and other appropriate parties as designated by the Board's Bylaws, are permitted to make comments under the Hearing of the Citizens' Section of tonight's Business Meeting.

- 5. NEW BUSINESS**
 - a. FY20 Year End Report and Budget Adjustments
 - b. FY21 Budget Adjustments and Carryover Requests
 - c. FY21 Capital Appropriations
 - d. Coronavirus Relief Fund (CRF) Application Review
 - e. Fire and Rescue Commission Recommendations: Emergency Funding Requests
 - f. Fire and Rescue Commission Recommendations: Annual Service Agreements
 - g. Fire and Rescue Commission Recommendations: Volunteer Agency Annual Reporting Requirements
 - h. Sheriff Longevity-Based Salary Adjustment
 - i. 2022 Reassessment Project Budget Report

6. MATTERS FROM COMMITTEE MEMBERS

7. CLOSED SESSION

- a. Discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision (2) or (14) of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

(1) Legal Authority: Virginia Code § 2.2-3711(A)(19)

Subject Matter: County Building

Purpose: Discussion of County Building Upfit/Build-Out
for Law Enforcement Purposes

8. RETURN TO OPEN SESSION & CLOSED SESSION CERTIFICATION

- a. Closed Session Certification

9. ADJOURNMENT



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	FY20 Year End Report and Budget Adjustments		
Staff Contact(s):	Kimberly G. Van Der Hyde		
Agenda Date:	July 21, 2020	Item Number:	5.a
Attachment(s):	Budget Adjustments		
Reviewed By:			

SUMMARY:

Finance Director Kim Van Der Hyde will provide a pre-audit FY20 budget report. Ms. Van Der Hyde will also present recommended budget adjustments to various line items to account for unanticipated expenses and revenues. The adjustments are to ensure that everything is in order for the coming FY20 audit. A full list of suggested adjustments is attached in this packet.

RECOMMENDATION:

Staff recommends that the FY19-20 end of year budget adjustments be approved.

MOTION:

“I make a Motion that the Finance Committee approve the presented FY19-20 budget adjustment and recommend approval by the Board of Supervisors.”

Pittsylvania County
 FY 2020 Year-End Budget Adjustments

Department	Line Items Providing Funds	Line Item Description	Amount of Transfer/Appropriation	Reason for Transfer/Appropriation	2020 Expense Line Item	Amount of Transfer/Appropriation
YEAR-END TRANSFERS:						
General Fund:			TRANSFER	Year-End Bookkeeping Budgetary Adjustments		
County Administration	100-4-012100-various	County Administration-Various		(16,851.07)	100-4-012520-8105 (Fleet-Cap Outlay-Veh)	16,851.
Library	265-4-various	Memorial Gifts Fund		(50,856.28)	100-4-073100-6021 (Library-Computer Supplies)	50,856.
Non-Departmental	100-4-091200-2300	BCBS Co. Share		(386.45)	100-4-012220-3115 (HR-Employ Screenings)	386.
Non-Departmental	100-4-091200-8109	Grants Local Match/Contingency		(11,274.89)	100-4-033000-3180 (CSU-Detention)	11,274.
Solid Waste Fund:						
Solid Waste Capital	520-4-094120-8146	Engineering		(26,974.13)	520-4-094120-8102 (Capital Outlay-Equipment)	26,974.
Solid Waste Capital	520-4-094110-8123	Roll-Off Truck		(56,799.14)	520-4-094110-8133 (Comp Site Improvements)	56,788.
			TRANSFER			
Schools	205	School Transfers	-	Year-End Categorical Changes- See Attached Spreadsheet from the School Board	205-4-061000-1120 (Instruction)	(398,087.
					205-4-062000-1800 (General Support)	29,087.
					205-4-063000-3400 (Pupil Transport)	(286,355.
					205-4-064000-3300 (Maintenance)	838,460.
					205-4-065000-3179 (Non-Instructional)	281,660.
					205-4-067000-5700 (Technology)	(464,766.
YEAR-END APPROPRIATIONS:						
			APPROPRIATION			
Sale of Surplus Property	100-3-000000-150215	Sale of Surplus Vehicles	13,458.00	During FY2020, the County sold a total of 4 cars in the County's Fleet. This money needs to be appropriated to the Fleet budget to help cover fleet related costs for the year.	100-4-012520-8105 (Capital Outlay-Vehicle)	11,054.
					100-4-012520-6031 (Fleet-Labor)	2,403.

Attachment: Budget Adjustments (2102 : FY20 Year End Report and Budget Adjustments)

Pittsylvania County
 FY 2020 Year-End Budget Adjustments

			APPROPRIATION			
Donations-Project Lifesaver	100-3-000000-189903	Project Lifesaver Donations	900.00	We receive donations for the Project Lifesaver Program at the Sheriff's office. We received monies during the year that need to be appropriated back to the Project Lifesaver Expenditure line item	100-4-031200-5882	900.
			APPROPRIATION			
Donations-Halloween	100-3-000000-189913	Halloween-Contributions	100.00	We receive donations for the Trunk or Treat event that is sponsored by the Sheriff's office. We received monies during the year that need to be appropriated back to the Halloween Expenditure line item.	100-4-031200-5878	100.
			APPROPRIATION			
Donations-K-9 Program	100-3-000000-189916	K-9 Dog Donations	375.00	We received donations for the K-9 program at the Sheriff's office this year. We need to appropriate these funds to be used for this program's expenses.	100-4-031200-6045	375.
			APPROPRIATION			
Donations-Iron Dog Event	100-3-000000-189923	Iron Dog Event	4,567.15	We received donations for the Iron Dog event that is being sponsored by the Sheriff's office this year. We need to appropriate these funds to be used for this event's expenses.	100-4-031200-60452	4,567.
			APPROPRIATION			

Attachment: Budget Adjustments (2102 : FY20 Year End Report and Budget Adjustments)

Pittsylvania County
FY 2020 Year-End Budget Adjustments

Soil & Water Con Disrtrict	100-3-000000-240415	Soil and Water Conservation District	4,314.14	SWCD pays 100% of their payroll with Pittsylvania County. An estimated is used to determine budget for the year and SWCD was short of budget dollars by this amount.	100-4-082400 (SWCD budget-various)	4,314.
				APPROPRIATION		
Unapprop Surplus	100-3-000000-410501	Unapprop Surplus-CSA Carryover	700,000.00	This is a portion of the amount that was remaining at the end of FY2019 for CSA. These funds were not carried over originally since we did not feel that these funds would be needed, however; prior year expenses paid from July to Sept 2019 consumed a large amount of the FY2020 budget. This covers this shortage and allows for funds that may be needed for the FY2021 budget for the same reason.	100-4-053500-7004 CSA-Pool Funds-Local)	700,000.
				APPROPRIATION		
Grant Funds	250-3-000000-031774	E911-VITA Grant	21,076.52	This amount was received from the Virginia Information Technology Agency for E911 services and needs to be appropriated to be used by the E911 Center.	250-4-031774-8102	21,076.
				APPROPRIATION		
Grant Funds	250-3-000000-180301	Expenditure Refunds	23,241.88	These funds were received due to an utility audit that was performed on our telephone, gas and electric invoices. This amount was for the E911 phone system that is charged to the PSAP-Wireless Grant.	250-4-031775-5230	23,241.

Attachment: Budget Adjustments (2102 : FY20 Year End Report and Budget Adjustments)

Pittsylvania County
 FY 2020 Year-End Budget Adjustments

			APPROPRIATION			
WIA Refunds	251-3-000000-180301	Expenditure Refunds	5,848.03	This total represents expenditure refunds that have been received by the WIB throughout FY2020. These funds need to be appropriated back to the line item that was affected.	251-4-353160-6012	1,776.
					251-4-353851-1100	2,000.
					251-4-353853-1100	2,000.
					251-4-353160-5500	72.
			APPROPRIATION			
Pathways Grant	251-3-000000-180315	Pathways Grant-Contractual Services	10,302.74	Amounts received by the WIB for contractual services not paid directly by the Grant	100-4-353884-5260	10,302.
			APPROPRIATION			
ED Fund	325-3-000000-180301	ED-Expenditure Refunds	7,083.33	We received grant funds from the City of Danville to cover 1/3 of the cost a joint economic development strategic plan. These funds need to be appropriated to cover these expenditures.	325-4-081500-82322 (ED Strategic Plan)	7,083.
			APPROPRIATION			
School Bond/School Construction Fund	410-3-000000-410502 435-3-000000-410502	School Construction Funds	11,755.13	Amount requested by the School Board of residual school project funds to be used for the installation of school security equipment	410-4-094400-9102 (\$9,355.13) 435-4-094400-9102 (\$2,400.00)	11,755.
			APPROPRIATION			
Solid Waste Enterprise Fund	520-3-000000-160802	Solid Waste Fees	71,817.64	Amount needed to cover additional costs for taking in additional trash from outside trash contractor	520-4-042400 (SW Disposal-Variou)	71,817.
			APPROPRIATION			
Rescue Billing Fund	530-3	Rescue Billing Accounts-Variou	72,709.45	Amount needed to cover the cost of ambulance billing service.	530-4 (Rescue Billing (Various Agencies)	72,709.
			APPROPRIATION			
		TOTAL APPROPRIATION	947,549.01			947,549.

Attachment: Budget Adjustments (2102 : FY20 Year End Report and Budget Adjustments)

Pittsylvania County
FY 2020 Year-End Budget Adjustments

		TOTAL TRANSFERS	-			-
		TOTAL APPROPRIATION/TRANSFERS	947,549.01			947,549.01

Attachment: Budget Adjustments (2102 : FY20 Year End Report and Budget Adjustments)



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	FY21 Budget Adjustments and Carryover Requests		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.b
Attachment(s):	FY21 Budget Adjustment Proposals Carryover Request Letter from Dr. Jones		
Reviewed By:			

SUMMARY:

The April 2nd adopted FY21 budget needs adjustment due to changes in anticipated revenue (including grant awards) and the addition of PCSA operations to the General Fund. The Landfill Fund also requires adjustment to properly account for unanticipated revenue and cost allocation of General Fund Salaries. All FY21 budget adjustment proposals are outlined in the attached document.

As is common practice, the Finance Committee is asked to recommend that the BOS approve certain unused FY20 appropriations for use in the FY21 budget. This year's General Fund requests total \$355,287,94 are to be utilized by the Sheriff, Volunteer Fire & Rescue Service, CSA and Animal Control (attached). The School Division has requested \$1,599,963 of FY20 operating savings to be used for COVID19-related expenses; it also requests \$2,184,727 to be used for capital improvements to various facilities. The total School Division carryover request is \$3,784,654 (attached Letter from Dr. Jones).

RECOMMENDATION:

Staff recommends that the FY21 General Fund budget adjustments and carryover requests be approved as presented. Staff offers no opinion regarding the School Division's request.

MOTION:

"I make a Motion that the presented FY21 Budget adjustments and carryover requests be approved as presented."

"I make a Motion that the School Division's carryover request of \$_____ be appropriated to the FY21 Education budget."

PUBLIC HEARING NOTICE

Pursuant to §15.2-2507, Code of Virginia, 1950, as amended, the Pittsylvania County Board of Supervisors will hold a public hearing on Tuesday, July 21, 2020, at 7:00 p.m., in the Gallery Room of the Chatham Community Center, 115 South Main Street, Chatham, Virginia, 24531, to receive citizen input on the proposed FY2021 Budget Amendments. By appointment, related documents are available in the Pittsylvania County Administration Building, 1 Center Street, Chatham, Virginia, 24531, and on the County’s website, www.pittsylvaniacountyva.gov.

	Proposed Budget Amendments <u>2020-2021</u>
<u>REVENUES</u>	
Current Budgeted Revenues	\$186,116,529.00
Unassigned Fund Balance (Includes Carryovers)	355,287.94
General Fund Revenues	416,652.00
Grants Funds	756,971.31
School Carryover	3,784,653.76
School Additional Revenue	847,644.00
Water and Sewer Revenue	2,925,500.00
Landfill Revenue	<u>1,282,527.92</u>
Proposed Amended Revenues	\$ 196,485,765.93
<u>EXPENDITURES</u>	
Current Budgeted Expenditures	\$ 186,116,529.00
County Operating Budget	771,939.94
Grants Fund Expenditures	756,971.31
School Operating Fund	4,632,297.76
Pittsylvania County Service Authority Expenditures	2,925,500.00
Landfill Expenditures	<u>1,282,527.92</u>
Proposed Amended Expenditures	\$ 196,485,765.93

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

2021 Public Hearing Breakdown
Carryovers

Unassigned Fund Balance (Includes Carryovers)

Acct Number	Sheriff:	
100-4-031200-5882	Project Lifesaver	839.12
100-4-031200-6045	K-9 Program	396.93
100-4-031200-60452	K-9-Iron Dog Event	4,333.40
100-4-031200-6002	DARE Program	8,357.47
100-4-031200/033100	Carryover for Cars	230,000.00
	Fire & Rescue:	
100-4-032200-5670	Hurricane Michael Funds	7,904.78
100-4-091200-8109	Hazard Mitigation Grant-Local Match	8,614.00
100-4-032200-5663	Block Payments	10,000.00
100-4-032200-5540	Training	5,000.00
100-4-032200-6009	Vehicle Supplies	10,000.00
100-4-032200-6052	Medical Equipment & Supplies	10,000.00
100-4-091200-9104	Capital Reserve Fund	29,421.76
310-4-094135-810215	Fire & Rescue Capital Reserve	29,421.76
	CSA:	
100-4-053500-5883	Real Life Program Donation	417.74
	Animal Control:	
100-4-035100-5883	Animal Control Donations	580.98
	Total Carryovers	355,287.94

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

**2021 Public Hearing Breakdown
Budget Amendments**

General Fund

Revenue:

M&T-Loss of IKEA	(287,840.00)
Sale of Land	(900,000.00)
Jail Per Diems	(61,563.00)
Comp Board Revenue	(18,458.00)
VRS-Soil & Water Rev	1,330.00
Real Estate	148,286.00
Personal Property	26,680.00
Mobile Homes	2,579.00
Merchant's Capital	3,992.00
Transfer from Landfill-Land	900,000.00
Transfer repayment of Landfill Debt	259,555.00
Transfer-Landfill 2020 Salary Increases	38,975.00
PCSA Revenue	303,116.00
TOTAL REVENUE	416,652.00

Expense:

VRS-General Fund	292,470.00
VRS Life-General Fund	3,865.00
PCSA General Fund Changes	182,573.00
Savings from 25% Richard to Landfill	(36,149.00)
Reduction in Contingency	(26,107.00)
TOTAL EXPENSE	416,652.00

Grants Fund

VEC Temperature Checker Grant-WIA	32,890.00
Hazard Mitigation Grant	172,283.00
Community Foundation Resource Kits Grant	10,000.00
Williams Pipeline-COVID Grant	10,000.00
Registrar-CARES Funds	68,029.00
VEC Wagner-Peyser Grant	463,769.31
Total Grants Funds	756,971.31

Landfill Fund

Revenue:

Outside Trash-Bays	175,000.00
2020 Sale of Easement-Unapprop	900,000.00
Unapprop Surplus for GF Transfers	207,527.92
TOTAL REVENUE	1,282,527.92

**2021 Public Hearing Breakdown
Budget Amendments**

Expenses:	
VRS-Landfill	11,203.00
VRS Life-Landfill	148.00
General Fund Transfer:	
Transfer repayment of Landfill Debt	259,554.98
Transfer-Landfill 2020 Salary Increases	38,975.12
Chris Addock Salary (30%)	36,497.82
Richard Hicks Salary (25%)	36,149.00
Transfer from Landfill-Land	900,000.00
 TOTAL EXPENSE	 1,282,527.92

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)



PITTSYLVANIA COUNTY SCHOOLS

P. O. Box 232, 39 Bank Street, SE, Chatham, VA 24531

Dr. Mark R. Jones
Division Superintendent

July 15, 2020

Bob Warren, Chairman
Pittsylvania County Board of Supervisors
P.O. Box 426
Chatham, VA 24531

Mr. Warren,

I am writing on behalf of the Pittsylvania County School Board to request that operating savings of \$1,599,926.76, from the early school closure during FY 2020, be carried over to FY 2021. These funds will be necessary to assist with expenditures related to opening school under the Governor's phases and CDC guidelines. These expenditures will include, but not be limited to, additional PPE for staff and students, clinical/medical supplies, cleaning and sanitation supplies, additional staff as well as additional hours for existing staff, etc. We are still developing our opening plans with several different scenarios that will each bring their own challenges as well as additional expense to the division. We also have an additional \$2,184,727.00 in carryover funds for FY 2020. A spreadsheet is attached that details each program or project with the source of funding included. The On-going Contracted Maintenance Projects includes security enhancements for Central Office, ECC and Maintenance (card swipes for outside doors, new front doors, cameras and permanent intercom system), sidewalk repair at four school locations, air conditioning in the Robotics classroom at PCTC, alarm system at Brosville Elementary, paving at 5 school locations, relocating zone lights at Chatham Middle School, replace broken windows at Gretna and Twin Springs Elementary schools and seal outside gym walls at Dan River and Gretna High schools. Therefore, the School Board is asking for your approval of \$3,784,653.76 in carryover funds for FY 2020. Please amend and appropriate our FY 2021 budget by this amount.

You will also find attached a final budget breakdown by categories. Please approve the categorical changes as presented based on actual FY 2020 expenditures. Thank you in advance for your consideration and approval of this request.

Sincerely,

Dr. Mark R. Jones
Division Superintendent

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)



PITTSYLVANIA COUNTY SCHOOLS

P. O. Box 232, 39 Bank Street, SE, Chatham, VA 24531

Dr. Mark R. Jones
Division Superintendent

July 15, 2020

Bob Warren, Chairman
Pittsylvania County Board of Supervisors
P.O. Box 426
Chatham, VA 24531

Mr. Warren,

Pittsylvania County School Board has included \$1,899,666.52 of CARES ACT funding in its FY 2021 budget. Staff is in the process of completing the application to receive these funds. Approximately \$62,789.65 will go to private schools in the area with the remaining funds to be used by PCS. We plan to use our funds in two areas. At this time, the majority of the funds will be used for staff salaries and benefits in order to maintain operations and continuity of services in light of possible ADM funding loss and the remaining funds will be used to purchase PPE, cleaning and sanitizing products, and various other items needed to provide safe spaces for staff and students. If our revenues hold firm, we will amend our application to use the additional funds to assist with our goal of a 1:1 technology initiative for students. Thank you in advance for your support of our school system during these unprecedented times.

Sincerely,

Dr. Mark R. Jones
Division Superintendent

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

Pittsylvania County Schools
Revenue, Expenditure and Fund Balance Report
 for Fiscal Year Ending June 30, 2020

Revenue	Budget	Actual	Balance
Sales Tax Receipts	\$10,360,125.00	\$10,482,220.16	-\$122,095.16
State Funds	\$52,407,089.84	\$51,993,469.65	\$413,620.19
Federal Funds	\$8,496,399.72	\$9,004,163.38	-\$507,763.66
Local Funds	\$18,986,709.00	\$18,986,709.00	\$0.00
Other Funds	\$4,373,653.79	\$4,149,224.16	\$224,429.63
Totals	\$94,623,977.35	\$94,615,786.35	\$8,191.00
Expenditures			
Instruction	\$67,115,152.88	\$64,451,609.61	\$2,663,543.27
General Support	\$4,049,715.84	\$4,049,715.84	\$0.00
Pupil Transportation Services	\$7,310,994.14	\$7,255,257.65	\$55,736.49
Operation & Maintenance Services	\$9,811,284.54	\$8,737,719.54	\$1,073,565.00
Non-Instructional Operations	\$3,801,505.20	\$3,801,505.20	\$0.00
Facilities	\$0.00	\$0.00	\$0.00
Technology	\$2,535,324.75	\$2,535,324.75	\$0.00
Totals	\$94,623,977.35	\$90,831,132.59	\$3,792,844.76
Total Revenues	\$94,615,786.35		
Less: Total Expenditures	\$90,831,132.59		
Ending Fund (Cash) Balance	\$3,784,653.76		
Less: Designated Carry-Over Funds:			
Community Foundation Grant	\$4,700.00	<i>(local grant funds)</i>	
Project Graduation	\$27,807.95	<i>(state grant funds)</i>	
PBIS Grant	\$9,681.84	<i>(state grant funds)</i>	
PBIS/VTSS Grant	\$24,534.48	<i>(state grant funds)</i>	
Electric Buses	\$33,522.00	<i>(state funds)</i>	
PCTC Grant - PCS Share	\$66,392.50	<i>(local funds)</i>	
United Way Grant - Book Buddies	\$5,556.99	<i>(local grant funds)</i>	
Danville Regional Foundation Grant - Stem Academy	\$24,017.57	<i>(local grant funds)</i>	
Virginia Preschool Program	\$148,663.91	<i>(state funds)</i>	
PALS Tutors	\$50,441.58	<i>(state funds)</i>	
Textbooks	\$715,843.18	<i>(state/local funds)</i>	
Drainfield & Wastewater Expansion - KES	\$225,000.00	<i>(state funds)</i>	
Chiller - TMS	\$190,000.00	<i>(state funds)</i>	
Roof - Stony Mill Elementary School	\$343,998.00	<i>(state funds)</i>	
On-going Contracted Maintenance Projects	\$314,567.00	<i>(state funds)</i>	
COVID-19 Expenditures FY 21	<u>\$1,599,926.76</u>	<i>(state funds)</i>	
	<u>\$3,784,653.76</u>		
Non-Designated Fund (Cash) Balance	<u><u>\$0.00</u></u>		

**(Paving, Security, other misc maint ite*

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

2020-2021 Amended Budget

	2017-2018 Final Amended Budget	2018-2019 Final Amended Budget	2019-2020 Adopted Budget	2019-2020 Amended Budget	2020-2021 Approved Budget	2020-2021 Amended Budget	Increase/ Decrease In 2020-2021 Budget
REVENUES							
From Sales Tax Funds	10,070,955	10,483,893	10,360,125	10,360,125	10,441,705	10,451,874	10,169
From State Funds	51,453,389	50,900,320	52,381,368	52,391,368	55,781,133	54,940,452	(840,681)
From Federal Funds	8,708,229	9,499,215	8,499,340	8,499,340	8,902,065	10,809,087	1,907,022
From Local Funds*	17,236,709	18,336,709	18,986,709	18,986,709	19,486,709	19,486,709	-
From Other Funds	5,528,635	4,677,873	799,385	4,795,791	1,200,627	971,762	(228,865)
TOTAL	92,997,917	93,898,011	91,026,927	95,033,333	95,812,239	96,659,883	847,644
EXPENDITURES							
Instruction	66,788,711	66,822,566	65,916,869	67,538,774	69,651,531	67,677,909	(1,973,622)
General Support	3,715,471	3,843,519	4,004,208	4,062,645	4,129,708	4,160,009	30,301
Pupil Transportation Services	7,025,940	6,699,420	6,596,406	7,597,286	6,596,406	6,667,711	71,305
Operation & Maintenance	8,683,785	9,510,964	8,163,420	9,307,888	8,533,420	8,284,814	(248,606)
Non-Instructional Operations	3,629,313	3,891,408	3,519,845	3,519,845	3,979,995	3,522,579	(457,416)
Facilities	-	-	-	-	-	-	-
Technology	3,154,697	3,130,133	2,826,179	3,006,895	2,921,179	2,799,985	(121,194)
Contingency Reserves	0	0	0	0	0	3,546,877	3,546,877
TOTAL	92,997,917	93,898,011	91,026,927	95,033,333	95,812,239	96,659,883	847,644

FY 2019 - Carryover \$1,366,422.00, Bus Lease October 2019 \$963,565.00 and February 2020 amendment \$1,267,000.00
 Additional amendment to be approved of \$409,419.00 due to other revenue sources.

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover

Pittsylvania County Service Authority
 FY2020-2021 Budget Request

ACCOUNT NUMBER	DESCRIPTION	2021 BUDGET REQUEST
REVENUE:		
501-3-000000-110601	PENALTIES	35,000
501-3-000000-150101	INTEREST	60,000
501-3-000000-150214	SALE OF ASSETS-GRETNA	25,000
501-3-000000-150215	SALE OF SURPLUS PROPERTY	5,000
501-3-000000-160750	WATER CHARGES	1,787,500
501-3-000000-160751	SEWER FEES	962,500
501-3-000000-160752	WATER CONNECTION FEES	20,000
501-3-000000-160753	SEWER CONNECTION FEES	8,000
501-3-000000-160754	ACCOUNT PROCESSING FEES	2,500
501-3-000000-160755	RECONNECTION FEES	20,000

	TOTAL	2,925,500

ACCOUNT NUMBER	DESCRIPTION	2021 BUDGET REQUEST	65%
501-4-043220-101100	COMPENSATION-BOARD MEMBERS	9,945	
501-4-043220-110000	SALARIES AND WAGES-REGULAR	163,175	
501-4-043220-120000	SALARIES AND WAGES-OVERTIME	9,100	
501-4-043220-210000	FICA	13,940	
501-4-043220-221000	VRS	19,679	
501-4-043220-230000	BCBS-CO. SHARE	26,525	
501-4-043220-230100	DENTAL	506	
501-4-043220-240000	VRS-LIFE INSURANCE	2,187	
501-4-043220-260000	UNEMPLOYMENT INSURANCE	172	
501-4-043220-270000	WORKMAN'S COMP INSURANCE	5,571	
501-4-043220-280000	LT DISABILITY INSURANCE	127	
501-4-043220-312000	AUDITING FEES	7,800	
501-4-043220-316000	ADP FEES	325	
501-4-043220-316100	METER READING FEES	24,375	
501-4-043220-316200	WATER TAX (VDH FEES)	11,600	
501-4-043220-316220	WATER SAMPLES/TESTING	17,000	
501-4-043220-316300	ENGINEERING	22,750	
501-4-043220-317300	MISS UTILITY	1,300	
501-4-043220-331200	MAINTENANCE WELLS	3,500	
501-4-043220-331400	MAINTENANCE WATER MAINS	30,000	
501-4-043220-331600	MAINTENANCE WATER TANKS	116,000	
501-4-043220-331700	HYDRANT MAINTENANCE	1,500	
501-4-043220-332000	SVC CONTRACT-OFFICE EQUIP	780	

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

501-4-043220-332200	MAINTENANCE-EQUIPMENT	2,925
501-4-043220-350000	PRINTING	650
501-4-043220-360000	ADVERTISING	2,860
501-4-043220-370000	UNIFORM RENTALS	2,860
501-4-043220-511300	ELECTRICITY-PUMPING	46,800
501-4-043220-514100	PURCHASED WATER	790,000
501-4-043220-521000	POSTAGE	8,001
501-4-043220-523000	TELEPHONE	5,850
501-4-043220-530200	FIRE INSURANCE	7,555
501-4-043220-530500	VEHICLE INSURANCE	2,735
501-4-043220-530700	PUBLIC OFFICIALS LIABILITY	982
501-4-043220-550000	TRAVEL	975
501-4-043220-554000	TRAINING	1,300
501-4-043220-581000	DUES AND MEMBERSHIP	1,300
501-4-043220-584100	SOFTWARE SUPPORT	11,050
501-4-043220-589900	ADMINISTRATIVE FEE	197,025 *
501-4-043220-600100	OFFICE SUPPLIES	650
501-4-043220-600600	WATER SERVICE MATERIALS	5,850
501-4-043220-600640	OPERATION & MAINT-WATER PUMP	1,500
501-4-043220-600800	FUEL	6,825
501-4-043220-600900	VEHICLE-SUPPLIES	325
501-4-043220-810200	CAPITAL OUTLAY-EQUIPMENT	5,525
501-4-043220-830000	CAPITAL RESERVE	181,410 *

TOTAL PCSA-WATER DEPARTMENT 1,772,811

35%

501-4-043221-101100	COMPENSATION-BOARD MEMBERS	5,355
501-4-043221-110000	SALARIES AND WAGES-REGULAR	87,864
501-4-043221-120000	SALARIES AND WAGES-OVERTIME	4,900
501-4-043221-210000	FICA	7,506
501-4-043221-221000	VRS	10,596
501-4-043221-230000	BCBS-CO. SHARE	14,283
501-4-043221-230100	DENTAL	272
501-4-043221-240000	VRS-LIFE INSURANCE	1,177
501-4-043221-260000	UNEMPLOYMENT INSURANCE	92
501-4-043221-270000	WORKMAN'S COMP INSURANCE	3,000
501-4-043221-280000	LT DISABILITY INSURANCE	69
501-4-043221-312000	AUDITING FEES	4,200
501-4-043221-316000	ADP FEES	175
501-4-043221-316100	METER READING FEES	13,125
501-4-043221-316300	ENGINEERING	12,250
501-4-043221-317300	MISS UTILITY	700
501-4-043221-331900	MAINTENANCE SEWER LINES	27,000
501-4-043221-332000	SVC CONTRACT-OFFICE EQUIP	420

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

501-4-043221-332100	MAINTENANCE SEWER PUMPING	14,000
501-4-043221-332200	MAINTENANCE EQUIPMENT	1,575
501-4-043221-350000	PRINTING	350
501-4-043221-360000	ADVERTISING	1,540
501-4-043221-370000	UNIFORM RENTALS	1,540
501-4-043221-511300	ELECTRICITY-PUMPING	25,200
501-4-043221-514200	SEWER TREATMENT	680,000
501-4-043221-521000	POSTAGE	4,308
501-4-043221-523000	TELEPHONE	3,150
501-4-043221-530200	FIRE INSURANCE	4,068
501-4-043221-530500	VEHICLE INSURANCE	1,473
501-4-043221-530700	PUBLIC OFFICIALS LIABILITY	528
501-4-043221-550000	TRAVEL	525
501-4-043221-554000	TRAINING & EDUCATION	700
501-4-043221-581000	DUES AND MEMBERSHIP	700
501-4-043221-584100	SOFTWARE SUPPORT	5,950
501-4-043221-589900	ADMINISTRATIVE FEE	106,091
501-4-043221-600100	OFFICE SUPPLIES	350
501-4-043221-600600	SEWER SERVICES MATERIALS	3,150
501-4-043221-600800	FUEL	3,675
501-4-043221-600900	VEHICLE-SUPPLIES	175
501-4-043221-810200	CAPITAL OUTLAY-EQUIPMENT	2,975
501-4-043221-830000	CAPITAL RESERVE	97,683

	TOTAL PCSA-SEWER DEPARTMENT	1,152,689

	=====	

	TOTAL PCSA - WATER & SEWER	2,925,500

*An adustment was made between these three line items to make sure adequate funding existed for the Administrative Fee to cover the cost of the PCSA contract with the County

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

VEC Temperature Checker Budget

July 1, 2020-Dec 31, 2020

<u>Description</u>	<u>Budget</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>	<u>Balance</u>
Salaries-Temp Checker 1	7,150.00							-	7,150.00
Salaries-Temp Checker 2	7,150.00							-	7,150.00
Salaries-Temp Checker 3	7,150.00							-	7,150.00
Salaries-Temp Checker 4	7,150.00							-	7,150.00
Total Salaries	28,600.00	-	-	-	-	-	-	-	28,600.00
Subawards-Adm Fees 15% of Salaries	4,290.00							-	4,290.00
	-							-	-
Total	32,890.00	-	-	-	-	-	-	-	32,890.00

Note: 4 part-time positions 25hrs per wk @ \$11.00/ hr. x 26 weeks
 2 per site (Martinsville Center and Danville Center)
 One for morning shift and one for afternoon shift

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover



MEMORANDUM

To: Mike Taylor, Sheriff

From: David M. Smitherman, County Administrator

CC: Board of Supervisors
Kim Van Der Hyde, Finance Director

Date: June 24, 2020

Subject: Funding for New Sheriff's Department Vehicles

As you are aware, the Board of Supervisors approved the appropriation of \$477,077 to fund new Deputy vehicles. These funds are to be used to lease and purchase cars to replenish your fleet. There are several sources and two uses for these funds.

- \$125,000 FY21 appropriation to lease patrol cars for road deputies
 - \$70,000 FY21 appropriation to purchase vehicles
 - \$282,077 FY20 Comp Board vacancy savings to purchase vehicles
- Amt. Approved: 6/16/20
\$1,230,000
\$425,000

Since your FY20 operating budget is projected to be "in the black" by more than the anticipated amount, the Board of Supervisors approved the carry forward of vacancy savings. This amount will be added to your FY21 budget in July. The remaining \$195K is appropriated in the adopted FY21 budget.

Please be advised that the Board expressed a desire to lease patrol and civil service Deputy vehicles on a five (5) year rotation and purchase administrative/investigative vehicles with a minimum rotation life of seven (7) years.

Please let me know if you have any questions.

DMS/hk

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

JEFFREY D. STERN, Ph.D.
State Coordinator

CURTIS C. BROWN
Chief Deputy State Coordinator/
Chief Diversity and Inclusion Officer



JOHN NORTON
Deputy State Coordinator – Disaster Services

ANDRES ALVAREZ
Deputy State Coordinator – Mission Support

COMMONWEALTH OF VIRGINIA

Department of Emergency Management

9711 Farrar Court, Suite 200
North Chesterfield, Virginia 23236
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

June 3, 2020

Mr. David Smitherman
County Administrator
1 Center Street
Chatham, VA 24531

RE: Pittsylvania County, Installation of four Fire Station Generators
FEMA-DR-4411-VA-015

Dear Mr. Smitherman:

I am pleased to notify you that the Federal Emergency Management Agency (FEMA) has approved the project titled "Pittsylvania County Fire Station Generators." The funds have been obligated through the Hazard Mitigation Grant Program. Attached you will find the grant award package. Please read all documents carefully prior to initiating your project. As funded, the federal share is 75 percent of the total project costs.

Your project cannot begin until the authorized agent has signed the grant award package. No reimbursements will be made until the award package is signed and received by the Virginia Department of Emergency Management. Please sign the attached grant agreement and scan and email it to Amy S. Howard, mitigation grant administrator. Congratulations on the approval of this project. If you have questions regarding this award or the implementation of your project, please contact Amy Howard at (804) 267-7733 or by e-mail at amy.howard@vdem.virginia.gov.

Sincerely,

Curtis C. Brown
Alternate Governor's Authorized Representative

Enclosures

CCB/RSC/dm

JEFFREY D. STERN, Ph.D.
State Coordinator

CURTIS C. BROWN
Chief Deputy State Coordinator/
Chief Diversity and Inclusion Officer



JOHN NORTON
Deputy State Coordinator – Disaster Services

ANDRES ALVAREZ
Deputy State Coordinator – Mission Support

COMMONWEALTH OF VIRGINIA

Department of Emergency Management

9711 Farrar Court, Suite 200
North Chesterfield, Virginia 23236
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

Hazard Mitigation Grant Program

Grant Agreement
FEMA-DR-4411-VA-015

This Agreement is made as of this 22nd day of April 2020 by and between the Virginia Department of Emergency Management, hereinafter called "VDEM," and the Pittsylvania County herein after called the "Sub-grantee." The DUNS number for the Pittsylvania County is **074744467**.

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

(1) GENERAL PROVISIONS:

This Agreement is a sub-grant award of federal funds from VDEM to the sub-grantee. VDEM has received a grant from the Department of Homeland Security Federal Emergency Management Agency Hazard Mitigation Grant Program, Catalog of Federal Domestic Assistance Number 97.039. The sub-grantee shall implement the project as set forth in the grant Agreement documents. These documents consist of:

- (1) Executed Grant Agreement;
- (2) Scope of Services, Attachment A;
- (3) Project Budget, Attachment B;
- (4) Milestone Table, Attachment C; and
- (5) Grant Assistance Agreements and VDEM-FEMA General Terms and Conditions and Assurances; Attachment D.

State agencies acting as the sub-grantee shall report all federal funds received as part of this Agreement as federal pass-thru funds on their agency's Schedule of Federal Assistance.

Nothing in this Agreement shall be construed as authority for either party to make commitments, which will bind the other party beyond the Scope of Work contained herein. Furthermore, the sub-grantee shall assign, sublet, or subcontract any work related to this Agreement or any interest it may have herein with full compliance with federal and state procurement regulations. The schedule of service set forth in the Scope of Work and Milestone Table shall be deemed to have been consented to, as required by the preceding sentence, upon the execution of this Agreement by VDEM.

(2) SCOPE OF SERVICES:

The sub-grantee shall provide the service to VDEM set forth and summarized in the Scope of Work (Attachment A) and Milestone Table (Attachment C). All deliverables shall conform to accepted standards and practices. If there is any change in the original scope of work, a formal request must be made to VDEM for review and approval prior to implementing the change. These attachments are consistent with the original VDEM-FEMA (Federal Emergency Management Agency) grant project application. The sub-grantee shall provide VDEM with quarterly reports and a final report on the progress of work set forth in the Scope of Work. The quarterly reports and final report shall contain the following components: (1) a narrative describing in detail the progress of the sub-grantee in fulfilling the provisions of the Scope of Works; (2) Reimbursement Requests as needed that itemize the expenses incurred by the sub-grantee, including separate columns for the federal, state, and the sub-grantee’s matching contribution to the total cost of services as reflected in the Project Budget-Attachment B; and (3) the schedule of specific project tasks with target completion dates and actual completion dates (Milestone Table – Attachment C). The first quarterly report is due to VDEM at the end of the first complete quarter following the award of the grant.

<u>Reporting Period</u>	<u>Report Due to VDEM</u>
January 1 – March 31	no later than April 15
April 1 – June 30	no later than July 15
July 1 – September 30	no later than October 15
October 1 – December 31	no later than January 15

(3) TIME OF PERFORMANCE:

The services of the sub-grantee shall begin on the date of sub-grantee’s signature of this document and terminate on **12-18-2022**, unless otherwise altered through provisions of this Agreement or extended by written authorization of VDEM. Requests for time of performance extension must be received in writing by VDEM within 75 days of termination date with reasons for requested time of performance extension and a revised Milestone Table – Attachment C. All time limits stated are of essence of this Agreement. All funds must be obligated no later than the project completion date. The final request for reimbursement must be received no later than 60 days after the completion date for the project.

(4) COMPENSATION:

The total project award from VDEM is **\$180,897**, provided through the Hazard Mitigation Grant Program, Disaster 4411, Tropical Storm Michael. FEMA shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$129,212**. FEMA shall also provide sub-recipient management cost funds in the amount of **\$8,614**. VDEM shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$34,457**. The sub-grantee agrees to provide a match in the amount of **\$8,614**. The sub-grantee is aware of and shall comply with cost-sharing requirements of federal and state mitigation grant assistance; specifically that federal assistance is limited to 75 percent of eligible expenditures, state assistance (as reimbursed through the Virginia Department of Emergency Management) is limited to 20 percent of eligible costs, and the sub-grantee shall provide from the sub-grantee’s funds 5 percent of eligible costs. The non-federal funds must be from a non-federal funding source and can be completely fulfilled by in-kind services as long as financial records document them as such.

VDEM shall release the grant award to the sub-grantee on a cost-reimbursement basis upon receipt and approval of the sub-grantee’s quarterly and final reports and deliverables as required by this Agreement or at other times agreed to by VDEM. Any cost overruns incurred by the sub-grantee during the time of performance shall be the responsibility of the sub-grantee. The sub-grantee shall spend the funds according to the specified categories of the contract budget. The sub-grantee shall use mitigation grant funds solely

*Saving lives through effective emergency management and homeland security.
“A Ready Virginia is a Resilient Virginia.”*

for the purposes for which these funds are provided and as approved by FEMA and VDEM. General policies for determining allowable costs are established in 2 Code of Federal Regulations (CFR), Part 200, subpart E (included in Attachment D) and the appropriate OMB circulars that identify cost principles for different kinds of organizations. Minor shifts of the funds among categories by the sub-grantee, not to exceed 10 percent of any budget line item are permissible, but in no case can the total expenditures exceed the amount provided by this contract. Shifts in funds exceeding 10 percent among budget line items must be approved in writing by VDEM.

(5) ASSISTANCE:

VDEM agrees upon request of the sub-grantee to furnish, or otherwise make available to the sub-grantee, copies of existing non-proprietary materials in the possession of VDEM that are reasonably related to the subject matter of this Agreement and are necessary to the sub-grantee for completion of its performance under this Agreement. VDEM Recovery and Resilience Division staff will provide technical support to the sub-grantee and make periodic site visits to monitor progress.

(6) ACKNOWLEDGEMENTS:

The role of the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA) must be clearly stated in all press releases, news articles, and request for proposals, bid solicitations and other documents describing this project, whether funded in whole or part.

Acknowledgement of financial assistance, with VDEM and FEMA logos, must be printed on all reports, studies, web sites, and other products (including map products) supported, in whole or in part, by this award or any sub-award. The sub-grantee is responsible for contacting VDEM staff in adequate time to obtain the logo in camera-ready or digital form. The final draft must be approved by VDEM staff prior to production. The acknowledgement should read as follows:

This report was funded by the Federal Emergency Management Agency through the Virginia Department of Emergency Management, via Grant Agreement Number FEMA-DR-4411-VA-015 for \$180,897.

(7) CREATION OF INTELLECTUAL PROPERTY:

To the extent that the copyright to any copyrightable material created pursuant to this Agreement is owned by the sub-grantee and/or the sub-grantee is empowered to license its use, VDEM agrees to grant to the sub-grantee, and hereby does grant to the sub-grantee, a license to use the materials so owned for public, not-for-profit purpose within the territory of the Commonwealth and shall execute and deliver such further documents as the Commonwealth may reasonably request for the purpose of acknowledging or implementing such license.

A copyright notice shall be placed in an appropriate location on any copyrightable material being distributed or published. Such notice shall include (1) either the symbol "©", the word "Copyright", or the abbreviation "Copr."; (2) the year of first publication; and (3) the name of the copyright owner (the Commonwealth of Virginia). This information shall be followed by the words, "all rights reserved."

(8) STRUCTURAL MITIGATION REQUIREMENTS:

Specific requirements must be adhered to for structural mitigation projects such as structural relocation, property acquisition and demolition, and structural retrofitting or improvement as detailed in Attachment D. These requirements can include deed restrictions, operation and maintenance plans, and insurance requirements, as dictated by the specific grant and project requirements.

(9) BREACH AND TERMINATION:

In the event of breach by the sub-grantee of this Agreement, VDEM shall provide written notice to the sub-grantee specifying the manner in which the Agreement has been breached. If a notice of breach is given and the sub-grantee has not substantially corrected the breach within 60 days of receipt of the written notice, VDEM shall have the right to terminate the Agreement. The sub-grantee shall be paid for no service rendered or expense incurred after receipt of the notice of termination, except such fees and expenses incurred prior to the effective date of termination that are necessary for curtailment of its work under the Agreement. Termination of this Agreement can occur as an effect of one of two results: First, as a result of the proper completion and closeout of this project. Second, termination may occur as a result of *Termination for Convenience* or other termination as allowed or required by 2 CFR 200.339 for projects which cannot be completed as described in the FEMA-approved grant project application and the Scope of Services – Attachment, herein. Communication of this decision and information related to the project termination will be provided to the sub-grantee in coordination with FEMA through registered mail.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed by the following duly authorized officials:

Sub-grantee:

Pittsylvania County

By:

Date:

Authorized Sub-grantee Signatory

Grantor:

Virginia Department of Emergency Management

By:



Date: June 3, 2020

Deputy State Coordinating Officer

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

Project Sponsor: Pittsylvania County

Project Title: Pittsylvania County Installation of 4 Fire Station Generators

Project Description from HMGP application:

We have four fire/rescue stations that do not have back generator power. These stations are in remote areas of the county can serve as temporary shelters in the event of disasters. In the past 12 months, we have endured two names tropical storms, one tornado, and one winter storm with heavy snowfall, and one isolated rain event that caused severe flash flooding. Each of these events have had negative impact on our county (the largest geographical county in VA) and its citizens. We would have liked to have means to use these stations as temporary shelters. In each of the events listed, we did shelter people.

Location	Address	Status
Climax Fire Station	4108 Climax Road Chatman, VA	Included
Cool Branch Fire Station	3016 Smith Mountain Road Penhock, VA	Included
Renan Fire Station	405 Straightstone Road Gretna, VA	Included
Cascade Fire Station	5497 Cascade Road Cascade, VA	Included

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

Attachment B
 FEMA-DR-4411-VA-015
 Project Budget

Project Awarded Budget – Funding Source HMGP:

Federal Project Funds	\$129,212
State Project Funds	\$34,457
Local Project Funds	\$8,614
Sub-recipient Management Costs	\$8,614
Total Project Funds	\$180,897

Project Budget from VDEM-FEMA HMGP application:

ACTIVITY	NUMBER	COST	TOTAL COST
Generator	4	\$27,500	\$110,000
Installation and supplies	4	\$12,770	\$51,083
Shipping of Generators	4	\$1,800	\$7,200
Testing and Technical Support	4	\$1000	\$4,000
TOTAL COSTS			\$172,283

Federal Management Costs	1	\$8,614	\$8,614
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Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

*Saving lives through effective emergency management and homeland security.
 "A Ready Virginia is a Resilient Virginia."*

Attachment C
FEMA-DR-4411-VA-015
Project Milestone Table

ACTIVITY	DAYS TO COMPLETE
Grant Implementation/Kick-Off Meeting	60
Engineering	90
Bid Process and award	120
Ordering and Generator Installation	310
Permitting and Inspections	90
Project Closeout	60
TOTAL DAYS TO COMPLETE THIS PROJECT	730 Days

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

Attachment D
Administrative Requirements and Guidance

Federal Administration and Guidance Documents:

1. 2 CFR Part 200 Cost Principles for State, Local, Indian Tribal Governments
2. CATEX documentation (where required)
3. Structural Mitigation Project Requirements (where required)
4. Current Hazard Mitigation Assistance (HMA) Guidelines
5. FEMA Award Package

Federal Emergency Management Agency (FEMA) Contact:

John Schmierer
FEMA Region III
One Independence Mall, 6th Floor
615 Chestnut Street
Philadelphia, PA 19106-4404

Hazard Mitigation Assistance

Non-Supplanting Certification

I certify that any funds awarded under Hazard Mitigation Assistance grants will be used to supplement existing funds for programs activities, and will not replace (supplant) non-federal funds.

Designated Agent

Name

Signature

Title

Agency

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)



We make energy happen.

May 11, 2020

One Williams Center
P.O. Box 2400
Tulsa, OK 74102-2400
918-573-2000

Pittsylvania County Public Safety
Chris Slemp
PO Box 426
Chatham, VA 24531

Dear Grantee:

As a premier energy infrastructure company that handles clean-burning natural gas used every day to heat homes, cook food and generate electricity, one of our Core Values & Beliefs is to support the communities where its employees work and live. That is why it is with great pleasure we enclose a check in the amount of \$10,000.00 representing Williams' contribution for COVID-19 Responder Support. Note that this grant may consist of two checks.

Please know that any recognition you wish to provide for this grant is greatly appreciated. Feel free to contact us if you need our logo for any recognition purposes. Formal recognition should be given to **Williams**. This grant is restricted and may only be used for the following purpose:

COVID-19 Responder Support

Your organization's deposit negotiation or endorsements of the enclosed grant check(s) will constitute its agreement to the terms and conditions as set forth below. Additionally, this grant is distributed with the following conditions:

- The grant is to be used exclusively for the above-described purpose.
- The funds may not be expended for any political or lobbying activity.
- Your organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with Generally Accepted Accounting Principles.

We wish you much success and look forward to hearing how our partnership with your organization is making a positive impact in your community. We would also appreciate any photos or videos related to the grant project that we might use to promote your organization on our social media channels. We invite you to connect with us online at www.williams.com, follow us on Twitter (@Williamsupdates), and like us on Facebook (www.Facebook.com/Williamsenergyco). Please tag us in social media posts related to the project.

If you have any questions, please feel free to contact Community Outreach at (918) 573-1190 or via e-mail at WilliamsCommunityOutreach@Williams.com.

Sincerely,

Sara Delgado

Sara Delgado
Manager Community Relations & Charitable Giving



**Community
Foundation**
of the
Dan River Region

541 Loyal Street • Danville, Virginia 24541
434.793.0884 • Fax 434.793.6489 • www.cfdr.org

MOVING FORWARD. GIVING BACK.

June 10, 2020

Mr. David M. Smitherman
Pittsylvania County Administrator
P. O. Box 426
Chatham, Virginia 24531

Dear Mr. Smitherman,

I am very pleased to report that The Community Foundation of the Dan River Region approved a grant of \$10,000 for Pittsylvania County from the Coronavirus Relief Fund. This grant's purpose is to purchase reusable masks, hand sanitizer, thermometers, and COVID-19 best practice magnets for safety kits to aid in Pittsylvania County's COVID-19 public awareness campaign. Included in this mailing is a **Coronavirus Relief Fund Grant Agreement** outlining the Foundation's policies regarding grant awards and reporting guidelines. Please acknowledge your acceptance of the terms and conditions under which this grant is being awarded, by signing the enclosed copy of the Grant Agreement and returning it to us.

Also included is a **Coronavirus Relief Fund Final Grant Report Form**. We request that your organization submit the Final Grant Report Form, along with the necessary financial reporting, within 30 days after the completion of the project, but no later than June 10, 2021. Please note that any unused funds must be returned to The Community Foundation with your Final Grant Report Form. This grant may not be transferred to another purpose.

The Community Foundation would appreciate your acknowledgment of its support of your organization. We request that you make use of our name and logo in your publications where appropriate. We would appreciate being included on your mailing list. In addition, we request that you send photographs representing this grant or your organization in general (digital photos are preferred).

We encourage you to begin planning now for the 2020 competitive grant cycle, which opened June 1, 2020.

Sincerely,

Katherine W. Milam
Executive Director

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

2020

CARES ACT - (COVID-19)

Enter Contact Information

Email completed certification as an attachment to:

County or City Name **Pittsylvania County**

Locality Code **143**

ID (internal use only) **0000050289**

Mailing Address:

Street 1 **1 Center Street**

Street 2

City **Chatham**

Zip Code **24531**

fiscal@elections.virginia.gov

For questions, contact
Kevin Hill at: 804-864-8950

INSTRUCTIONS:
See Instructions Tab . Fill in the shaded areas .
When finished, SAVE this workbook .

Email the completed certification to
fiscal@elections.virginia.gov Enter the subject like this
 Name of Locality - CARES ACT Certification.

Please Provide all signatures (as applicable)

Total Award amount of CARES ACT (COVID-19) Funding

\$ **68,0**

Chief Administrative Officer (City Manager, County Administrator or authorized designee)

I certify that the amount awarded is to be used for Elections allowable expenses. Any funding from CARES ACT that is not an eligible expense must be paid back to ELECT with interest. We also agree to maintain all records for a period of 4 years or audited. All funds must be encumbered by November 30, 2020 and paid out by December 31, 2020.

Name **David M. Smitherman**

Work Title **County Administrator**

Email **david.smitherman@pittgov.org**

Phone **434-432-7710**

General Register (Primary Contact)

I certify that the amount awarded is to be used for Elections allowable expenses for the 2020 Presidential Elections. We also agree to maintain all records for a period of 4 years or audited. All funds must be encumbered by November 30, 2020 and paid out by December 31, 2020.

Name **Kelly A. Keesee**

Work Title **General Registrar**

Email **kelly.keesee@pittgov.org**

Phone **434-432-1981**

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)



MEMORANDUM OF UNDERSTANDING

Wagner-Peyser Service Provision

Virginia Employment Commission

and

West Piedmont Workforce Development Board

Version: June 1, 2020

Legal Authority

The U.S. Department of Labor (Department or DOL) has issued a final rule to give States increased flexibility in their administration of Employment Service (ES) activities funded under the Wagner-Peyser Act (the Act). This flexibility includes the grants allocated to the States for the traditional labor exchange and related services, and for the foreign labor certification program, including the placement of employer job orders, inspection of housing for agricultural workers, and the administration of prevailing wage and practice surveys. Reference 20 CFR Parts 651, 652, 6531 and 658 – Docket No. ETA-2019-0004.

Memorandum of Understanding

This MOU is executed between the Virginia Employment Commission and the West Piedmont Workforce Development Board. These entities are collectively referred to as the “Parties” to this MOU.

This MOU is developed to confirm the understanding of the Parties regarding the provision of Wagner-Peyser services by the West Piedmont Workforce Development Board on behalf of the Virginia Employment Commission.

Introduction

The regulatory changes enacted by the Employment and Training Administration (ETA), Department of Labor (DOL) published January 6, 2020 and Training and Employment Notice Number 13-19 dated January 13, 2020, modernize the regulations implementing the Wagner-Peyser Act to align them with the flexibility allowed under the Workforce Innovation and Opportunity Act (WIOA), and to allow States to choose the service delivery model that can best meet their goals for the Employment Services (ES) program. This could include a focus on services for individuals with barriers to employment, improved employment opportunities for Unemployment Insurance (UI) recipients and other job seekers, better services for employers, and improved outreach to individuals in rural areas. The changes also give States the flexibility to staff employment and farm worker outreach services in what each State finds is the most effective and efficient way, using a combination of State employees, local government employees, service providers, and other staffing models in a way that makes the most sense for them. This, in turn, may leave more resources to help employers find employees and to help employees find the work they need. The changes are also consistent with Executive Order (E.O.) 13777, which requires the Department of Labor to identify outdated, inefficient, unnecessary, or overly burdensome regulations that should be repealed, replaced, or modified.

The modifications made in this final rule require conforming amendments to the specific Wagner-Peyser Act references in 20 CFR 678.630, 34 CFR 361.630, and 34 CFR 463.630 of the U.S. Departments of Labor and Education’s joint WIOA regulations (Workforce Innovation and Opportunity Act; Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions Final Rule, 81 FR 55792 (Aug. 19, 2016)). Neither this conforming change nor any of the changes discussed in the published final rule will affect other programs’ staffing requirements, such as those for the Vocational Rehabilitation (VR) program, because all changes discussed in this final rule, including these conforming changes, apply only to the ES programs authorized under the Wagner-Peyser Act which includes the Monitor Advocate System activities.

The Wagner-Peyser Act does not mandate specific staffing requirements. Section 3(a) of the Wagner-Peyser Act requires the U.S. Secretary of Labor (Secretary) to assist in coordinating the ES offices by developing and prescribing minimum standards of efficiency. Historically, the Department of Labor has used the authority in this provision to require States to provide labor exchange services with State merit staff, i.e., State staff employed according to the merit system principles in 5 CFR Part 900, Subpart F – Standards for a Merit System of Personnel Administration. However, this is not the only reasonable interpretation of this provision and, in finalizing the rule, the DOL is adopting an interpretation that allows States the flexibility to use staffing arrangements that best suit their needs. This flexibility will allow States to provide Wagner-Peyser Act services through State merit staff, other State staff, subawards to local governments or private entities, a combination of these arrangements, or other allowable staffing solutions under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Consistent with the Uniform Guidance, all of these staffing arrangements, other than using State-employee staff, would be considered subawards and the entities providing services would be considered subrecipients.

This rule is not subject to the requirements of E.O. 13771 because this rule results in no more than de minimis costs

System Structure

The LWDA has three Virginia Career Works Centers, also known as America's Job Centers, that are designed to provide a full range of assistance to job seekers, workers and businesses under one roof. Established under the Workforce Investment Act of 1998 (WIA) and continued by the WIOA, the centers offer a comprehensive array of services designed to match talent with opportunities. These services will continue to include the provisions of the Wagner-Peyser Act. The below Centers will have access to services through the Wagner-Peyser Act through a physical, virtual, or other presence as defined by the West Piedmont Workforce Development Board.

Virginia Career Works – Martinsville Center (Comprehensive)

Myra Moore, One Stop Coordinator
233 W. Commonwealth Blvd.
Martinsville, Virginia 24112
mmoore@rossworks.com (276) 634-3600

Virginia Career Works – Danville Center (Comprehensive)

Myra Moore, One Stop Coordinator
211 Nor Dan Dr. Ste.10S5 Danville, VA 24S41
mmoore@rossworks.com (434) 459-8220

Virginia Career Works – Stuart (Affiliate)

Myra Moore, One Stop Coordinator
108 West Blue Ridge St Stuart, VA 24171
mmoore@rossworks.com (276) 694-6542

Scope of Work

At a minimum, the West Piedmont Workforce Development Board will make the Wagner-Peyser services listed below available, consistent with Virginia and LWDA policies and Virginia's WIOA Combined State Plan.

BASIC CAREER SERVICES
Provide basic career services and individualized career services for job seekers and workers
Conduct outreach regarding local workforce system's services and products
Provide access to labor market information and assist with the interpretation of this information relating to local, regional, and national labor market areas, including job vacancy listings, information on job skills necessary to obtain the jobs, and information relating to local occupations in demand and their earnings, skill requirements, and opportunities for advancement for such occupations
Conduct outreach and assist employers fill their workforce needs with qualified job seekers
Provide customized recruitment and job applicant screening and referral services
Conduct job fairs, use one-stop center facilities for recruiting and interviewing job applicants
Post job vacancies in the state labor exchange system and take and fill job orders
Provide information regarding workforce development initiatives and programs
Develop, convene, or implement industry or sector partnerships
Conduct intake, outreach, and orientation to the information services, programs, tools and resources available through the workforce system
Referral to training services
Information on the availability of supportive services and referral to such as appropriate
Initial assessments of skill level(s), aptitudes, abilities and supportive service needs.
In and out of area job search and placement assistance (including provision of information on in-demand industry sectors and occupations and non-traditional employment).
Access to employment opportunity through job search and job matching functions
Performance information and programs costs for eligible providers of training, education and workforce services.
Information on performance of the local Workforce system.
Information on the availability of supportive services and referral to such, as appropriate.
Information and assistance on how to file for unemployment insurance (internet and phone)
Determination of potential eligibility for workforce Partner services, programs, referrals.
Information and assistance in applying for financial aid for training and education program not provided under WIOA.
INDIVIDUALIZED CAREER SERVICES
Comprehensive and specialized assessments of skill levels and service needs.
Development of individual employability plan to identify employment goals, appropriate achievement objectives, and appropriate combination of services for the customer to achieve the employment goals.
Referral to training services.
Group counseling.
Literacy activities related to work readiness.
Individual counseling and career planning
Case management for customers seeking training services; individual in and out of area job search, referral and placement assistance.
Work experience, transitional jobs, registered apprenticeships and internships.

Workforce preparation services (e.g., development of learning skills, punctuality, communication skills, interviewing skills, personal maintenance, literacy skills, financial literacy skills, and professional conduct) to prepare individuals for unsubsidized employment or training.

Post-employment follow-up services and support (Is not an individualized career service but listed here for completeness).
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Roles and Responsibilities of Parties

The Parties to this agreement will work closely together to ensure that all VA Career Works centers are high-performing work-places with staff that will ensure quality of service.

All Parties to this agreement shall comply with:

- ❖ Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule, published December 2, 2016),
- ❖ Title VI of the Civil Rights Act of 1964 (Public Law 88-352),
- ❖ Section 504 of the Rehabilitation Act of 1973, as amended,
- ❖ The Americans with Disabilities Act of 1990 (Public Law 101-336),
- ❖ The Jobs for Veterans Act (Public Law 107-288) pertaining to priority of service in programs funded by the U.S. Department of Labor,
- ❖ Training and Employment Guidance Letter (TEGL) 37-14, Update on Complying with Nondiscrimination Requirements: Discrimination Based on Gender Identity, Gender Expression and Sex Stereotyping are Prohibited Forms of Sex Discrimination in the Workforce Development System and other guidance related to implementing WIOA sec. 188,
- ❖ The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99),
- ❖ Confidentiality requirements governing the protection and use of personal information held by the VR agency (34 CFR 361.38),
- ❖ The confidentiality requirements governing the use of confidential information held by the State UI agency (20 CFR part 603),
- ❖ All amendments to each, and
- ❖ All requirements imposed by the regulations issued pursuant to these acts.

The previously listed provisions require, in part, that no persons in the United States shall, on the grounds of race, color, national origin, sex, sexual orientation, gender identity and/or expression, age, disability, political beliefs or religion be excluded from participation in, or denied, any aid, care, services or other benefits provided by federal and/or state funding, or otherwise be subjected to discrimination.

- ❖ Additionally, all Parties shall:
- ❖ Collaborate and reasonably assist each other in the development of necessary service delivery protocols for the services outlined in the Scope of Work section above,
- ❖ Agree that the provisions contained herein are made subject to all applicable federal and state laws, implementing regulations, and guidelines imposed on either or all Parties

relating to privacy rights of customers, maintenance of records, and other confidential information relating to customers, and

- ❖ Agree that all equipment and furniture purchased by any party for purposes described herein shall remain the property of the purchaser after the termination of this agreement.

Monitoring

In accordance with 20 CFR Part 683, monitoring must still be conducted by the federal grantee, the Virginia Employment Commission, to ensure the employment service program established by the Wagner-Peyser Act is compliant under federal law. The Virginia Employment Commission (VEC) retains this responsibility as the direct recipient of grant funds from the Department of Labor (DOL). The LWDB, as the sub-awardee, will be subject to all monitoring activities, findings, and determinations that the VEC considers necessary to maintain federal compliance, as well as to ensure effective and meaningful service to all participants. Additionally, the State will continue to monitor all policies and procedures to guarantee that universal access is being provided to participants as mandated by 20 CFR 652.207. All monitoring will be conducted in accordance with 20 CFR 683, subparts B (Administrative Rules, Costs, and Limitations) and D (Oversight and Resolution of Findings). In the instance that there is a finding surrounding the sub-awardee's delivery of the employment service program under the Wagner-Peyser Act, the LWDB will be given no more than 60 days to resolve the finding with the State. If the finding is not resolved in a timely or effective manner, the Virginia Employment Commission, reserves the right to terminate the provisions of this MOU, as well as future grant funds.

Data Sharing

Partners agree that the use of high-quality, integrated data is essential to inform decisions made by policymakers, employers, and job seekers. Additionally, it is vital to develop and maintain an integrated case management system, as appropriate, that informs customer service throughout customers' interaction with the integrated system and allows information collected from customers at intake to be captured once.

Partners further agree that the collection, use, and disclosure of customers' personally identifiable information (PII) is subject to various requirements set forth in Federal and State privacy laws. Partners acknowledge that the execution of this MOU, by itself, does not function to satisfy all of these requirements.

All data, including customer PII, collected, used, and disclosed by partners will be subject to the following:

- ❖ Customer PII will be properly secured in accordance with the Local WDB's policies and procedures regarding the safeguarding of PII.
- ❖ The collection, use, and disclosure of customer education records, and the PII contained therein, as defined under FERPA, shall comply with FERPA and applicable State privacy laws.
- ❖ All confidential data contained in UI wage records must be protected in accordance with the requirements set forth in 20 CFR part 603.
- ❖ All personal information contained in VR records must be protected in accordance with the requirements set forth in 34 CFR 361.38.

- ❖ Customer data may be shared with other programs, for those programs' purposes, within the VA Career Works system only after the informed written consent of the individual has been obtained, where required.
- ❖ Customer data will be kept confidential, consistent with Federal and State privacy laws and regulations.
- ❖ All data exchange activity will be conducted in machine readable format, such as HTML or PDF, for example, and in compliance with Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794 (d)).

All one-stop center and partner staff will be trained in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs, including FERPA-protected education records, confidential information in UI records, and personal information in VR records.

Confidentiality

All parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records, such as but not limited to 20 CFR Part 603, 45 CFR Section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38, as well as any applicable State and local laws and regulations. In addition, in carrying out their respective responsibilities, each Party shall respect the confidentiality policies and legal requirements of all of the other Parties.

Each party will ensure that the collection and use of any information, systems, or records that contain PII and other personal or confidential information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law.

Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential, private, or otherwise protected information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, the appropriate data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals. With respect to confidential unemployment insurance information, any such data sharing must comply with all of the requirements in 20 CFR Part 603, including but not limited to requirements for an agreement consistent with 20 CFR 603.10, payments of costs, and permissible disclosures.

With respect to the use and disclosure of FERPA-protected customer education records and the PII contained therein, any such data sharing agreement must comply with all of the requirements set forth in 20 U.S.C. § 1232g and 34 CFR Part 99.

With respect to the use and disclosure of personal information contained in VR records, any such data sharing agreement must comply with all of the requirements set forth in 34 CFR 361.38.

Accessibility

Accessibility to the Wagner-Peyser services provided by the West Piedmont Workforce Development Board is essential to meeting the requirements and goals of the local service delivery system. Job seekers and businesses must be able to access all information relevant to them via visits to physical locations as well as in virtual spaces, regardless of gender, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law.

Physical Accessibility

One-stop centers that have access to Wagner-Peyser services will maintain a culture of inclusiveness and the physical characteristics of the facility, both indoor and outdoor, will meet the latest standards of accessible design. Services will be available in a convenient, high traffic, and accessible location, taking into account reasonable distance from public transportation and adequate parking (including parking clearly marked for individuals with disabilities). Indoor space will be designed in an "equal and meaningful" manner providing access for individuals with disabilities.

Virtual Accessibility

Wagner-Peyser services may be provided in a virtual manner but must be accessible to the general public in accordance with applicable regulations. This may include accessibility to virtual workshops, one-on-one online appointments with staff, virtual hiring events, and more. The West Piedmont Workforce Development Board will comply with the Plain Writing Act of 2010; the law that requires that federal agencies use "clear Government communication that the public can understand and use" and all information kept virtually will be updated regularly to ensure dissemination of correct information.

Communication Accessibility

Communications access, for purposes of this MOU, means that individuals with sensory disabilities can communicate (and be communicated with) on an equal footing with those who do not have such disabilities. All Parties agree that they will provide accommodations for individuals who have communication challenges, including but not limited to individuals who are deaf and hard of hearing, individuals with vision impairments, and individuals with speech-language impairments.

Programmatic Accessibility

All Parties agree that they will not discriminate in their employment practices or services on the basis of gender, gender identity and/or expression, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law. Partners must assure that they have policies and procedures in place to address these issues, and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. Parties further assure that they are currently in compliance with all applicable state and federal laws and regulations regarding these issues.

All Parties will cooperate with compliance monitoring that is conducted at the local level to ensure that all Wagner-Peyser services and materials are physically and programmatically accessible

and available to all. Additionally, staff members will be trained to provide services to all, regardless of range of abilities, mobility, age, language, learning style, or comprehension or education level. An interpreter will be provided in real time or, if not available, within a reasonable timeframe to any customer with a language barrier. Assistive devices, such as screen-reading software programs (e.g., JAWS and DRAGON) and assistive listening devices must be available to ensure physical and programmatic accessibility within the local service delivery system.

Non-Discrimination and Equal Opportunity

All parties to this MOU certify that they prohibit, and will continue to prohibit, discrimination, and they certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of: (i) political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin; (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or (iii) the physical or mental disability of a qualified individual with a disability.

The Parties specifically agree that they will comply with Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016), the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Non-traditional Employment for Women Act of 1991, titles VI and VII of the Civil Rights of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1967, as amended, title IX of the Education Amendments of 1972, as amended, and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 37 and 38.

Responsibilities of the Parties

All Parties to this MOU recognize the partnership consists of various levels of government, not-for-profit, and for-profit entities. Each Party to this agreement shall be responsible for injury to persons or damage to property resulting from negligence on the part of itself, its employees, its agents, or its officers. No Party assumes any responsibility for any other party, State or non-State, for the consequences of any act or omission of any third party. The Parties acknowledge the Virginia Employment Commission, West Piedmont Workforce Development Board and/or affiliates, and the one-stop operator have no responsibility and/or liability for any actions of the one-stop center employees, agents, and/or assignees. Likewise, the Parties have no responsibility and/or liability for any actions of the LWDB or the one-stop operator. Nothing herein will be construed as a waiver of the sovereign immunity of the Commonwealth of Virginia.

Severability

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU shall remain in force.

Drug and Alcohol-free Workplace

All Parties to this MOU certify they will comply with the Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR part 182 which require that all organizations receiving grants from any Federal agency maintain a drug-free workplace. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment under 2 CFR part 180, as

adopted by the U.S. Department of Education at 2 CFR 3485, and the U.S. Department of Labor regulations at 29 CFR part 94.

Certification Regarding Lobbying

All Parties shall comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352), 29 C.F.R. Part 93, and 34 CFR part 82, as well as the requirements in the Uniform Guidance at 2 CFR 200.450. The parties shall not lobby federal entities using federal funds and will disclose lobbying activities as required by law and regulations.

Debarment and Suspension

All Parties shall comply with the debarment and suspension requirements (E.O. 12549 and 12689) and 2 CFR part 180 and as adopted by the U.S. Department of Labor at 29 CFR part 2998 and by the U.S. Department of Education at 2 CFR 3485.

Priority of Service

All Parties certify that they will adhere to all statutes, regulations, policies, and plans regarding priority of service, including, but not limited to, priority of service for veterans and their eligible spouses, and priority of service for the WIOA Title I Adult program, as required by 38 U.S.C. sec. 4215 and its implementing regulations and guidance, and WIOA sec. 134(c)(3)(E) and its implementing regulations and guidance. Parties will target recruitment of special populations that receive a focus for services under WIOA, such as individuals with disabilities, low-income individuals, basic skills deficient youth, and English language learners.

Buy American Provision

Each Party that receives funds made available under title I or II of WIOA or under the Wagner-Peyser Act (29 U.S.C. Section 49, et. seq.) certifies that it will comply with Sections 8301 through 8303 of title 41 of the United States Code (commonly known as the "Buy American Act.") and as referenced in WIOA Section 502 and 20 CFR 683.200(f).

Salary Compensation and Bonus Limitations

Each Party certifies that, when operating grants funded by the U.S. Department of Labor, it complies with TEGL 05-06, Implementing the Salary and Bonus Limitations in Public Law 109-234, and Public Laws 114-113 (Division H, title I, Section 105) and 114-223, and WIOA section 194(15)(A), restricting the use of federal grant funds for compensation and bonuses of an individual, whether charged to either direct or indirect, at a rate in excess of the Federal Office of Personnel Management Executive Level II.

Non-Assignment

Except as otherwise indicated herein, no Party may, during the term of this MOU or any renewals or extensions of this MOU, assign or subcontract all or any part of the MOU without prior written consent of all other Parties.

Governing Law

This MOU will be construed, interpreted, and enforced according to the laws of the Commonwealth of Virginia. All Parties shall comply with all applicable Federal and State

laws and regulations, and Local laws to the extent that they are not in conflict with State or Federal requirements.

Modification Process

1. *Notification of Parties*

When a Party wishes to modify the Wagner-Peyser services outlined in this MOU, the Party must first provide written notification to all signatories of the existing MOU and outline the proposed modification(s).

2. *Discussion/Negotiation*

Upon notification, the LWDB Chair (or designee) must ensure that discussions and negotiations related to the proposed Wagner-Peyser service provision modification take place with partners in a timely manner and as appropriate.

Depending upon the type of Wagner-Peyser service provision modification, this can be accomplished through email communications of all the parties. If the proposed modification is extensive and is met with opposition, the LWDB Chair (or designee) may need to call a meeting of the parties to resolve the issue. Upon agreement of all parties, a modification will be processed.

If the modification involves substitution of a party (for example contracting the Wagner-Peyser service provision to another LWDA) that will not impact any of the terms of the agreement, it can be accomplished by the original party and the new party entering into an MOU that includes the LWDB, wherein the new party assumes all of the rights and obligations of the original party. Upon execution, the LWDB Chair (or designee) presents the agreement as a proposed modification to the MOU, and the remaining steps are followed.

If determined that a partner is unwilling to agree to the MOU modification, the MOU must follow the termination procedures.

3. *Signatures*

The LWDB Chair (or designee) must immediately circulate the MOU modification and secure partner signatures. The modified MOU will be considered fully executed once all signatories have reviewed and signed.

The modification may be signed in counterparts, meaning each signatory can sign a separate document as long as the LWDB Chair (or designee) acquires signatures of each party and provides a complete copy of the modification with each party's signature to all the other Parties.

Effective Period

This MOU is entered into on June 1, 2020. This MOU will become effective as of the date of signing by the final signatory below and must terminate no later than December 31, 2020, unless any of the reasons in the Termination section apply.

Termination

This MOU will remain in effect until the end date specified in the Effective Period section, unless:

- ❖ All Parties mutually agree to terminate this MOU prior to the end date.
- ❖ Federal oversight agencies charged with the administration of WIOA are unable to appropriate funds or if funds are not otherwise made available for continued performance for any fiscal period of this MOU succeeding the first fiscal period. Any Party unable to perform pursuant to MOU due to lack of funding shall notify the other Parties as soon as the Party has knowledge that funds may be unavailable for the continuation of activities under this MOU.
- ❖ WIOA is repealed or superseded by subsequent federal law.
- ❖ Local area designation is changed under WIOA.
- ❖ A Party breaches any provision of this MOU and such breach is not cured within thirty (30) days after receiving written notice from the Virginia Employment Commission or the LWDB Chair (or designee) specifying such breach in reasonable detail. In such event, the non-breaching Party(s) shall have the right to terminate this MOU by giving written notice thereof to the Party in breach, upon which termination will go into effect immediately.

In the event of termination, the Parties to the MOU must convene within thirty (30) days¹ after the breach of the MOU to discuss the formation of the successor MOU. At that time, allocated costs must be addressed.

Any Party may request to terminate its inclusion in this MOU by following the modification process identified in the Modification Process section above.

All Parties agree that this MOU and Reimbursement Terms and Agreement shall be reviewed by September 30, 2020 to ensure appropriate funding and delivery of Wagner-Peyser services.

REIMBURSEMENT TERMS AND AGREEMENT

The purpose of this section is to establish a financial plan, including terms and conditions, to fund the Wagner-Peyser service provision and associated costs for the West Piedmont Workforce Development Board. The Parties to this MOU agree that Wagner-Peyser funding is a necessary foundation for job service delivery system for both employers and employees. The goal of the Reimbursement Terms and Agreement is to develop the overarching parameters in establishing a funding mechanism that:

All expenses will be reimbursed by the Virginia Employment Commission for each center according to the allocation chart in Attachment A. The allocation methodology in Attachment A utilizes both a baseline strategic cost alignment and a Wagner-Peyser performance data extracted formula derived from the Virginia Workforce Connection. The total value of the sub-award statewide is \$3,800,000. One-third of these funds were allocated equally across each LWDA on a monthly basis. This amount equals \$13,333.33 per center (\$200,000 divided by 15 LWDA's). Two thirds of these funds were based on staff provided Wagner-Peyser services logged into the VWC for the period of April 1, 2019 – March 31, 2020. The percentage of these service provisions were then calculated by percentage for each LWDA and the remaining monthly allotment of \$400,000 (two thirds) was allocated by proportionate percentages.

In order to receive reimbursement of expenditures, the Virginia Employment Commission requires either a monthly or quarterly expense reimbursement invoice and supporting documentation. The invoice and supporting documentation must be based on actual costs incurred for the delivery of Wagner-Peyser services in the LWDA. The West Piedmont Workforce Development Board is expected to be transparent and provide detailed reconciliation data to support the Wagner-Peyser expenditures. An example of adequate supporting documentation may be timecards for all staff providing Wagner-Peyser services containing a particular activity code that represents the provision of Wagner-Peyser services or a general ledger trail balance reflecting similar information. If there are indirect costs related to the Wagner-Peyser service provision, these items must be substantiated as well. Please note that all expenditure reimbursements will be fully reviewed prior to submitting to the Division of Finance for payment. The Virginia Employment Commission will act in good faith and seek to establish reimbursements that are reasonable and fair, consistent with the Wagner-Peyser authorizing laws and regulations and the Uniform Guidance.

Please forward all request for expenditure reimbursements and invoices to the following email addresses: accounts.payable@vec.virginia.gov, pete.sacken@vec.virginia.gov, and john.carpenter@vec.virginia.gov.

Attachment A Wagner-Peyser LWDA Allocation Methodology Chart June 1, 2020 – December 31, 2020

Wagner-Peyser LWDA Allocation Methodology Chart - June 1, 2020 - December 31, 2020									
LWDA Number	LWDA Description	W/P Service Count	Percent of Total Services	Monthly baseline allotment	June 2020 Partial Allocation	Monthly Allocation	Total Allocation	Total Allocation	Total Allocation
			(%)	(3/18/20)	(6/18/20)	(6/18/20)	(6/18/20)	(6/18/20)	(6/18/20)
Area 1	Southwest Virginia	3275	3.18%	\$ 13,333.33	\$ 6,215.80	\$ 12,431.61	\$ 12,431.61	\$ 12,431.61	\$ 12,431.61
Area 2	New River Mt. Rogers	9228	7.82%	\$ 13,333.33	\$ 14,068.51	\$ 28,137.02	\$ 28,137.02	\$ 28,137.02	\$ 28,137.02
Area 3	Virginia Career Works Etus Fridge	7287	7.04%	\$ 13,333.33	\$ 13,715.24	\$ 27,430.47	\$ 27,430.47	\$ 27,430.47	\$ 27,430.47
Area 4	Shenandoah Valley	7055	6.65%	\$ 13,333.33	\$ 3,075.93	\$ 6,151.86	\$ 6,151.86	\$ 6,151.86	\$ 6,151.86
Area 5	Piedmont Workforce Network	1552	1.5%	\$ 13,333.33	\$ 5,274.25	\$ 10,548.50	\$ 10,548.50	\$ 10,548.50	\$ 10,548.50
Area 6	Region 2000 Central Virginia	2728	2.64%	\$ 13,333.33	\$ 3,242.27	\$ 6,484.54	\$ 6,484.54	\$ 6,484.54	\$ 6,484.54
Area 7	South Central	1577	1.52%	\$ 13,333.33	\$ 6,525.14	\$ 13,050.29	\$ 13,050.29	\$ 13,050.29	\$ 13,050.29
Area 8	Capital Region Workforce Partnership	3375	3.26%	\$ 13,333.33	\$ 2,242.72	\$ 4,485.43	\$ 4,485.43	\$ 4,485.43	\$ 4,485.43
Area 9	Northern Virginia	1502	1.45%	\$ 13,333.33	\$ 14,029.11	\$ 28,058.22	\$ 28,058.22	\$ 28,058.22	\$ 28,058.22
Area 10	Alexandria Arlington	1150	1.02%	\$ 13,333.33	\$ 15,724.15	\$ 31,448.29	\$ 31,448.29	\$ 31,448.29	\$ 31,448.29
Area 11	Bay Consortium	7305	7.05%	\$ 13,333.33	\$ 13,567.91	\$ 27,135.82	\$ 27,135.82	\$ 27,135.82	\$ 27,135.82
Area 12	Greater Peninsula	9133	7.86%	\$ 13,333.33	\$ 29,521.72	\$ 59,043.43	\$ 59,043.43	\$ 59,043.43	\$ 59,043.43
Area 13	Chesapeake	10228	9.98%	\$ 13,333.33	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Area 14	Chesapeake	14578	14.09%	\$ 13,333.33	\$ 3,774,000.00	\$ 3,774,000.00	\$ 3,774,000.00	\$ 3,774,000.00	\$ 3,774,000.00
Area 15	Hampton Roads	15269	14.76%	\$ 13,333.33	\$ 3,600,000.00	\$ 3,600,000.00	\$ 3,600,000.00	\$ 3,600,000.00	\$ 3,600,000.00
Area 16	West Piedmont	10346	10.00%	\$ 200,000.00	\$ (26,000.00)	\$ (26,000.00)	\$ (26,000.00)	\$ (26,000.00)	\$ (26,000.00)
TOTAL									

- (1) Period of performance: 4/1/2019-3/31/2020
- (2) The number of staff supported services recorded in the VCW less "employer-viewed resume" category because that is not a staff supported service
- (3) Staff provided services (W/P service count) by individual area divided by total services rendered for the period of performance
- (4) Monthly baseline allotment allocates 1/3 of budget equally to each W/P while 2/3 of the budget is based on VCW performance data
- (5) Percent of total services rendered multiplied by a monthly total of \$100,000 in Title III funds for the partial month of June 2020
- (6) Percent of total services rendered multiplied by a monthly total of \$600,000 in Title III funds for July 1, 2020 - December 31, 2020
- (7) The total maximum amount of the subaward that each Area will have the opportunity for expenditure reimbursement for the period of June 2020 - December 31, 2020

Prepared by: John Carpenter 05/23/2020 9:04a.m

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

Wagner-Peyser LWDA Allocation Methodology Chart - June 1, 2020 - December 31, 2020

LWDA Number	LWDA Description	WP Service Count (1)	Percent of Total Services (2)	Monthly baseline allotment (3)	June 2020 Partial Allocation (4)	Monthly Allocation (5)	Total Allocation (6)
Area 1	Southwest Virginia	3215	3.11%	\$ 13,333.33	\$ 6,215.80	\$ 12,431.61	\$ 160,805.44
Area 2	New River Mt. Rogers	18228	17.62%	\$ 13,333.33	\$ 35,241.58	\$ 70,483.15	\$ 538,140.48
Area 3	Virginia Career Works Blue Ridge	7287	7.04%	\$ 13,333.33	\$ 14,088.51	\$ 28,177.02	\$ 263,150.63
Area 4	Shenandoah Valley	7096	6.86%	\$ 13,333.33	\$ 13,719.24	\$ 27,438.47	\$ 258,350.06
Area 6	Piedmont Workforce Network	1562	1.51%	\$ 13,333.33	\$ 3,019.93	\$ 6,039.87	\$ 119,259.13
Area 7	Region 2000 Central Virginia	2728	2.64%	\$ 13,333.33	\$ 5,274.25	\$ 10,548.50	\$ 148,565.24
Area 8	South Central	1677	1.62%	\$ 13,333.33	\$ 3,242.27	\$ 6,484.54	\$ 122,149.53
Area 9	Capital Region Workforce Partnership	3375	3.26%	\$ 13,333.33	\$ 6,525.14	\$ 13,050.29	\$ 164,826.87
Area 11	Northern Virginia	1502	1.45%	\$ 13,333.33	\$ 2,903.93	\$ 5,807.86	\$ 117,751.10
Area 12	Alexandria Arlington	1160	1.12%	\$ 13,333.33	\$ 2,242.72	\$ 4,485.43	\$ 109,155.31
Area 13	Bay Consortium	7308	7.06%	\$ 13,333.33	\$ 14,129.11	\$ 28,258.22	\$ 263,678.44
Area 14	Greater Peninsula	8133	7.86%	\$ 13,333.33	\$ 15,724.15	\$ 31,448.29	\$ 284,413.90
Area 15	Crater Area	10328	9.98%	\$ 13,333.33	\$ 19,967.91	\$ 39,935.81	\$ 339,582.78
Area 16	Hampton Roads	14578	14.09%	\$ 13,333.33	\$ 28,184.75	\$ 56,369.51	\$ 446,401.79
Area 17	West Piedmont	15269	14.76%	\$ 13,333.33	\$ 29,520.72	\$ 59,041.43	\$ 463,769.31
	TOTAL:	103446	100.00%	\$ 200,000.00	\$ 200,000.00	\$ 400,000.00	\$ 3,800,000.00

- (1) Period of performance: 4/1/2019-3/31/2020
 The number of staff supported services recorded in the VCW less "employer viewed resume" category because that is not a staff supported service
 Target: \$629,000/mth - 6 months \$ 3,774,000.00
 Allocation: \$600,000/mth - 6 months \$ 3,600,000.00
 Total including June '20 partial month \$ 3,800,000.00
 Budget variance: \$ (26,000.00)
- (2) Staff provided services (WP service count) by individual Area divided by total services rendered for the period of performance
- (3) Monthly baseline allotment allocates 1/3 of budget equally to each WIB while 2/3 if the budget is based on VCW performance data
- (4) Percent of total services rendered multiplied by a monthly total of \$200,000 in Title III funds for the partial month of June 2020
- (5) Percent of total services rendered multiplied by a monthly total of \$600,000 in Title III funds for July 1, 2020 - December 31, 2020
- (6) The total maximum amount of the subaward that each Area will have the opportunity for expenditure reimbursement for the period of June 2020 - December 31, 2020

Prepared by: John Carpenter 05222020 9:04a.m.

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover

Authority and Signature

One completed, signed, and dated Authority and Signature page is required for each signatory official.

By signing my name below, I, Tyler Freeland, certify that I have read the information contained in this Memorandum of Understanding between the Virginia Employment Commission and the West Piedmont Workforce Development Board. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and in agreement with:

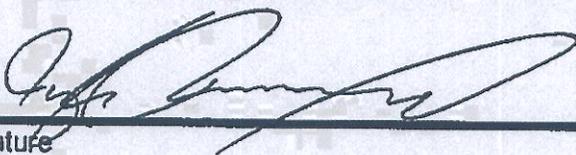
- ❖ This MOU and Reimbursement Terms and Agreement beginning June 1, 2020 through December 31, 2020.

By signing this document, I also certify that I have the legal authority to bind my agency (outlined below) to the terms of:

- ❖ This MOU and Reimbursement Terms and Agreement beginning June 1, 2020 through December 31, 2020.

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either:

- a) December 31, 2020 or
- b) Upon modified termination, whichever occurs earlier.


Signature

6/8/20
Date

Tyler Freeland CEO
Print Name and Title

West Piedmont Workforce Development Board
Agency Name

Authority and Signature

One completed, signed, and dated Authority and Signature page is required for each signatory official.

By signing my name below, I, Ellen Marie Hess, certify that I have read the information contained in this Memorandum of Understanding between the Virginia Employment Commission and the West Piedmont Workforce Development Board. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and in agreement with:

- ❖ This MOU and Reimbursement Terms and Agreement beginning June 1, 2020 through December 31, 2020.

By signing this document, I also certify that I have the legal authority to bind my agency (outlined below) to the terms of:

- ❖ This MOU and Reimbursement Terms and Agreement beginning June 1, 2020 through December 31, 2020.

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either:

- c) December 31, 2020 or
- d) Upon modified termination, whichever occurs earlier.

Ellen Marie Hess
Signature

06/10/2020
Date

Ellen Marie Hess, Commissioner
Print Name and Title

Virginia Employment Commission
Agency Name

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

VEC Wagner-Peyser Grant
July 1, 2020-Dec 31, 2020

<u>Description</u>	<u>Budget</u>
Salaries-Grant Administrator Tyler 15%	5,625.00
Salaries-Finance Director Lavinia 15%	4,151.00
Salaries-Outreach Specialist Jael 15%	2,400.00
Salaries-Project Director Robbin 15%	4,275.00
Salaries-Business Services-Robbie 45%	12,712.50
Salaries-Grant Manager	22,500.00
Salaries-Program Director 1 Kim 50%	12,500.00
Salaries Program Director 2 Natalie 15%	4,612.50
Salaries-Case Mgr 1	16,250.00
Salaries-Case Mgr 2	16,250.00
Salaries-Case Mgr 3	16,250.00
Salaries-Case Mgr 4	16,250.00
Salaries-Case Mgr 5	16,250.00
Salaries-Case Mgr 6	16,250.00
Salaries-Case Mgr 7	16,250.00
Salaries-Case Mgr 8	16,250.00
Salaries-Case Mgr 9	16,250.00
Total Salaries	215,026.00
Benefits 35%-Grant Administrator Tyler	1,968.75
Benefits 35%-Finance Director Lavinia	1,452.75
Benefits 35%-Outreach Specialist Jael	840.00
Benefits 35%-Project Director Robbin	1,496.25
Benefits 35%-Business Services-Robbie	4,449.38
Benefit 35%-Grant Manager	7,875.00
Benefits 35%-Program Director 1 Kim	4,375.00
Benefits 35%-Program Director 2 Natalie	1,614.38
Benefits 35% -Case Mgr 1	5,687.50
Benefits 35% -Case Mgr 2	5,687.50
Benefits 35% -Case Mgr 3	5,687.50
Benefits 35% -Case Mgr 4	5,687.50
Benefits 35% -Case Mgr 5	5,687.50
Benefits 35% -Case Mgr 6	5,687.50
Benefits 35% -Case Mgr 7	5,687.50
Benefits 35% -Case Mgr 8	5,687.50
Benefits 35% -Case Mgr 9	5,687.50
Total Fringes	75,259.00
Computers (10 Laptops)-WIB	7,000.00
Postage-Ross	100.00
Office Supplies-WIB	3,000.00
Office Equipment-WIB	10,000.00
Phone (10 Cell Phones \$45/mo)-WIB	2,700.00
Phone (2 Cell Phones \$62/mo)-Ross	800.00
Staff Travel-Ross	3,000.00
Staff Travel-WIB	1,500.00
Occupancy 10 Spaces- Mart Center	27,500.00
Outreach-Ross	500.00
Subawards-Adm Fees 15% of Sal/Fringe	37,637.16
	-
Other	79,747.15
	-
Total Request	<u>463,769.31</u>
7/15/20-12/31/20	463,769.31

Attachment: FY21 Budget Adjustment Proposals (2103 : FY21 Budget Adjustments and Carryover Requests)

2021 Public Hearing Breakdown
Carryovers

Unassigned Fund Balance (Includes Carryovers)		
Acct Number	Sheriff:	
100-4-031200-5882	Project Lifesaver	839.12
100-4-031200-6045	K-9 Program	396.93
100-4-031200-60452	K-9-Iron Dog Event	4,333.40
100-4-031200-6002	DARE Program	8,357.47
100-4-031200/033100	Carryover for Cars	230,000.00
	Fire & Rescue:	
100-4-032200-5670	Hurricane Michael Funds	7,904.78
100-4-091200-8109	Hazard Mitigation Grant-Local Match	8,614.00
100-4-032200-5663	Block Payments	10,000.00
100-4-032200-5540	Training	5,000.00
100-4-032200-6009	Vehicle Supplies	10,000.00
100-4-032200-6052	Medical Equipment & Supplies	10,000.00
100-4-091200-9104	Capital Reserve Fund	29,421.76
310-4-094135-810215	Fire & Rescue Capital Reserve	29,421.76
	CSA:	
100-4-053500-5883	Real Life Program Donation	417.74
	Animal Control:	
100-4-035100-5883	Animal Control Donations	580.98
	Total Carryovers	355,287.94

Attachment: Carryover Request (2103 : FY21 Budget Adjustments and Carryover Requests)



PITTSYLVANIA COUNTY SCHOOLS

P. O. Box 232, 39 Bank Street, SE, Chatham, VA 24531

Dr. Mark R. Jones
Division Superintendent

July 15, 2020

Bob Warren, Chairman
Pittsylvania County Board of Supervisors
P.O. Box 426
Chatham, VA 24531

Mr. Warren,

I am writing on behalf of the Pittsylvania County School Board to request that operating savings of \$1,599,926.76, from the early school closure during FY 2020, be carried over to FY 2021. These funds will be necessary to assist with expenditures related to opening school under the Governor's phases and CDC guidelines. These expenditures will include, but not be limited to, additional PPE for staff and students, clinical/medical supplies, cleaning and sanitation supplies, additional staff as well as additional hours for existing staff, etc. We are still developing our opening plans with several different scenarios that will each bring their own challenges as well as additional expense to the division. We also have an additional \$2,184,727.00 in carryover funds for FY 2020. A spreadsheet is attached that details each program or project with the source of funding included. The On-going Contracted Maintenance Projects includes security enhancements for Central Office, ECC and Maintenance (card swipes for outside doors, new front doors, cameras and permanent intercom system), sidewalk repair at four school locations, air conditioning in the Robotics classroom at PCTC, alarm system at Brosville Elementary, paving at 5 school locations, relocating zone lights at Chatham Middle School, replace broken windows at Gretna and Twin Springs Elementary schools and seal outside gym walls at Dan River and Gretna High schools. Therefore, the School Board is asking for your approval of \$3,784,653.76 in carryover funds for FY 2020. Please amend and appropriate our FY 2021 budget by this amount.

You will also find attached a final budget breakdown by categories. Please approve the categorical changes as presented based on actual FY 2020 expenditures. Thank you in advance for your consideration and approval of this request.

Sincerely,

Dr. Mark R. Jones
Division Superintendent

Attachment: Letter from Dr. Jones (2103 : FY21 Budget Adjustments and Carryover Requests)

Pittsylvania County Schools
Revenue, Expenditure and Fund Balance Report
for Fiscal Year Ending June 30, 2020

Revenue	Budget	Actual	Balance
Sales Tax Receipts	\$10,360,125.00	\$10,482,220.16	-\$122,095.16
State Funds	\$52,407,089.84	\$51,993,469.65	\$413,620.19
Federal Funds	\$8,496,399.72	\$9,004,163.38	-\$507,763.66
Local Funds	\$18,986,709.00	\$18,986,709.00	\$0.00
Other Funds	\$4,373,653.79	\$4,149,224.16	\$224,429.63
Totals	\$94,623,977.35	\$94,615,786.35	\$8,191.00
Expenditures			
Instruction	\$67,115,152.88	\$64,451,609.61	\$2,663,543.27
General Support	\$4,049,715.84	\$4,049,715.84	\$0.00
Pupil Transportation Services	\$7,310,994.14	\$7,255,257.65	\$55,736.49
Operation & Maintenance Services	\$9,811,284.54	\$8,737,719.54	\$1,073,565.00
Non-Instructional Operations	\$3,801,505.20	\$3,801,505.20	\$0.00
Facilities	\$0.00	\$0.00	\$0.00
Technology	\$2,535,324.75	\$2,535,324.75	\$0.00
Totals	\$94,623,977.35	\$90,831,132.59	\$3,792,844.76
Total Revenues	\$94,615,786.35		
Less: Total Expenditures	\$90,831,132.59		
Ending Fund (Cash) Balance	\$3,784,653.76		
Less: Designated Carry-Over Funds:			
Community Foundation Grant	\$4,700.00	<i>(local grant funds)</i>	
Project Graduation	\$27,807.95	<i>(state grant funds)</i>	
PBIS Grant	\$9,681.84	<i>(state grant funds)</i>	
PBIS/VTSS Grant	\$24,534.48	<i>(state grant funds)</i>	
Electric Buses	\$33,522.00	<i>(state funds)</i>	
PCTC Grant - PCS Share	\$66,392.50	<i>(local funds)</i>	
United Way Grant - Book Buddies	\$5,556.99	<i>(local grant funds)</i>	
Danville Regional Foundation Grant - Stem Academy	\$24,017.57	<i>(local grant funds)</i>	
Virginia Preschool Program	\$148,663.91	<i>(state funds)</i>	
PALS Tutors	\$50,441.58	<i>(state funds)</i>	
Textbooks	\$715,843.18	<i>(state/local funds)</i>	
Drainfield & Wastewater Expansion - KES	\$225,000.00	<i>(state funds)</i>	
Chiller - TMS	\$190,000.00	<i>(state funds)</i>	
Roof - Stony Mill Elementary School	\$343,998.00	<i>(state funds)</i>	
On-going Contracted Maintenance Projects	\$314,567.00	<i>(state funds)</i>	
COVID-19 Expenditures FY 21	<u>\$1,599,926.76</u>	<i>(state funds)</i>	
	<u>\$3,784,653.76</u>		
Non-Designated Fund (Cash) Balance	<u><u>\$0.00</u></u>		

*(Paving, Security,
other misc maint ite.

Attachment: Letter from Dr. Jones (2103 : FY21 Budget Adjustments and Carryover Requests)



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	FY21 Capital Appropriations		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.c
Attachment(s):	Capital Improvements Financial Assistance For EMS Grant 2020 Revised Quote - Gretna Fire Rescue - 2020 Ford F-550 4x4 - 07-06-2020 Volunteer CIP MOU		
Reviewed By:			

SUMMARY:

As aware, the County Administrator has placed all FY21 General Fund capital expenses “on hold” pending clarity around COVID19 financial impacts. It has been both formally and informally requested that a Gretna Rescue Squad appropriation (\$90,000) be released to complete its purchase of a \$268,827 ambulance. Currently, staff knows of no other critical or imminent capital fund use needs.

The Board has previously expressed desire to utilize funding agreements for the future distribution of capital funds for volunteer agency apparatus purchase. The purpose of the agreement is largely to ensure that the County has pro-rata ownership of the vehicle, the right of first refusal if the apparatus is ever sold, and to pre-negotiate an end of life purchase price. County Attorney Vaden Hunt has drafted an agreement suitable for the Gretna request and all requests going forward (MOU attached).

RECOMMENDATION:

Staff recommends that the County Administrator’s current capital purchase “freeze” continue as is; however, it is recommended that the Finance Committee allow Gretna Rescue Squad’s \$90,000 appropriation be released upon execution of the appropriate Memorandum of Agreement.

MOTION:

“I make a Motion that the Finance Committee recommend release of \$90,000 in capital funds to the Gretna Rescue Squad upon execution of the presented Memorandum of Understanding.”

CAPITAL IMPROVEMENT BUDGET - FY2021

ACCOUNT NUMBER	DESCRIPTION	BUDGET
310-4-094100-812100	IT SERVER/NETWORK UPGRADE	10,000.00
		=====
	TOTAL COMPUTER - CAPITAL OUTLAY	10,000.00
		=====
310-4-094130-815800	BUILDING & GROUNDS IMP	70,000.00
		=====
	TOTAL B & G - CAPITAL OUTLAY	70,000.00
		=====
310-4-094135-810200	MEDICAL EQUIPMENT	10,000.00
310-4-094135-810211	SCBA CYLINDER REPLACEMENT	15,000.00
310-4-094135-810212	PERSONAL PROTECTIVE EQUIPMENT	13,000.00
310-4-094135-810510	FIRE ENGINE-VOLUNTEER	280,000.00
310-4-094135-810511	AMBULANCE-VOLUNTEER	180,000.00
		=====
	TOTAL FIRE & RESCUE - CAPITAL OUTLAY	498,000.00
		=====
310-4-094150-818620	COMMUNITY BASED CORRECTION P	100,000.00
310-4-094150-819175	VOTING EQUIPMENT	8,500.00
310-4-094150-819190	GRETNA LIBRARY RENOVATIONS	121,200.00
		=====
	TOTAL COMMUNITY - CAPITAL OUTLAY	229,700.00
		=====
310-4-094175-810200	RECREATION EQUIPMENT	15,000.00
310-4-094175-819188	SCHOOL PARKS IMPROVEMENTS	15,000.00
310-4-094175-819189	WAYSIDE PARK IMPROVEMENTS	78,000.00
		=====
	TOTAL RECREATION-CAPITAL OUTLAY	108,000.00
		=====
		=====
	TOTAL CAPITAL OUTLAY	915,700.00

Attachment: Capital Improvements (2104 : FY21 Capital Appropriations)



COMMONWEALTH of VIRGINIA

Department of Health

PO BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

July 01, 2020

Alan Casper
Gretna Rescue Squad
Po Box 14
Gretna, VA 24557

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

Memorandum of Agreement: Must be submitted by September 1, 2020.

Instructions for Grant Reimbursement: All items must be submitted in order to process your reimbursement.

Equipment Status/Final Report Form: This form must be submitted sixty (60) days after the grant cycle deadline.

If your agency has had special conditions placed on your grant award, any and all conditions must be met in order to receive reimbursement. Items awarded may be available by state contract, www.eva.virginia.gov, OEMS recommends your agency purchase under state contract if applicable.

Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

All items awarded funding must be ordered from the vendor by **September 1, 2020** invoices for all items awarded funding must be submitted to OEMS by **December 31, 2020**. You must contact OEMS prior to the September 1, 2020 deadline if your agency has encountered difficulties in meeting these deadlines.

If you have any questions, please contact Luke Parker, OEMS Grant Program Manager at (804) 888-9106, luke.parker@vdh.virginia.gov or Linwood P. Pulling, Grant Specialist at (804) 888-9105, Linwood.Pulling@vdh.virginia.gov or 1-800-523-6019 for additional grant information.

Congratulations,

Gary R. Brown, Director

**Office of Emergency Medical Services
Consolidated Grant Program
AWARD PAGE**

July 1, 2020 - June 30, 2021 Grant Period

Agency Name: Gretna Rescue Squad

Grant Number: PI-C11/06-20

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded
F550 Road Rescue Ultramedic	FUNDED	1	50 / 50	\$96,500.00
Conditions:				
1-Vehicle must be available for service 24 hours a day, 7 days a week.				
13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health."				
32-Agency must complete all vehicle information in the "manage vehicles" section of the VPHIB system, including all data elements within the vehicle information, station, purchase information, and vehicle status sections. If this vehicle is replacing another vehicle, the vehicle being replaced must be marked as "inactive" in the VPHIB system.				
35-All ambulances must be compliant with Virginia Emergency Medical Services Regulations 12VAC5-31-810, Ground ambulance specifications.				
Total:				\$96,500.00

Attachment: Financial Assistance For EMS Grant 2020 (2104 : FY21 Capital Appropriations)



Road Rescue®

REV GROUP

Gretna Fire Rescue
 Alan Casper
 122 East Gretna Road
 Gretna, VA 24557
 434-656-2621
 434-656-8006
 hokiefireman@gmail.com

Atlantic Emergency Solutions
 Steven Meador
 845 3rd Street
 Vinton, VA 24179
 540-343-3323
 540-343-8077
 smeador@atlanticemergency.com

Exp. Date: 08/05/2020
Quote No: 10111-0009
 07/06/2020 19:39:13

PART NO	S	DESCRIPTION	QTY	ID
	S	== Road Rescue Boilerplate - 1.041 02/26/20 ==	1	RRI
00-01-0999		Information - Scope, Purpose and Classification	1	RRI
		WARRANTY	1	RRI
00-02-8100		Warranty - Documentation	1	RRI
00-02-8200		Warranty - Module Structural	1	RRI
00-02-8300		Warranty - Electrical, Standard System	1	RRI
00-02-8400		Warranty - Paint	1	RRI
00-02-8500		Warranty - Conversion	1	RRI
		== Ford, F-Series, 189" WB - 168" Bodies - 1.013 12/22/16 ==	1	RRI
		01- CHASSIS REQUIREMENTS	1	RRI
01-01-2611	<	2020 Ford F550 XLT 4X4, , 193"W/B, 18,000 GVWR (Special Order) 2020-3	1	RRI
		193" wheelbase.		
		Autothrottle OEM Ford		
		Alternator OEM Ford		
		Mirrors, OEM, Heated/Remote		
		Cab Seats OEM Captains Chairs (no armrests)		
		New for 2020- Sync 3		
		-Enhanced voice recognition communication and entertainment system		
		- 8" LCD Capacitive Touchscreen in center stack w/swipe Capability		
		- Pinch to Zoom capability		
		-AppLink		
		- 911 assist		
		- Apple carPlay and Andriod Auto		
		- Smart-charging USB-C Ports (2)		
01-02-0100		Domestic Chassis	1	RRI
		CHASSIS OPTIONS	1	RRI
01-03-1001		Alternator - Standard OEM	1	RRI
01-07-0120		Front Suspension - Ford F-Series (4x4)	1	RRI
01-07-1000		Sway Bar, Front - OEM	1	RRI
01-07-8006	<	Rear Suspension - Liquid Spring- 2017+ F550	1	RRI
		Per KKK, the rear suspension shall only lower the module when the vehicle is in park and the parking brake is set.		
01-07-9020	<	Dump - Circuit, Dump W/ enable switch in cab.	1	RRI
		State Location: Cab console		

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PART NO	S	DESCRIPTION	QTY	ID
		(PC System) Enable switch to override auto dump with rear door open. Only to reset when switch is deactivated.		
		(Multiplex Electrical) To reset by pressing dump switch again if Ignition has not cycled, if battery disconnect has timed out then it will default 'On' with ignition.		
01-17-4900	<	Block Heater - With OEM Plug (STANDARD)	1	RRI
		This option does not include a switch. (STANDARD).		
		CAB EXTERIOR OPTIONS	1	RRI
01-20-0100		Mirrors - OEM Standard	1	RRI
		CAB INTERIOR OPTIONS	1	RRI
01-21-3500		Cab Insulation - Thinsulate in Cab Ceiling (STANDARD)	1	RRI
		TIRES / WHEELS	1	RRI
01-23-4100	>	Spare Tire Bracket - Delete	1	RRI
01-24-2003		SS Wheel Simulators - Phoenix w/ Lug Nut covers, F-Series	1	RRI
		== Type 1 - UM 168" Module, F-Series - 1.013 12/22/16 ==	1	RRI
00-00-0247	<	***** OUTSIDE GRAPHICS- 24/7 *****	1	RRI
		HAVE PICTURES TAKEN PRIOR TO THE UNIT ENTERING THE FINAL LINE FOR GRAPHICS		
00-05-0100	<	This unit built in accordance with KKK-A1822-F CN 10 This unit as specified meets all requirements of KKK-A1822-F Change notice 10.	1	RRI
		All cabinets shall be labeled as to their capacity Rating.		
02-01-7003	S < >	Ulramedic - 168"L x 96"W Type 1 Module 20-1	1	RRI
		Ulramedic - 168"L x 96"W Type I. Aisle width to be 46". The interior headroom shall be 72".		
02-01-9500		Interior Headroom - 72"	1	RRI
02-01-9622	>	Standard Aisle Width = 46"	1	RRI
02-02-1000		Materials, Type I & Type III	1	RRI
		03 - MODULE EXTERIOR	1	RRI
03-02-0200		Module Undercoating (STANDARD)	1	RRI
		EXTERIOR MODULE CONSTRUCTION	1	RRI
03-03-1400	>	Module Roof Radius, 3 Inch High (STANDARD)	1	RRI
03-03-1500	>	Extreme Bonding Tape (STANDARD)	1	RRI
03-03-1600	>	Sub-floor Gusset Supports (STANDARD)	1	RRI
03-03-1700	>	One Piece Side Body Panels (STANDARD)	1	RRI
03-03-1800	>	Reinforce Rear Header (STANDARD)	1	RRI
03-03-1900	>	Single Sheet Module Roof Sheet (STANDARD)	1	RRI
03-03-2010	< >	Drop Curbside Forward Body Skirt - 5", Add Double Step, Light Duty Chassis	1	RRI
		Drop Curbside Forward Body Skirt, Add Double Step ahead of the Curbside Wheelwell - Drop curbside forward body skirt a total of 5 Inches lower than the rearward skirt and Incorporate a Double Step in the Side Entry Step well.		
		Increase the depth of stepwell inboard as far as sub structure permits. Side surfaces to be Diamond Plate. Both steps to be fabricated of NFPA Diamond Plate and installed so that the step surface is midway between the step well floor surface and the module floor (Ulramedic, Promedic only)		
		The bottom step will be closed out.		

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PART NO	S	DESCRIPTION	QTY	ID
03-03-2110	>	Drop Streetside Forward Body Skirt - 5", Light Duty Chassis	1	RRI
03-03-8005		Fuel Fill - Standard Pocket -Square	1	RRI
03-03-8401		DEF Fill - Standard Pocket, For Ford F series	1	RRI
MODULE ENTRANCE				
03-05-0100	>	Module Access - Standard	1	RRI
03-06-0100	<	Entry Doors - Hidden Hinge, Seal on Door ,W/Fail Safe Latching,STD	1	RRI
This includes the Fail Safe Latching mechanisms on all three entrance doors.				
03-06-0700		Door Restraints - Rear, Polished Cast Aluminum, Pin & Slot Style	1	RRI
03-06-0800	<	Door Restraints - Side, Heavy Duty Gas Spring Hold Opens	1	RRI
Curbside Door Restraint - Heavy Duty gas spring hold opens.				
Attached by 1/4" x 20 SS Machine Screws with 1/4" x 20 Nut Inserts into Corner Gusset in Door Side entrance door to open to 90+ degrees. (STANDARD)				
03-06-1480	<	Entry Door Handles, Trimark Chrome/Black, (Interiors relocated to top of door)	1	RRI
Relocate the Standard Interior Side and Rear Entrance Door Paddle Handles and Lock Boxes to the TOP of the doors.				
03-06-1500		Door Panel, Inner - Stainless Steel (STANDARD)	1	RRI
03-06-2200		Magnetic Entry Door Switches (STANDARD)	1	RRI
03-06-4010	>	Lock Boxes, White Diamond Grade (STANDARD)	1	RRI
03-06-4200		Coil Cords for Electrical Circuits (STANDARD)	1	RRI
03-06-4400		Door Panel Mounting Screws (STANDARD)	1	RRI
03-06-6065	< >	Power Door Locks - Module Entry Doors,W/Hidden Switch	1	RRI
Install power door locks in side and rear entrance doors. Includes two (2) lock/unlock switches, one (1) at side door and one (1) at rear door. Also includes one (1) hidden switch in rear license frame for unlock function only. System will be tied to OEM chassis power locks so that both systems operate as one. Does not include wireless remote.				
03-06-6105	< >	Intermotive CAN module for 2017+ Ford F-series	1	RRI
Allows the stealth switch to function when the ECM is in sleep mode.				
03-06-9997		Safety Walk Grip on Exterior Door Paddle Latches.	1	RRI
SIDE DOOR STEP				
03-08-2020	<	(2) Step Well, Side Entry - Increased Depth, Diamond Plate Upper and Lower steps	1	RRI
The bottom step will be closed out.				
03-08-3010		Stepwell Light - LED, Whelen OS Mini, Clear (STANDARD)	1	RRI
WINDOWS				
03-09-0030		Module Window Requirements	1	RRI
03-09-1130		Window - Side Entry Door, 18X18, Slider - Limo Tint	1	RRI
03-09-1230		Window - Rear Entry Doors, 18X24, Fixed - Limo Tint	1	RRI
MODULE TO CHASSIS MOUNTING SYSTEM				
03-10-5000		Module to chassis mounting system-Light Duty Type 1 (10)	1	RRI
03-11-6000		Connecting Bellows, Type I	1	RRI
REAR BUMPER AND REAR STEP CONSTRUCTION				
03-12-1800		Rear Bumper - Recessed 9" Pocket, Flip-up	1	RRI
03-12-3020	< >	Bumper Pods, CPI Cast Aluminum w/RR Logo. (UM & PM)	1	RRI
Cast Products Bumper Pods, High Polish Finish. Mounted on the outboard rear step bumper frame members. The CPI cast aluminum pod shall include a RR Logo embossed in the cast pattern on the step tread.				

PART NO	S	DESCRIPTION	QTY	ID
03-12-5010		Dock Bumpers - Black Rubber,Rear 2.5"H x 16"W	1	RRR
03-12-5600	<	Tow Eyes - Rear Chrome with 6" x 6"x 6" Deep Box	1	RRR
		Mounted to Steel Reinforcement Plate bolted to the OEM Chassis Frame Rails. Tow Eyes to be Recessed In Rear Kick Panel in cast aluminum box's that are 6" x 6" x 6" deep. (Ultramedic, Promedic Only)		
INSULATION			1	RRR
03-13-2220	< >	Whisper Quiet - Sound Dampening/Thermal Insulation Package (UM & PM)	1	RRR
		Whisper Quiet - Sound Dampening/Thermal Insulation Package. (ULTRAMEDIC AND PROMEDIC)		
		Spray foam underbody insulation prior to undercoat application, full subfloor coverage where applicable. Includes curbside step well area.		
ELECTROLYSIS PREVENTION			1	RRR
03-14-4000	<	Electrolysis Prevention, Fluid Film (STANDARD)	1	RRR
		Fluid Film is used at Every Point Where the Mounting Process has the Propensity to Break Paint (STANDARD)		
COMBINATION RUB RAIL AND FENDER RING			1	RRR
03-15-2000	<	Crash Rail and Fender Ring (STANDARD)	1	RRR
		Extruded Black Rubber Crash Rail and Fender Ring - The lower body Rub Rail/Crash Rail and Fender Ring to be Black extruded rubber. The rubber rail will be snap-on mount with no fasteners. The extrusion that the rubber rail fastens to will be secured to the body with aluminum rivets for ease of replacement. The lower body crash rail and the transition to the Fender Ring will have Polished Aluminum end caps. The extrusion to accept multiple color inserts. (STANDARD)		
03-15-5112		Red Scotchlite	1	RRR
SPLASH GUARDS AND RUNNING BOARDS			1	RRR
03-16-1800	<	Mud Flaps - Rear, Black w/ RR Logo (Standard)	1	RRR
		Heavy Duty Rubber Mud Flaps w/ RR Logo		
		Heavy Duty Rubber Mud Flaps to be bolted to the wheel liner behind the rear duals with with 1/4" x 20 Stainless Steel bolts, washer and nylon locknut for ease of maintenance and repair (STANDARD)		
03-16-3110		Running Board Inserts - 7" Grip Strut , 2017+ F series Type I	1	RRR
03-17-1000	<	Drip Rails	1	RRR
		Polished Aluminum Drip Rails - Above All Doors, Entry and Compartment (Standard)		
03-18-1000	S <	Wheel Well Liners	1	RRR
		Aluminum Wheelwell Liners - Extending to Bottom of Skirt (Standard)		
CAB TO MODULE ACCESS			1	RRR
03-19-1200	>	Crawl Thru Opening (Cab Height)- Type I	1	RRR
03-19-2100	<	Cab to Module Fluid Dam, (STANDARD)	1	RRR
		Cab to Module Fluid Dam - A formed fluid dam, 4" tall to be installed below the cab to module walk through door to prevent fluids from contaminating the cab. The floor and fluid dam to be fully sealed. (STANDARD)		

PART NO	S	DESCRIPTION	QTY	ID
03-19-2300		Cab to Module, Crawl Through Door, ILOS	1	RRI
		LICENSE PLATE HOLDER	1	RRI
03-20-0550		Rear License Holder Location - Center Recessed in Bumper Pocket	1	RRI
		EXTERIOR COMPARTMENT CONSTRUCTION	1	RRI
04-01-0100		Exterior Compartment Construction, Heavy Duty	1	RRI
04-01-3000	<	Door Sill Protection, Stainless Steel. (STANDARD)	1	RRI
		Door Sill Protection - Install Stainless Steel sill protector on lower edge of all door frames to prevent paint damage. (STANDARD)		
		EXTERIOR COMPARTMENT DOORS	1	RRI
04-02-0100		Compartment Door - Hidden Hinge, Seal on Door (UM)	1	RRI
04-02-0715	< >	Compartment Handles, Exterior - TriMark 2015 Chrome/Black (UM)	1	RRI
		TriMark Two-Point Cast w/Polished Chrome Paddle Handle and Housing, Locking and Non-Locking, with floating cam - Mounted in CNC Cut Opening in Each Compartment Door Skin w/OEM Clamp Assembly. (STANDARD ULTRAMEDIC)		
04-02-0741	< >	Compartment Handle, TriMark 2015 Chrome/Black, Street side, locking	3	RRI
		For single doors or leading doors on the streetside.		
04-02-0746	< >	Compartment Handle, TriMark 2015 Chrome/Black, Street side, Non-Locking	1	RRI
		For compartment #2, trailing door on the streetside.		
04-02-0751	< >	Compartment Handle, TriMark 2015 Chrome/Black, Curbside, locking	2	RRI
		For single doors or leading doors on the curbside.		
04-02-0805	<	Compartment Door Locks - 2015 TriMark	1	RRI
		Compartment Door Handle Manual Locks. - All doors shall incorporate double cut, non-directional tumbler assemblies that are keyed alike (STANDARD)		
04-02-1000		Compartment Door Nader Pin - (STANDARD)	1	RRI
04-02-1200		Compartment Door Lubrication - Door Handles and Latches (STANDARD)	1	RRI
04-02-1300		Compartment Door Reflectors - (STANDARD)	1	RRI
04-02-1500		Magnetic Compartment Door Switches - (STANDARD)	1	RRI
04-02-2010		Compartment Door Panel, Inner - Diamond Plate (STANDARD)	1	RRI
04-02-2300		Compartment Door, Gas Struts - (STANDARD)	1	RRI
04-02-2500		Compartment Door Panel Mounting Screws - (STANDARD)	1	RRI
04-02-5999	>	Power Door Locks - Exterior Compartment(s)	1	RRI
04-02-6010		Exterior Compartment #'s 1, 2, 4, 6 & 8, Only	1	RRI
04-03-0410		Compartment Light Locations - Ultramedic	1	RRI
04-03-1550	<	Door Open Indicators, (STANDARD VMUX)	1	RRI
		Door Open Indicators, - Magnetic Proximity Switches located at the top of the door between the jamb and the door frame will activate a door open indicator on the driver's control panel. The Vista display screen will include a digital layout with door open indicators for each module door and activate the corresponding Interior compartment light. NOTE- OPEN CAB DOOR WILL NOT BE SHOWN ON DISPLAY. (STANDARD)		
04-03-2400	<	Compartment Lights - LED, Flexible Strip,	1	RRI
		All compartments shall be illuminated by Kinequip Flexible LED strip lighting in lieu of		

PART NO	S	DESCRIPTION	QTY	ID
		the standard 4" halogen lights. Two (2) Vertical strips in each exterior compartment installed one (1) on each side of the opening.		
		EXTERIOR COMPARTMENT INTERIOR	1	RRI
04-04-1000	<	Exterior Compartment - Interior Finish, Polyurethane Coated	1	RRI
		Exterior Compartment Interior Scorpion Rubberized Liner Color Choice. Scorpion rubberized polyurethane coating applied to the surfaces of ALL exterior compartment walls and dividers. Does not include slide out battery tray or mounting angles. Battery Tray to be raw aluminum. NOTE: If there is not a slide out battery compartment in the order the #8.5 exterior compartment area will be Scorpion lined.		
04-04-1001		Color = Dark Gray	1	RRI
04-04-2600		Exterior Compartment - Floor Matting "Dri Dek"	1	RRI
04-04-2601		Color = Black	1	RRI
04-05-0001	<	Exterior Compartment Shelving and Unistrut - Standard	1	RRI
		All exterior shelving Unistrut shall be welded to the walls prior to any compartment wall finish. Where specified, exterior adjustable shelves shall be box pan formed of a minimum .125 inch Aluminum Diamond Plate and corners shall be welded. Shelves shall be infinitely adjustable, and securely mounted to heavy gauge aluminum Unistrut track. (Standard)		
04-05-1000	<	Compartment Shelving - Diamond Plate (STANDARD)	1	RRI
		Diamond Plate Exterior Compartment Shelving. (STANDARD)		
		EXTERIOR - COMPARTMENT #1	1	RRI
04-06-0010	<	Electrical Storage - Compartment #1	1	RRI
		#1 Compartment Electrical Storage - Recessed into the bulkhead side of compartment #1 shall be an enclosed area for the installation of miscellaneous electrical components. The aluminum cover for this area to be installed with 'J' molding The "J" molding to be full length of panel on bottom and inboard side. Outboard side of panel to be secured with mechanical fasteners. (STANDARD)		
04-06-0020		Compartment #1 - Full Height, Standard Configuration (UM)	1	RRI
04-06-1510	<	Shelf, Adjustable - First shelf, Compartment #1	1	RRI
		Adjustable removable shelf for #1 exterior compartment. Wall #1 to wall #3.		
04-06-1700	>	Delete Divider, Fixed - Compartment #1	1	RRI
		EXTERIOR - COMPARTMENT #2	1	RRI
04-07-0600	<	Compartment #2 - Standard Configuration, (UM)	1	RRI
		#2 Compartment to be directly behind the #1 compartment and below the interior action area shelf on the street side of the module. Includes (1) adjustable shelf on Unistrut track. (STANDARD Ultramedic)		
04-07-2610	<	Shelf Adjustable - Compartment #2	1	RRI
		Standard (Ultramedic).		
		EXTERIOR - COMPARTMENT #4	1	RRI
04-09-3120	S < >	Compartment #4 - Reduced Height, for S/S Counter	1	RRI
		SR #2020289F		

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PART NO	S	DESCRIPTION	QTY	ID
		Reduced Height #4 Compartment for Center Left #4 cabinet and counter top to extend from CPR seat to rear of module.		
		Compartment to be the same height as the #2 compartment. Does not include an adjustable shelf.		
		This option will provide space for a Center Left #4 cabinet with sliding Plexiglas doors and (1) adjustable shelf.		
		Note: See proposal drawings.		
04-09-4985	< >	Equipment Strap - (1),Seat Belt Style, Metal Buckle	1	RRI
		One (1) equipment restraint strap with quick release buckle		
		Location: Wall #1 to wall #3 - mid height. (wall #1 near wall #2 to wall #3 near wall #2.)		
EXTERIOR - COMPARTMENT #6			1	RRI
04-11-0600		Compartment #6 - Standard Configuration (UM)	1	RRI
04-11-07SR	X <	Gas Strut for #6 Compartment Door	1	
		SR #2020289F		
		Reference: SR #2018944F		
		Reference: (SO.STRUT.3R6197)		
		Reference: SR #2016897F		
		Install 120 degree gas strut in the #6 compartment.		
04-11-4510	<	Shelf Adjustable - Compartment #6	1	RRI
		Locate forward of the fixed divider. See exact location on proposal drawings.		
04-11-4520	< >	Shelf Adjustable - (1) Additional, Compartment #6	1	RRI
		Locate forward of the fixed divider. See exact location on proposal drawings.		
04-11-4560	< >	Divider, Fixed - Compartment #6 (UM)	1	RRI
		The divider will be placed so that there is room for a stair chair in the forward section of the compartment.		
		Stair Chair - Ferno 59T EZ Glide Power Track.		
04-11-460S	X <	Backboard Safety Bar	1	
		SR #2020289F		
		Reference: SR #2018944F		
		Reference: (SO.COMP6.3R4083)		
		At top of compartment #6 for Backboard. Attached with bolts for easy removal.		
		Wall #1 to the divider.		
04-11-4635	< >	Equipment Strap - (1),Seat Belt Style, Metal Buckle- (Specify Location)	2	RRI
		One (1) seatbelt style strap with metal buckle. (Push button)		
		Locations: One (1) in the stair chair area.		

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PART NO	S	DESCRIPTION	QTY	ID
		One (1) mid height for the back boards (aft of divider).		
		EXTERIOR - COMPARTMENT #8	1	RRI
04-14-2900	<	Compartments#8 & 8.5 - Full Height, Combined Configuration	1	RRI
		Note: Only as high as the IS/OS access to "L8" cabinet.		
	<	INTERIOR TRIM AND FEATURES	1	RRI
		New Interior Trim - All cabinet and wall panel aluminum trim to be Gray anodized. (No Black trim to be used). All protective corner trim will be Opaque and will include a matching domed end cap. (STANDARD)		
		INTERIOR ADJUSTABLE SHELVES	1	RRI
		INTERIOR TRIM	1	RRI
05-05-1000		Interior Trim - Standard	1	RRI
		HEADLINER	1	RRI
05-06-1100		Ceiling Medical Device Rail (STANDARD)	1	RRI
05-06-1610		Headliner - PVC, White	1	RRI
05-06-1802		White LED Strip Lights, Ceiling Medical Device Rail. (UM & PM)	1	RRI
05-06-1902		Red/Amber LED Turn/Brake Strip Lights, Ceiling Medical Device Rail. (UM & PM)	1	RRI
		FLOORING	1	RRI
05-07-1000		Aluminum Floor/Wall Cove Molding. (STANDARD)	1	RRI
05-07-1400		Stainless Steel Rear Threshold, 45 Degree Chamfered (STANDARD)	1	RRI
05-07-5000		Loncoin II Flecks Flooring Choice (STANDARD)	1	RRI
05-07-5001		Color - 150 Onyx	1	RRI
05-07-6100		Curbside Stainless Steel Threshold,4" wide,W/Safety Walk Anti-Skid Tape	1	RRI
		HEAD BUMPERS	1	RRI
	<	BACKRESTS	1	RRI
		Back rest mounting strips must be mechanically affixed to the wall		
		Rear Entry Door Grab Bars	1	RRI
05-10-1302	<	Rear Entry Door Grab Bars - "L" Bars, 16" Anti-Microbial, Yellow	1	RRI
		"L" Bars - 16" Anti-Microbial Yellow. 1.25" Diameter stainless steel "L" Bars mounted to each rear door. Approximately 16" wide by 24" high. Yellow Anti-Microbial finish.		
05-10-1402		Side Entry Door Grab Bars - "L" Bar - 19" Anti-Microbial Yellow	1	RRI
05-10-1902		Ceiling Grab Rail - Center 96" Anti-Microbial Yellow	1	RRI
05-10-2102		Ceiling Grab Rail - Streetside72" Anti-Microbial Yellow	1	RRI
05-10-7300	<	Additional 18" Grab Bar - Antimicrobial	1	RRI
		Yellow		
05-10-7304	<	(1) 18" Bar, ANTIMICROBIAL YELLOW (SPECIFY LOCATION)	1	RRI
		45 degree angle on squad bench crash wall / side door step.		
		PLASMA HANGER	1	RRI
05-11-4000		IV Hangers - CPI #IV2008 (STANDARD)	1	RRI
05-11-4002	<	Quantity (2)	1	RRI
		One (1) curbside between the middle and rear dome over the squad bench.		
		One (1) In the center medical device rail between the two rearmost domes.		
		See Drawings.		
		INTERIOR STREETSIDE #1 - LEFT STACK and BULKHEAD	1	RRI

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PART NO	S	DESCRIPTION	QTY	ID
05-12-1610	<	Left Stack - Storage Area #1 - 45 Deg Angled -CN 10 Certified	1	RRI
		A two (2) section vertical cabinet shall be provided behind the attendant seat on the streetside forward corner on a 45 degree bevel that includes the access doors to the cabinet. The lower cabinet door shall be aluminum with plastic laminate and the upper cabinet shall be a hinged Polycarbonate door with full perimeter extruded aluminum frame and integral latching handles.		
05-12-16SR	X <	Modifications to Left Stack, Due to Installation of MK747	1	
		SR #2020289F		
		Reference: SR #2020185F		
		Increase the width of the right stack approximately 1" to accommodate the MK747. Decrease depth of Left Stack by 1" to accommodate the Mermaid MK 747-SS.		
05-12-1810	<	Shelf Adjustable - Left Stack	1	RRI
		C1 cabinet.		
05-12-1855	< >	Upper Bulkhead Cabinet, 17"D with Sliding Polycarbonate Doors- CN 10 certified	1	RRI
		The upper bulkhead cabinet shall have a sliding polycarbonate doors with self latching sliding handles and restocking feature with integral exterior latch installed in addition to the electrical power distribution cabinet. The cabinet will be approximately 17" D. Includes one (1) adjustable shelf.		
		INTERIOR STREETSIDE #2 - ACTION AREA	1	RRI
05-13-0700		Medical Device Rail - Action Area Wall	1	RRI
05-13-1205	S <	Cabinet - UL2 & UL2.5 Comb- Single ANGLED Restocking Cabinet - N10	1	RRI
		SR #2020289F		
		Angled Upper Left #2 to extend from the upper left #3 cabinet depth and extend forward to the upper section of the left front cabinet.		
		The UL2 and UL2.5 cabinets shall share a single door with sliding polycarbonate doors with spring actuated latching handles and have restocking feature with integral exterior spring actuated latch. The interior of the cabinet shall have (1) adjustable shelf. The attendant switch panel and environmental controls shall be built into a separate 6" high section below the restocking door and tilted slightly down for ease of accessibility to the attendant.		
05-13-2200	>	Countertop - Forward Action Area and Rear Monitor Area.	1	RRI
05-13-2203		Avonite Black Ice, K3-7100	1	RRI
		INTERIOR STREETSIDE #3 - CPR SEAT	1	RRI
05-14-05SR	X <	Streetside - CPR Seat, Widened to Approximately 50"	1	
		SR #2020289F		
		Reference: (10169882)		
		The CPR seat shall include a flip up seat equipped with two gas strut hold open devices and positive latch for securing the lid when closed. The CPR seat shall include a 2.5" foam seat and backrest, the upper and lower sections will be padded on both sides for added protection.		

PART NO	S	DESCRIPTION	QTY	ID
		See proposal drawings and 05-14-10SR below.		
05-14-09SR	X <	Latch, CPR Seat Lid Hold Down, Stainless ILOS	1	
		SR #2020289F		
		5.14.9.1		
		One (1) for CPR seat.		
05-14-10SR	X <	Custom Streetside Lower Left and CPR Seat Belts for (1) Person.	1	
		SR #2020289F		
		Reference: (10156587)		
		Reference: SO.SSSB.R343012		
		Reference: SR #2016791F Line 91		
		Approximately 50" wide x 15" high in CPR seat area and 20.50" HIGH on rear section x 20.50" deep.		
		* Install CPR seat lid to be hinged with pneumatic hold open. Lid is to open approximately 80 degrees.		
		* Install a 1" hip pad cushion to the front of the lower left.		
		* INSTALL STAINLESS STEEL OVERLAY UP THE STREETSIDE WALL FROM TOP OF THE BENCH UP PAST THE SEAT BELT AREA AND ACROSS THE TOP OF THE SQUAD BENCH FROM THE HINGE OF THE BENCH LID TO THE STREETSIDE WALL PANEL.		
		* The interior of the storage area is to be DARK GRAY SCORPION ZBG.		
		* There will be rearward counter top area		
		The interior of the CPR seat storage area shall be completely box pan formed aluminum and painted using the DARK GRAY SCORPION ZBG process that was used for the exterior compartments. This will create a seamless interior for added infection control purposes. The lid shall extend 2-1/2 inches over the face of the lower left and the corners shall be ANGLED, 1.50" outboard x 3" in length.		
05-14-12SR	X <	Cabinet - Upper Left U3, 12"H x 50"W x 7.50" Deep.	1	
		SR #2020289F		
		Reference: (SO.UL3.3R6148)		
		Reference: SR #2016791F Line 93 - UPDATED TO CN10		
		Custom Upper left #3 Cabinet with Restocking Sliding Polycarbonate Doors, One (1) Fixed Divider and an Adjustable Shelf on Each Side of the Fixed Divider.		
		Cabinet shall be approximately 12"H x 7.50" D x 54"W. Sweep out bottom design.		
		NOTE: The wire harnesses will be routed over the top of this cabinet. THE CLOSE OUTS FOR THE WIRE HARNESSSES ARE TO BE ANGLED UP AT A 45 DEGREE ANGLE. THIS IS TO ACCOMMODATE THE MOUNTING OF 2.50"W X 30"L. BOTTOM EDGE LITE LIGHT RAIL.		
05-14-255S	X <	Stainless Steel Backing Plates for 4 Point Seatbelts	1	
		SR #2020289F		
		Reference: SR #2018944F		
		Add stainless steel backing plates behind each seatbelt bolt assembly.		

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PART NO	S	DESCRIPTION	QTY	ID
		One (1) at CPR seat & one (1) at Squad Bench		
		Reference Salisbury 1R6097-99		
05-14-2560	<	Seat Belt, CPR Seat - 4 Point-(Per4Max) Black, Change Notice 8- Compliant	1	RRI
		Mounted Above Lid.		
05-14-3901	X <	"U" Barrier Bar, Padded, 6 7/8 x 7 1/2, 1.5 inch SS, CPR Seat, Ash Gray	1	
		Mounted at the front of the CPR side seat vertically in line with the Padded head cushion on the "U2" cabinets.		
		INTERIOR STREETSIDE #4 - REAR AREA	1	RRI
05-15-1020	S <	Cabinet - Upper Left U4, Custom Configuration- CN 10 Certified	1	RRI
		SR #2020289F		
		Reference: (SO.UL4.3R6148)		
		Reference: SR #2016791F line 95		
		Custom Angled Upper left U4 cabinet with sliding polycarbonate doors with spring loaded latching handles, restocking feature with spring loaded exterior integral latch and (1) adjustable shelf..		
		Exhaust vent in rear section. To be approximately. 12" high x 7.50" deep in the forward section and extend out near rear door opening. THE CLOSE OUTS FOR THE WIRE HARNESSSES ARE TO BE ANGLED UP AT A 45 DEGREE ANGLE. THIS IS TO ACCOMMODATE THE MOUNTING OF 2.50"W X 30"L. BOTTOM EDGE LITE LIGHT RAIL.		
05-15-45SR	X <	Custom, Angled C4 Restocking Cabinet.	1	
		SR #2020289F		
		Reference: SR #20161143F Line 1		
		C4 to have sliding polycarbonate doors with spring loaded latching handles, restocking feature with spring loaded exterior integral latch and one (1) adjustable shelf, 18" high x 7.50" deep in the forward section and extend out near rear door opening. Cabinet Shelf depth to be 6". The return on the rear portion of the shelf has to be bent downward to achieve this (see reference pictures on server).		
		SEE DRAWINGS - There shall be a 19.5" space from the bottom of this cabinet to the counter top for space for a monitor.		
05-15-48SR	X <	Equipment Strap - (1) Seat Belt Style, Metal Buckle	2	
		SR #2020289F		
		Two (2) seat belt style straps with four (4) footman loops that will be installed at the street side rear counter area.		
		Installed day of delivery.		
		INTERIOR CABINETS- SQUAD BENCH AREA	1	RRI
05-16-01SR	X <	Custom Curbside Squad Bench with Seat Belts for (2) People.	1	
		SR #2020289F		

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PART NO	S	DESCRIPTION	QTY	ID
		Reference: (10128666) Reference: (SO.CSSB.R343012) Reference: SR #2016791F Line 105		
		* Bench height to match HCMC specifications. measuring approximately 72" wide 15" high x 20.5" deep, - A squad bench shall be provided on the curbside with seating for two people. Includes a two piece hinged lid for internal storage and will have pneumatic lifting supports on each side. Lids are to open approximately 80 degrees. - Install Stainless Steel overlay up the curbside wall from top of the bench up past the seat belt area and across the top of the squad bench from the hinge of the bench lid to the curbside wall panel. interior of the squad bench shall be completely box pan formed aluminum and painted using the DARK GRAY SCORPION ZBG process that was used for the exterior compartments. Lids to have a 2.5" over hang See part number 05-20-SR01 FOR BACKREST CUSHION. THE FORWARD LEFT LID/SEAT CUSHION TO BE ANGLED ILO RADIUS, 1.5" outboard x 3" in length. THE REARWARD LEFT LID/SEAT CUSHION TO BE RADIUS, 1.5". THE FORWARD RIGHT LID/SEAT CUSHION TO BE RADIUS, 1.5". THE REARWARD LEFT LID/SEAT CUSHION TO BE ANGLED ILO RADIUS, 1.5" outboard x 3" in length.		
05-16-06SR	X <	Latch, Squad Bench Lid Hold Down, Stainless ILOS SR #2020289F 5.14.9.1 Two (2) for Squad Bench.	2	
05-16-1021	<	Seat Belts, Squad Bench - Two 4-Point belts (Per4Max) Black- Change Notice 8- Above the Lid Mounted. ***NOTE*** See option 05-20-5300.	1	RRI
05-16-1323	X	Storage, Resessed (2) O2 Brackets - Open, Head of Squad Bench	1	
05-16-9901	<	Impact Wall - Head of Squad Bench No vertical Rail No vertical grab rail. Cushion to be mechanically fastened to the impact wall utilizing christmas trees to minimize the potential of movement.	1	RRI
		INTERIOR - BIOHAZARD	1	RRI
05-17-1000	>	DELETE - Standard Squad Bench "A" Bar Grab Bar	1	RRI
05-17-2000	>	Glove Butler(s)	1	RRI
05-17-2120	< >	Glove Butler (4) Total - Over Curbside Entry, Drop Down Door	1	RRI
		Four (4) Glove Butler II glove boxes installed above the side module entrance door with drop down door and one (1) locking latch. Door to be Kydex Thermoplastic or multi-spec and bottom hinged to tip out for restocking. Access holes to be cut in door for glove removal.		
05-17-2310	S < >	Glove Butler (4) Total - Lower Left Below C4 Cabinet, Recessed in drop down Four (4) Glove Butler II glove boxes recessed in lower left with drop down door for restocking. Access door to be stainless steel with a locking latch. Access holes to be	1	RRI

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PART NO	S	DESCRIPTION	QTY	ID
		cut in door for glove removal.		
		Below the C4 cabinet at the street side rear wall.		
05-17-3000	< >	Drawer - Waste and Sharps, Slide-out, Head of Squad Bench, 14" Slides	1	RRI
		The squad bench shall include a slide out combination Waste/Sharps storage drawer at head of squad bench, Supplied with a 5 quart Sharps container and an 8 quart Waste container. Face of slide out drawer to be stainless steel and will include a locking latch.		
		Must use M1 latches for CN 10 certification		
05-17-3900	< >	Drawer - 14" Waste and Sharps,Slide-out, Forward of CPR Seat	1	RRI
		The Lower left cabinet shall include a pull out drawer Forward of the CPR Seat. This will include a slide out combination Waste/Sharps storage drawer. Supplied with a 5 quart Sharps container and an 8 quart Waste container. Face of slide out drawer to be stainless steel and will include a locking latch. NOTE: Depth of drawer to 12" to allow 12" slides to give full access to the sharps and waste containers.		
		Must use M1 latches for CN 10 certification		
		INTERIOR CURBSIDE - RIGHT STACK STORAGE #8	1	RRI
05-18-0600		Right Stack - Upper Heater-A/C Unit, Standard Configuration (UM & PM)	1	RRI
05-18-0800		Right Stack - Hidden Air Intake (STANDARD)	1	RRI
05-18-1126	< >	Right Stack-"N2" Style, 2 OHO Polycarbonate, 2 Alum, 1 Drawer, 22" Deep -CN 10	1	RRI
		Right Stack ALS, with Locking Middle Drug Drawer. 22"deep for applications with STANDARD or NO CAB RECESS. A 6 Inch high locking drug drawer with gas strut assist shall be installed in the middle portion of the right stack. The drawer shall have 22" slides. The remainder of the right stack shall be split into two (2) sections. The lower section shall have framed Gen II OHO polycarbonate double doors with spring loaded latching handles with interior and exterior access. The upper section shall have aluminum double doors with interior access only. Both sections shall have one (1) shelf in each.		
		Must use M1 latches on Aluminum doors for CN 10 certification.		
		Note: The interior walls of "L8" cabinet to be lined with flooring material and the floor of this section shall incorporate an angled stainless steel threshold designed to facilitate removal of equipment from the floor of the cabinet without catching on the lower frame edge.		
05-18-24SR	X <	Modifications to Right Stack, Due to Installation of MK747	1	
		SR #2020289F		
		Reference: SR #2020185F		
		Increase the width of the right stack approximately 1" to accommodate the MK747. Decrease depth of Left Stack by 1" to accommodate the Mermaid MK 747-SS.		
		ATTENDANT SEAT	1	RRI
05-19-5900		Attendant Seat - EVS Vac Form, 3-Point Belt W/ Child Seat, Swivel Base	1	RRI
05-19-5901		Color - Ash	1	RRI
		INTERIOR COLORS	1	RRI
05-20-5205		Thermoplastic, anti-microbial, Standard Interior Finish	1	RRI

PART NO	S	DESCRIPTION	QTY	ID
05-20-5210	<	Thermoplastic, anti-microbial, Sterile Linen, cabinet finish	1	RRI
		Part Number #KD18800		
05-20-5300	<	Upper Band Vinyl Color - Cabinets and Stitched Cushions	1	RRI
		Upper Band Vinyl Color Choice for cabinets and stitched cushions.		
		****NOTICE****		
		BACKREST AT CURBSIDE WALL TO BE FULL WIDTH.		
05-20-5328		Color - Ash Gray	1	RRI
05-20-5500		Lower Band Vinyl Color - Vacuum Formed Cushions	1	RRI
05-20-5502		Color - Ash Gray	1	RRI
05-20-55SR	X <	All Bench Lid Cushions Foam Shall be 2-1/2" Thick, 18".W x 41".L.	1	
		SR #2020289F		
		Reference: (10128682)		
		Reference: SO.LIDS.R343012		
		Reference: SR# 2016791F line 121		
		SEAT AND BACKREST CUSHIONS MUST BE HIGH DENSITY FOAM. USE SAME FOAM AS USED IN VAC FORMED CUSHIONS ON ALL SEAT POSITIONS.		
		* The lids are to extend over the squad bench bases by a maximum of 2.5".		
		* ANGLED exposed outer corners ANGLED, 1.5" outboard x 3" in length. Squad bench inside corners to have 1.5" radius.		
		* Each lift up lid is to have a stainless steel recessed paddle latch.		
		* BACKREST STRUCTURE FOR THE STREETSIDE CPR SEAT TO ACCOMMODATE (1) RECESSED 4-POINT SEAT BELT HARNESSES AND CURBSIDE BENCHES ARE TO ACCOMMODATE (2) RECESSED 4-POINT SEAT BELT HARNESSES AND DOES NOT NEED REMOVABLE COVERS.		
		* BACKREST CUSHIONS WILL BE MOUNTED ON RISERS. RISERS TO BE APPROXIMATELY 4" DEEP. SEAT BELT SHOULDER HARNESSES WILL PASS BEHIND THE BACK REST CUSHION IN THE SPACES BETWEEN THE RISERS.		
		HEAD BUMPER CUSHION WILL BE A TWO PIECE CUSHION ON AN APPROXIMATE 4" DEEP RISER.		
		HEAD BUMPER AND BACK REST CUSHION WILL UTILIZE 3.5" FOAM.		
		CUSHION FACES SHOULD EXTEND A MINIMUM OF 0.5" PAST THE FACE OF THE UPPER CABINET.		
05-20-9000		Acrylic Glass Color Choice	1	RRI
05-20-9001		Color - Clear	1	RRI
		MISC. INTERIOR OPTIONS	1	RRI
05-21-20SR	X <	Inventory Control - Chrome Eyelets	5	
		SR #2020289F		
		Reference: SR #20181151F		
		Add inventory control seals to the following cabinets. Chrome Eyelets.		
		U2, U3, C4, U4, and Upper Bulkhead. Five (5) cabinets total.		

PART NO	S	DESCRIPTION	QTY	ID
05-21-25SR	X <	Round 900 Series Simplex Lock - 5 Button Programmable Combination	1	
		SR #2020289F		
		Reference: SR #20181151F		
		Round 900 series Simplex Lock - 5 Button Programmable Combination - Installed on the U8 door.		
		Locate on U8 door near latch.		
		See drawings.		
05-21-5000		Squad Bench & Lower Left, 4 Inch Brushed Stainless Kickpanels (STANDARD)	1	RRI
05-21-8400		Cabinet Latch - Southco 2" Round, Stainless Non-Locking- CN 10 -Rated at 10lbs	1	RRI
05-21-8400	<	Cabinet Latch - Southco 2" Round, Stainless Non-Locking- CN 10 -Rated at 10lbs	1	RRI
		One (1) on L1 door		
		Two (2) on U 2.75		
		Two (2) On U3		
		Two (2) on U4.75		
		One (1) on Glove box over CS door		
		Two (2) on U7,5		
		Two (2) on U7		
		One (1) on Tip out waste at head of squad bench		
		Two (2) on U-8 door		
		One (1) on Glove box at street side rear lower left wall		
06-01-0100		General Wiring - General Harness Standard	1	RRI
		COMMUNICATION	1	RRI
06-06-1000	<	Camera - Exterior Back-Up, Over Rear Doors for Multi-plex	1	RRI
		Install one (1) Audiovox, ASA Voyager VCCS-155 color camera. Exterior mounted and connected to vehicle's main video display (VMUX panel).		
06-06-1600		Two Way Radio Routing Path Cab to Module. (STANDARD)	1	RRI
06-06-1700	<	Two Way Radio Prewire, 12VDC Power and Ground (STANDARD)	1	RRI
		The vehicle shall be equipped with #8 gauge Red power and Black ground wiring will be labeled appropriately for future installation by a radio technician. The Black ground wire to be connected to a main ground point, the Red power wire to be left unconnected near a direct to battery connection point inside the power distribution cabinet. Both wires to route to the lower section of the Left Stack/Radio Cabinet and be of sufficient length to allow routing to the Cab Console as an alternate radio installation location. Wires to be labeled at both ends.		
06-06-3002	< >	Antenna UHF/VHF - (2) Bases and Cables	1	RRI
		#1 Antenna base location: Module Roof Coax termination: Action Area switch panel		
		#2 Antenna base location: Module Roof Coax termination: Front Console		
06-06-6600	S <	Radio Power - (2) Power Post (1) Ground Post. EACH.	2	RRI
		There will be two (2) 8 gauge power cables, one (1) direct to battery and one (1) "On" with ignition and one (1) ground cable wired to two (2) power posts and one (1) ground post.		

PART NO	S	DESCRIPTION	QTY	ID
		Make the final connection at the power distribution area and at each stud in the locations listed below. Label studs accordingly.		
		One (1) behind radio access panel under U2 cabinet		
		One (1) under rear portion of front console.		
		RADIO AND CLOCKS		
06-07-6000		Clock - Digital DDS 12/24 Hour 2.5" LED, Over Rear Doors	1	RRI
		07 - ELECTRICAL 12 VOLT DC		
07-01-0010	<	Crct Pwr Accs.,Ign/Shrline,1-20 amp 12VDC to 2 locs,W/O,PD9130 chrgr	1	RRI
		One (1) 10 amp lead shall be coiled up behind the A./A panel for future use.		
		One (1) 10 amp lead shall be coiled up behind the drivers seat in the cab, for future use.		
		Note: This code will be used when an additional battery charger has already been installed, the PD9130 will not be used with this option.		
07-02-1000		Voltmeter - Standard	1	RRI
07-02-1100		Alarm,Low Voltage,With Buzzer and Indicator,in cab console	1	RRI
07-03-2000		Ammeter - for multiplex system	1	RRI
		BATTERY SYSTEM		
07-04-5305		Ignition Battery Shut off Timer, 5 minute, (Standard)	1	RRI
07-05-040S	X <	Batteries - Type I UM/PM, Ford or Dodge Ram (2) OEM Total	1	
		SR #2020289F		
		Reference: SR #2018944F		
		Delete one (1) battery.		
		System will use the two (2) OEM batteries under the hood.		
07-07-0500		Module Disconnect - Multiplex System,	1	RRI
07-08-0100		Battery Ground	1	RRI
07-09-6000		Battery Charger - Prewire only, 12V. (STANDARD)	1	RRI
07-10-1500	<	Power Outlets 12V, (2) Power Point Style, Direct to Battery	1	RRI
		One (1) in action area.		
		One (1) in L8 above shelf.		
07-10-5301	<	(1) Additional 12V Outlet, Direct to Battery	2	RRI
		One (1) in medical device rail, in action area, down low, next to rear wall.		
		One (1) in medical device rail, in rear telemetry area. down low, at rear.		
07-10-7200	<	Outlet, Dual USB Port, 5VDC, 2.1Amp output, Standard	1	RRI
		Located on the passenger side of the center console, per Electrical Engineering		
		FRONT CONSOLE		
08-01-3105	<	Driver's Switch Panel/Radio Console - VMUX, Custom, CN11	1	RRI
		Black Polyurea Coated		
		Console shall be a minimum of 14" Wide and the length shall be as long as possible from the back wall of the cab to as close to the OEM dash without interfering with the OEM switches.		

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PART NO	S	DESCRIPTION	QTY	ID
		The right front (passenger side) of the center console will need to be reinforced for a future install monitor bracket.		
		There will be armrests on the sides of the console.		
		:::FRONT SECTION::: The top section will be for the VMUX panel. On the front face of the console (facing dash) will be a 110v outlet on the passenger side.		
		:::MIDDLE SECTION::: The Joystick will be in the upper left and to the right will be a blank space, that will be used for future install of FD Radio. Do not cut any holes out in the blank space.		
		Below the joystick will be the siren head which will be shifted as far left as possible. The USB ports will be to the right of the siren head. At the bottom of this section it will be unused (blank space), so that the customer can install any future equipment they need.		
		:::BOTTOM SECTION::: There will be two cup holders (No Handles). Holes to be separated by 3". Cup holders shall have NO drain holes. Below that will be map storage with (2) dividers and at the very bottom will be glove storage. Two boxes of gloves (standing up). The cutouts provided shall be (5.5" x 3.5"). The clear opening is to be a minimum of 5.5" x 3.5" x as deep as possible.		
		*****NOTICE***** THE INSIDE POCKETS OF THE GLOVE BOX AND MAP BOX SHOULD BE BLACK ILO WHITE!!!!!!		
		The console is very similar to 1R6183 which should be used as a reference.		
08-01-33SR	X <	Utilize Metal Nutserts to Fasten All Screws to Console Face Plates	1	
		SR #2020289F Reference: SR #2018944F Reference: (SO.PANEL.1R6215) Reference: SR #2016641F		
		Utilize metal nutserts to fasten all screws to console face plate, action area face plate and squad bench face plate		
08-02-1150		Driver's Control Panel - V-Mux, Touch Screen	1	RRI
08-02-1153	<	Console Mount with bezel and USB charging port.	1	RRI
		Console Mount		
08-02-8000	<	Warning Lights - Cab Ceiling "Open Door", "Emergency Brake"	1	RRI
		There shall be two (2) flashing LED lights in cab ceiling forward of OEM dome light with chrome accent rings. One (1) Amber to flash when the emergency brake is applied and one (1) Red to flash when compartment or module entrance door is open. Included shall be a Black plaque with White lettering that says 'OPEN DOOR' and one that say's 'EMERGENCY BRAKE APPLIED'.		
		ATTENDANT CONTROL PANEL	1	RRI
08-03-1150	<	Attendant's Control Panel V-MUX, Touch Screen, with bezel and USB charging port.	1	RRI
		All dome lights shall default to high position first from screen tab		

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PART NO	S	DESCRIPTION	QTY	ID
08-04-6002	<	Power Distribution - Weldon V-MUX, Video Inputs (UM & PM)	1	RRI
		Weldon V-Mux Multiplex System W/7" LCD VGA Touch Screen on front and rear switch panels with V-Mux Nodes. Includes an O2 Regulator/Transducer Mounted in #1 Compartment. INCLUDES VIDEO INPUTS FOR BACK-UP CAMERA. NOTE: The battery shut-off circuit to remain on for 5 minutes after the ignition has been shut off. Shutting off the ignition will activate a timer that will leave the batteries on for five minutes so that the module dome lights can be left on for patient unloading/vehicle restocking. Clock - Digital, Rear Control Panel, V-Mux display Electrical System 12V - V-MUX Multiplex System. Voltmeter - Standard for V-Mux Alarm, Low Voltage. Console, V-MUX Ammeter - for MULTIPLEX ELECTRIC SYSTEM. V-MUX Module Disconnect - V-Mux Multiplex Electrical System		
08-04-6020		Joystick Control - Weldon V-MUX with quick buttons	1	RRI
		EMERGENCY SYSTEMS - Ford F-Series	1	RRI
		WARNING AUDIBLE - SIREN, SPEAKERS, AIR HORNS	1	RRI
09-03-1010	<	Siren Electronic - Whelen 295SLSA1	1	RRI
		T3 programmed to Power Call Slow/Warble		
09-03-2512	X <	(2) Speakers, Federeal Dynamax ES100, 100W, ILOS	1	
		Speakers for Ali Arc Bumper - Federal Dynamax ES100 (Pair)		
09-05-0200		Backup Alarm (STANDARD)	1	RRI
09-06-0200		Emergency Sequencer/Load Manager (STANDARD)	1	RRI
09-50-1333		Visual Warning Front Upper - (5) "Cool Bar" (2) Front Wall Configuration	1	RRI
		AUXILLARY EMERGENCY LIGHTS	1	RRI
09-70-5100	<	Traffic Pre-Empt - Pre-wire for Customer Supplied / Installed, Front Wall	1	RRI
		Wire shall terminate within the Coolbar. Button on front display - ON/OFF, enabled with Emergency Lights and only in-gear.		
09-80-2500	< >	EEV,M-series Flash Pattern, No External Flasher	1	RRI
		Install two (2) grounding studs near the terminal strips. Connect all of the scan lock wires to one (1) stud and all Sync wires to one (1) stud. ALL WIRES TO BE LABELED LIGHTHEAD SPECIFIC		
09-80-3700	< >	Warning Light Flasher - Whelen ULF44 Flasher	1	RRI
		NOTE: In vehicles where the emergency lights are operating on their own internal flashers and the standard module emergency flasher has been deleted, A ULF44 flasher is required to accommodate the standard option 10-01-5020 (Rear Flashers Wired to Brake Lights). Set to Comet Flash		

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PART NO	S	DESCRIPTION	QTY	ID
09-95-1504	<	Whelen M9 LED, w/Chrome Flange LED - WHITE (Internal Flasher)	2	RRI
		Front Body - Upper Curbside outboard		
		Front Body - Upper Streetside outboard		
		Set lights to Comet Flash 75 L/R		
		Pri Only		
09-95-1504	<	Whelen M9 LED, w/Chrome Flange LED - WHITE (Internal Flasher)	1	RRI
		Front Body - Upper Center = ILOS		
		Set light to Signal Alert I/O		
		Pri Only		
09-95-1505	<	Whelen M9 LED, w/Chrome Flange - RED / Clear Lens (Internal Flasher)	2	RRI
		Front Body - Upper Curbside Inner = IATS		
		Front Body - Upper Streetside Inner = IATS		
		Set lights to Comet Flash 75 L/R		
		Pri Sec		
09-95-1505	<	Whelen M9 LED, w/Chrome Flange - RED / Clear Lens (Internal Flasher)	9	RRI
		Front Body - Upper Curbside Corner = ILOS		
		Front Body - Upper Streetside Corner= ILOS		
		Set lights to Come Alert 150 L/R		
		Pri/Sec		
		Streetside Body - Upper Forward = ILOS		
		Streetside Body - Upper Rear = ILOS		
		Set lights to Pinwheel (Variable)		
		Pri/Sec		
		Curbside Body - Upper Forward = ILOS		
		Curbside Body - Upper Rear = ILOS		
		Set lights to Pinwheel (Variable)		
		Pri/Sec		
		Rear Body - Upper Streetside Corner = ILOS		
		Rear Body - Upper Curbside Corner = ILOS		
		Set these lights to steady burn, these are wired to flasher/brake lights and will work though the ULF44 flasher.		
		Pri/Sec		

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PART NO	S	DESCRIPTION	QTY	ID
09-95-1508	<	Whelen M9 LED, w/Chrome Flange - RED/AMBER Split Clear Lens (Internal Flasher)	2	RRI
		Rear Body - Center Streetside Window = IATS		
		Rear Body - Center Curbside Window = IATS		
		Set lights to Comet Flash 75 L/R Ph.1 and Ph.2		
		(Reds flash together and then ambers flash together)		
		Pri/Sec		
09-95-2407	<	Whelen M7 LED - AMBER , Clear Lens (Internal Flasher)	1	RRI
		Rear Body - Upper Center = ILOS		
		Set light to Signal Alert I/O		
		Pri/Sec		
09-95-2410	<	Whelen M7 LED - RED/WHITE Split Clear Lens (Internal Flasher)	2	RRI
		Centered over rear axle		
		Set lights to Comet Flash 75 L/R		
		Pri/Sec		
09-95-250S	X	LED Series -M6	1	
09-95-25SR	X <	Whelen M6V2R with M6FC	2	
		SR #2020289F		
		Reference: SR #2018944F		
		Reference: SR #20161319F		
		This has a red lens over the warning light.		
		(1) each rear body under brake light		
		Comet Flash 75		
		Red to flash with master warning		
		White set to steady burn and wired to reverse, rear module doors and rear flood.		
		Pri/Sec		
		LED Series - M4	2	
09-95-42SR	X <	Whelen M4D LED, with M4FC - Red/White/Clear Lens (Internal Flasher)	2	
		SR #2020289F		
		Reference: SR #2018944F		
		Reference: SO.M4D.9R5054		
		Front Fender		
		Comet Flash 75 L/R		

Attachment: Revised Quote - Gretna Fire Rescue - 2020 Ford F-550 4x4 - 07-06-2020 (2104 : FY21 Capital Appropriations)

PART NO	S	DESCRIPTION	QTY	ID
		Pri Only		
		ILOS		
09-95-430S	X	LED Series - M2	1	
09-95-43SR	X <	Whelen M2RC LED, with M2FC - Red, Clear Lens ILOS	2	
		SR #2020289F		
		Reference: SR #2018944F		
		Lower street side on grille guard		
		Upper curbside on grille guard		
		X pattern		
		Comet Flash Phase 2		
		Pri Only		
09-95-44SR	X <	Whelen M2C LED, with M2FC - White IATS	2	
		SR #2020289F		
		Reference: SR #2018944F		
		Upper street side on grille guard		
		Lower curbside on grille guard		
		X pattern		
		Comet Flash Phase 1		
		Pri Only		
09-95-9300	S < >	Bracket, Custom Stainless, Mounting Lights to Grille Guard, Each	4	RRI
		SR #2020289F		
		Grille light brackets for the grille guard.		
		EXTERIOR AUTOMOTIVE LIGHTING	1	RRI
10-01-1050		Tail Lights, Brake/Turn - Whelen M6-Series LED,	1	RRI
10-01-1240		Back-up Lights - Whelen M6-Series LED Rear,	1	RRI
10-01-2010		Marker/Clearance Lights, Front - Whelen OS Mini LED, Amber	1	RRI
10-01-2110		Marker/Clearance Lights, Side and Rear - Whelen OS Mini LED, Red/Amber	1	RRI
10-01-3002		Chrome Flange,(1) Whelen M6 (Standard M6)	6	RRI
10-01-5020	<	Outboard Rear Flashers, Wired to OEM Brake Lights (STANDARD)	1	RRI
		Brake portion wired to the low power and the warning to high power. This would eliminate the blinding brake issue.		
10-01-7300	<	Front Turn - Whelen M6-Series LED Amber Arrow w/Flange	1	RRI
		On front under upper outer warning lights.		
		FLOOD AND LOAD SYSTEMS	1	RRI
10-02-1020		Scene Lighting - (4) Whelen M9 Series Super LED	1	RRI
10-02-2040		Rear Load Lights - (2) Whelen M7 Series Super LED, Gradient Scene Light	1	RRI

PART NO	S	DESCRIPTION	QTY	ID
10-02-3010	<	Lighting Operation - Side Scene, Rear Load and Back-Up Lights, Standard	1	RRI
		Rear module load lights and the lower back-up lights will operate when the rear doors are open, the switch on the front panel is activated, or when the vehicle is placed in reverse. With the module power switch "off", both the lower back-up lights and the upper load lights will operate when the vehicle is placed in reverse. The curbside scene lights will operate when the curbside door is opened.		
10-02-3020	< >	Lighting Operation, Feature - Side Scene, Activated in Reverse	1	RRI
		Rear most street side and curbside scene lights shall be activated, in conjunction with the standard rear back-up/load lights, when the vehicle is placed in reverse.		
		Cab Entry - Lighting	1	RRI
		INTERIOR LIGHTING - CEILING	1	RRI
11-01-1215	< >	Dome Light -Road Rescue, 10" Edge illuminated LED, (1) ILOS	4	RRI
		Three (3) Cot lights In Device Rail over the primary cot, and one (1) dome light over the walkway.		
11-01-1420	< >	Dome Lights - (7) Kinequipe 8" Round LED (Ultramedic)	1	RRI
		The interior lighting system shall consist of seven (7) Kinequipe 8" Round LED Dome Lights fixtures in the following configuration:		
		Three (3) Bench lights over the squad bench		
		Three (3) Dome lights Streetside		
		One (1) Dome light Curbside rear		
		The four (4) outside corner lights and one (1) light near the CPR seat area shall be designated module dome lights and be activated when the side or rear module entrance doors are opened or by a three-way circuit allowing these lights to be turned on and off from cab or module. The lights over the primary cot and squad bench shall have switches in the module that will allow independent high/low/off control.		
		The lights shall produce at least 35 foot candles of light over ninety percent of the cot surface area in the high setting.		
11-01-30SR	X <	LED Bottom Edge Lit Light Rail. 2.50" H x 30" L. EACH.	6	
		SR #2020289F		
		Reference: (10226258)		
		Reference: (SO.CABLT.106409)		
		Reference: SR#2016817F		
		Install a LED Edge Lit Light Rail, 2.5" high X 30" L. #KFA-RREL-30-2.5-1		
		Installed on the following wire routing angled section on the upper band cabinets.		
		One (1) over action area and left front area.		
		One (1) on front bulkhead (angled to match other lights)		
		One (1) over the CPR seat.		
		One (1) over the upper left #4 area.		
		Two (2) over the squad bench.		
		EACH.		
11-01-9000		Timer -15 minute- Restocking (STANDARD)	1	RRI

PART NO	S	DESCRIPTION	QTY	ID
SPOTLIGHTS / HANDHELD LIGHTS				
11-02-1998		Delete Standard Handheld Spotlight	1	RRI
ATTENDANT LIGHT				
11-03-1010	<	Attendant Light - 6" x 14" Diffusion Plate Light (Standard)	1	RRI
<p>The cabinet above the light will have a sweep out cover panel over the wiring on the floor of the cabinet if the switch panel is not part of the design of the upper two (2) cabinets.</p>				
SHORELINE INLET				
12-01-5400		Shore Inlet - Kussmaul Super Auto-Eject, 20Amp	1	RRI
12-01-6300		Kussmaul, Eject,Cover,15 or 20A,Red	1	RRI
12-01-8000		(1) Shore Indicator, "ON" Green Indicator Light	1	RRI
12-02-0200	<	Receptacles, Interior - 125V-15A (1) Action Wall, (1) Right Stack	1	RRI
<p>One (1) in medical device rail, in action area. One (1) L8 above shelf.</p>				
12-02-2049	<	Receptacles, Interior - (1) Additional 125V-15A, Aft CPR Seat Counter	1	RRI
<p>One (1) in medical device rail, in action area, aft CPR seat counter.</p>				
12-02-2051	<	Receptacles, Interior - (1) Additional 125V-15A, Upper Right Stack	1	RRI
<p>One (1) U8 above shelf.</p>				
12-02-2100	< >	Receptacles, Interior - (1) Additional 125V-15A, Custom Location (each)	2	RRI
<p>One (1) in medical device rail, in rear telemetry area. down low, next to rear wall. One (1) on the front face of the cab console (facing dash) on the passenger side.</p>				
POWER SUPPLY - 125VAC				
12-03-1000	< >	Inverter Charger - Prewire, Standard	1	RRI
<p>Wiring only for 1200 watt maximum 'UL' listed inverter with internal transfer relay and battery charger. Wiring setup is for installation in bottom section of Left Stack/Radio Cabinet. Includes remote on/off switch in the rear switch panel. (STANDARD)</p>				
ENVIROMENTAL CLIMATE CONTROL SYSTEM				
13-01-1200		HVAC - Central Air Flow Discharge (UM & PM)	1	RRI
13-01-2000		Climate Control - Standard (UM & PM)	1	RRI
13-02-0100		Exhaust Fan - 100 CFM Standard Location	1	RRI
13-02-5611	>	HVAC Aux Front Wall COOLBAR - Hoseline, Ford F-series MULTIPLEX	1	RRI
13-02-56SR	X <	Summer/Winter Switch for Cool-Bar	1	
<p>SR #2020289F</p> <p>Reference: (10363129) Reference: SR# 2016791F Line 155</p> <p>!!!! Cool-Bar to have summer/winter switch in power distribution. This will allow the fans to shut down in case the truck is set to defrost, preventing damage to the fans !!!!</p>				
13-02-5702	<	Cover,Cool Bar, (5) M9 Series lights	1	RRI
<p>Drawing # 303347</p> <p>Five (5) M9 series lights only.</p> <p>Note: Will be painted same color as the mount location on box front.</p>				

Attachment: Revised Quote - Gretna Fire Rescue - 2020 Ford F-550 4x4 - 07-06-2020 (2104 : FY21 Capital Appropriations)

PART NO	S	DESCRIPTION	QTY	ID
13-02-9000	<	Heater Valves, (2) Manual Shut-off Valves	1	RRI
		The module heater - A/C system shall be plumbed with two (2) manual hot water cut off valves.		
13-03-1000		Return Air System	1	RRI
13-03-2000		Return Air Central Plenum	1	RRI
13-03-3000		Heat /AC Cabinet	1	RRI
		COT MOUNTING PROVISIONS	1	RRI
14-01-1010		Cot Mounting - Hardware	1	RRI
14-01-1110		Post & Wheel Cups - None (STANDARD)	1	RRI
14-01-1623	<	Stryker Power Load, No Wheel guide - Change Notice 8- COMPLIANT	1	RRI
		Includes constant hot power supply for battery charging.		
14-01-3097		Center Mount	1	RRI
		OXYGEN AND AIR SYSTEMS	1	RRI
14-02-0100	<	Oxygen System - Multiplex	1	RRI
		All O2 loom in compartment #1 shall be mechanically affixed to the wall		
14-02-1000	<	O2 Cylinder Wrench - (STANDARD)	1	RRI
		Utilize screw head. No Velcro		
14-02-2000		O2 Cylinder Bracket - Zico #QR-MV (STANDARD)	1	RRI
14-02-2010		Standard Zico O2 Bracket to be Adjustable	1	RRI
14-02-3000		O2 Control - Electric with Manual Bypass on Action Wall. (STANDARD)	1	RRI
14-02-4000	<	O2 Outlets - Ohio Style, (2) Action Wall, (1) Squad Bench (STANDARD)	1	RRI
		The squad bench O2 outlet will be up high forward of the U7.5 cabinet.		
14-02-4211		O2 Outlet, Additional - Ohio Style in Ceiling	1	RRI
14-02-6150	< >	O2 Cylinder Holder - (1) Zico QR-D-2 Strapless "D" Bracket	2	RRI
		Installed at the head of the squad bench.		
		VACUUM SYSTEM	1	RRI
14-03-1010	>	Suction System - SSCOR On-Board (STANDARD)	1	RRI
		MISC MEDICAL	1	RRI
14-04-1000	<	Fire Extinguisher - 5# (ABC) w/ Mounting Bracket. (STANDARD)	1	RRI
		Both fire extinguishers will be mounted day of delivery.		
14-04-1010	<	Fire Extinguisher, (1) Additional - 5# Fire Extinguisher(s), Ship Loose	1	RRI
		HD Amerex Bracket #861H with Amerex 5LB fire extinguisher.		
		Both fire extinguishers will be mounted day of delivery.		
		PAINT AND FINISH	1	RRI
15-00-0100		Road Rescue Paint Process - Standard	1	RRI
15-01-2010	< >	Module Paint - Single Color, Paint other than OEM	1	RRI
		Sikkens Red		
		Note: Must state color with paint code and request a paint spray-out for approval.		
		NOTE: When requesting a dark module color, Road Rescue recommends option		

PART NO	S	DESCRIPTION	QTY	ID
		15-01-4010 to paint the roof sheet White. This will reduce heat transfer into the module and increase A/C system efficiency.		
15-01-5600	<	Cab Paint - Single Color, Repaint other than OEM, Type I	1	RRI
		Note: Must state color with paint code and request a paint spray-out for approval.		
		THE CAB INSERT MUST MATCH THE AREA THAT IT IS INSERTED INTO		
		GRAPHICS AND LETTERING	1	RRI
15-02-80SR	X <	Custom Graphics and Lettering	1	
		SR #		
		Gold Leaf Reflective Lettering W/Black Shade and Outline.		
		"GRETNA" - 6" high letters - arched line on side of module.		
		"FIRE & RESCUE" - 4" high letters - straight line on side of module.		
		Black Reflective Stripe		
		1" black reflective stripe		
		1" wide space		
		4" wide black reflective stripe.		
		1" wide space		
		1" wide black reflective stripe		
		Window in left rear patient entry door - black perforation with "Company Badge".		
		Window in right rear patient entry door - black perforation with "Faith In God", "Trust In Training", and Purple Eagle with Yellow Fire Helmet.		
15-02-8300		Chevron Striping - Entire Rear	1	RRI
15-02-8305	<	Material - 6" Scotchlite - Specify Colors	1	RRI
		Red and Black		
15-03-3900		RR Badge Logos (STANDARD)	1	RRI
15-03-4000		RR Logos and Model Name (STANDARD)	1	RRI
15-03-4001		Ultramedic - Black Logos	1	RRI
15-04-1000		Nomenclature Plaques. DIESEL. (STANDARD)	1	RRI
		16 - REFERENCES AND STANDARDS	1	RRI
16-01-0200		Owner's Manual (STANDARD)	1	RRI
ZZ-ZZ-0A00	<	Indemnification Statement	1	RRI
		The purchaser agrees to defend, indemnify and hold Rev Ambulance Group harmless from any claims, costs (including actual attorneys' fees), damages and liabilities caused in whole or in part by any alteration or modification of, or changes or additions to the purchased products OR use of product for purposes it was not designed or intended for.		
		== Dealer Provided - EMS Equipment - 1.013 12/22/16 ==	1	RRI

Attachment: Revised Quote - Gretna Fire Rescue - 2020 Ford F-550 4x4 - 07-06-2020 (2104 : FY21 Capital Appropriations)

CIP FUNDED VEHICLE PURCHASE MEMORANDUM OF AGREEMENT

This **CIP FUNDED VEHICLE PURCHASE MEMORANDUM OF AGREEMENT** (“MOA”), made this ___ day of _____, 20___, by and between the **PITTSYLVANIA COUNTY BOARD OF SUPERVISORS** (“Board”), a political subdivision of the Commonwealth of Virginia, party of the first part, acting through its agent, the County Administrator; and _____ (“Receiving Entity”), party of the second part; (individually “Party;” collectively “Parties”).

WITNESSETH

WHEREAS, the Board provides Capital Improvement Funds, when available, to support emergency service delivery County-wide and to assist the Volunteer Rescue Entities in Pittsylvania County, Virginia (“County”), with demonstrated needs; and

WHEREAS, said funds are requested through a collaborative Capital Improvement Planning (“CIP”) process consisting of Volunteer Fire and Rescue Entity Representatives, County Department of Public Safety Staff Representatives and the County’s Fire and Rescue Commission; and

WHEREAS, the County Department of Public Safety is responsible for managing and distributing CIP funds regarding Public Safety purchases and will serve as the point of contact concerning these Funds to the Volunteer Fire and Rescue Entity Representatives.

NOW THEREFORE, to sustain emergency response capabilities in the County and to provide equity, consistency, and to protect the interests of all involved parties, this MOA is executed with the following conditions, all or which must be fully and completely followed and abided to:

1. When applicable, the Receiving Entity will seek and apply for eligible Grant Funds for the purchase of an Emergency Services vehicle. Said Grant Funds, if awarded, shall be used to offset CIP Fund investment in the base spec vehicle. Any unused CIP Funds shall remain in the CIP. Any remaining Grant Funds over the cost of the base spec vehicle may be used for vehicle enhancements, if allowed in accordance with the Grant’s rules and procedures.

2. The County reserves the right to assume ownership of the vehicle purchased with County Funds, if the Receiving Entity ceases to provide services in the County for any reason and/or loses its ability to operate. The purpose for this contingency is for the ability to sustain emergency response capabilities within the County if any unforeseen issue inhibits the ability of the Receiving Entity to provide County service.

3. The Receiving Entity acknowledges, if County Funds are being utilized to replace a current CIP-funded vehicle, that the Receiving Entity is required to render and title over the replaced vehicle to the County Department of Public Safety. Said vehicle

may be sold by the County, with generated funds being allocated back to the CIP, or said vehicle may be re-assigned to another County Agency or Public Safety Entity within the County and/or retained as reserve County apparatus. The amount of funds allocated back to the CIP shall be consistent with the percentage of the vehicle's total costs paid for with CIP Funds (*e.g.* if fifty percent (50%) of the cost of said vehicle was paid for with CIP Funds, then fifty percent (50%) of the vehicle's sale proceeds shall be allocated for future CIP use, with fifty percent (50%) returned to the Receiving Agency turning in or transferring the vehicle to the County). Any such co-funding split shall be documented *via* an addendum to this MOA.

4. The Receiving Entity acknowledges that no vehicle purchased with County CIP Funds may be sold, traded, or disposed of without authorization from and/or recommendation of the County Department of Public Safety and the County Fire and Rescue Commission, subject to final approval by the Board. The County shall also possess the right of first refusal to purchase said vehicle. Said purchase price of the vehicle by the County shall be based on the generally accepted IRS Depreciation amount/schedule of the vehicle at the time of sale. Funds generated as a result said sale are to be submitted to the Board (not to exceed the original amount given to the Receiving Entity) for appropriation to the CIP.

5. The Receiving Entity agrees that minimum vehicle specs/standards established by the County Department of Public Safety shall apply and be adhered to for all vehicle purchases.

6. No CIP Funds will be distributed to the Receiving Entity, unless the Receiving Entity submits an invoice for the vehicle to the County and agrees to house/garage said vehicle in the County.

7. The Receiving Entity agrees, for all CIP Fund purchases, it shall strictly comply with all County Procurement and State Procurement policies, laws, and regulations. It shall be the responsibility of the Receiving Entity to maintain records demonstrating compliance with this requirement, which shall be provided to the County Department of Public Safety upon request.

8. The County agrees to provide insurance coverage for said vehicles authorized for purchase with CIP Funds, if funding is available, minimum specs/standards are adhered to, the Receiving Entity agrees to, implements, and enforces all County Department of Public Safety established safety, driver, and response related policies, regulations, rules, and guidelines.

9. The Receiving Entity agrees to grant County Department of Public Safety career personnel and other trained members of other Public Safety Volunteer Entities access to and use of any CIP funded vehicle in exigent circumstances as determined by the County's Public Safety Director. In such situations, the Receiving Entity shall be notified as soon as practicable. This access is not intended to preclude the Receiving Entity

maintaining a normal established rotation of vehicles as part of its normal operating procedures.

10. The Parties agree that the term of this MOA shall be for so long as the Receiving Entity is license to and/or provides Emergency Services in the County.

11. The Parties agree that this MOA contains the entire agreement of the Parties with respect to the subject matter of this MOA, and supersedes all prior negotiations, agreements, and understandings with respect thereto. This MOA may only be amended/modified by a written document duly executed by all Parties

12. The Parties agree that this MOA shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

13. The Parties agree, if legal action by either Party is necessary for or with respect to the enforcement of any or all of the terms and conditions hereof, then exclusive venue therefore shall lie in the County of Pittsylvania, Virginia.

14. The Parties agree that good faith mediation shall be a condition precedent to the filing of any litigation in law or equity by either Party against the other Party relating to this MOA. Before the remedies provided for in this Section may be exercised by either Party, such Party shall give written notice to the other Party that such Party believes that an event of default or impasse under this MOA may have occurred, specifying the circumstances constituting the event of default or impasse in sufficient detail that the other Party will be fully advised of the nature of the event of default or impasse. The responding Party shall prepare and serve a written response thereto within ten (10) business days of receipt of such notice. A meeting shall be held within ten (10) business days after the response between the Parties to attempt in good faith to negotiate a resolution of the dispute.

If the Parties are unable to resolve the dispute through the above- process, the Parties shall attempt to resolve the controversy by engaging a single mediator, experienced in the subject matter, to mediate the dispute. The mediator shall be mutually selected by the Parties, to the controversy and conduct mediation at a location to be agreed upon by the Parties or absent agreement, by the mediator. Within two (2) business days of selection, the mediator shall be furnished copies of the notice, this MOA, response, and any other documents exchanged by the Parties. If the Parties and the mediator are unable to settle the same within thirty (30) days from selection, or such other time as the Parties agree, the mediator shall make a written recommendation as to the resolution of the dispute. Each Party, in its sole discretion, shall accept or reject such recommendation in writing within ten (10) days. Should the Parties be unable to agree upon a single mediator within five (5) business days of the written response of the responding Party, the Parties jointly, shall agree upon the selection of a neutral third-party agreed upon by the Parties, to appoint a mediator, experienced and knowledgeable in the matters which are the subject of the dispute. The costs of the Mediator and the mediation shall be shared equally by the Parties to the dispute.

Notwithstanding the preceding paragraphs, the Parties reserve the right to file suit or pursue litigation. The Parties consent to selection of a mediator by any Court shall not constitute consent to jurisdiction of such court or waiver of defenses as to venue or jurisdiction.

15. The Parties agree, at all times under this MOA, each Party shall be responsible for its own legal fees and costs.

16. The Parties agree that the failure of the Board to enforce one (1) or more of the terms or conditions of the MOA, from time-to-time, shall not constitute a waiver of such terms or conditions upon subsequent or continuing breach

17. The Parties agree that this MOA shall inure to the benefit of, and shall bind the heirs, successors, and assigns of the Parties.

IN WITNESS WHEREOF, the Parties have caused this MOA to be executed by their duly authorized representative, all as of the day and year first above written.

PITTSYLVANIA COUNTY BOARD OF SUPERVISORS

By: _____
Print Name: _____
Title: County Administrator
Date: _____

APPROVED AS TO FORM

J. Vaden Hunt, Esq.
Pittsylvania County Attorney

COMMONWEALTH OF VIRGINIA

County of Pittsylvania, to-wit:

I, _____, a Notary Public for the Commonwealth of Virginia at large, do hereby certify that David M. Smitherman, County Administrator, whose name is signed to the foregoing MOA, bearing date of the ____ day of _____, 2020, has acknowledged the same before me in the jurisdiction aforesaid.

Given under my hand this ____ day of _____, 2020.

Notary Public

My commission expires: _____

Attachment: Volunteer CIP MOU (2104 : FY21 Capital Appropriations)

By: _____
Print Name: _____
Title: _____
Date: _____

COMMONWEALTH OF VIRGINIA

County of Pittsylvania, to-wit:

I, _____, a Notary Public for the Commonwealth of Virginia at large, do hereby certify that _____, _____, whose name is signed to the foregoing MOA, bearing date of the ____ day of _____, 2020, has acknowledged the same before me in the jurisdiction aforesaid.

Given under my hand this ____ day of _____, 2020.

Notary Public

My commission expires: _____

Attachment: Volunteer CIP MOU (2104 : FY21 Capital Appropriations)



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	Coronavirus Relief Fund (CRF) Application Review		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.d
Attachment(s):	Public Safety - Three ambulances Schools - Chromebooks DSS - Financial Relief for citizens		
Reviewed By:			

SUMMARY:

The County's CRF Committee received approximately \$3.8M of requests to receive a grant from the County's \$5.3M CARES Act provided Coronavirus Relief Fund (CRF). The Committee and Executive Team have approved \$1.4M of submitted projects. This evening the Committee is asked to consider recommending award of submitted applications over the County Administrator's \$100,000 expense ceiling as outlined below and in the attachment.

Department	Item Requested	Amount Requested
DSS	Financial Relief for Citizens Experiencing Past Due Electrical Servic	100,000.00
Public Safety	Ambulances (3), stretcher lift and stretcher	800,000.00
Schools	3,000 Chromebooks	955,660.70

Staff is currently soliciting bids for the three requested ambulances. These would be County owned and will replace end of life vehicles within the County fleet and an ambulance for volunteer agency use. We are hoping to save money by purchasing at least one remounted or slightly used vehicle.

The School Division desires to purchase 3,000 Chromebooks for student take-home use. Superintendent Mark Jones will be in attendance to further present the request.

DSS Director Chris Spain has asked to increase funds available to assist citizens with utility bills under the existing utility assistance program. These payments would be for families negatively affected by COVID19 impacts.

RECOMMENDATION:

County Staff recommends that the Finance Committee approve the submitted CRF requests.

MOTION:

“I make a Motion to approve the three (3) requested CRF projects as presented.”

CARES Act Fund Application

The CARES Act provides that payments from the Coronavirus Relief Funds only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Date *

MM DD YYYY

07 / 17 / 2020

Department *

Public Safety

Requester *

Chris Slep

Requester's email *

chris.slep@pittgov.org

Requested Item *

3 Ambulances with stretcher and stretcher lift

What do you hope to accomplish with this purchase? *

Replace 2 Ambulances and purchase additional ambulance for County staff/volunteer use

Attachment: Public Safety - Three ambulances (2105 : Coronavirus Relief Fund (CRF) Application Review)

How many citizens and/or County staff will change effect? *

15000

Cost of requested item *

800000

How does this item connect to the COVID-19 pandemic? *

Ambulance for response to EMS calls and COVID-19 patients.

Is this a recurring expense? *

Yes

No

Does it enhance an existing service? If so, how? *

Will replace two end of life vehicles and add more to fleet

What is the anticipated project implementation date? *

MM DD YYYY

08 / 01 / 2020

Will this replace an existing item/project/service? If yes, how? *

Will replace two vehicles

Business where item could be purchased (local first) *

Will have to be purchased off of cooperative language contract. No local dealers.

Attachment: Public Safety - Three ambulances (2105 : Coronavirus Relief Fund (CRF) Application Review)

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Google Forms

Attachment: Public Safety - Three ambulances (2105 : Coronavirus Relief Fund (CRF) Application Review)

CARES Act Fund Application

The CARES Act provides that payments from the Coronavirus Relief Funds only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Date *

MM DD YYYY

06 / 03 / 2020

Department *

Pittsylvania County Schools

Requester *

Dr. Mark Jones

Requester's email *

mark.jones@pcs.k12.va.us

Requested Item *

3,000 Chromebooks (including Google management, preconfigured for PCS domain/enterprise mode), 100 Chromebook storage carts (including wiring of devices into the cart), 10 Outdoor Wi-Fi 6 Access Points (including license and fiber converters)

Attachment: Schools - Chromebooks (2105 : Coronavirus Relief Fund (CRF) Application Review)

What do you hope to accomplish with this purchase? *

These purchases will allow Pittsylvania County Schools to facilitate distance learning for our students for the coming school year. We will loan out our existing Chromebooks to students who do not have access to a device at home. The purchased devices will be used to replace those Chromebooks that are loaned to students and provide additional Chromebooks to be loaned if needed. The carts will be needed to store the devices once they are returned to the school. The outdoor access points will be added to our ten elementary schools. We are currently installing outdoor access points at our middle and high schools. This will provide students and citizens access to 18 free wifi access points throughout the county. Students without internet access may use these free hotspots to complete assignments and receive instruction on the Chromebooks described above. All of these hotspots will remain free and active after the current pandemic concludes. Quotes for these items can be found here: https://drive.google.com/file/d/181a9zcuRirB2OdWGR-axzdw_7eKNFlgF/view?usp=sharing

How many citizens and/or County staff will change effect? *

10000

Cost of requested item *

~~940160.70~~ \$955,660.70

***Quote was updated for wiring being omitted.**

How does this item connect to the COVID-19 pandemic? *

These expenses facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.

Is this a recurring expense? *

Yes

No

Does it enhance an existing service? If so, how? *

Initially, these items enhance Pittsylvania County Schools' ability to provide continuity of learning during closures. However, once "normal" school resumes, these purchases will allow for greater use of technology by all of our students and staff that will help transform our current educational model to a digital teaching and learning practice.

Pittsylvania County School students without a computing device at home will benefit from the devices and all Pittsylvania County students and residents will benefit from the hotspot network at all schools. Additionally, these Chromebooks may be used to start a Pittsylvania County Schools 1:1 initiative once onsite education resumes.

Attachment: Schools - Chromebooks (2105 : Coronavirus Relief Fund (CRF) Application Review)

What is the anticipated project implementation date? *

MM DD YYYY

09 / 01 / 2020

Will this replace an existing item/project/service? If yes, how? *

These purchases will be used to replace our existing Chromebooks that will be loaned to students without a computing device. The purchased devices may also be loaned in the event the need for devices exceeds our current inventory. This process will allow Pittsylvania County Schools to use the devices available now without regard to delays in manufacture and shipping of the new devices.

Business where item could be purchased (local first) *

There are no local businesses that could provide these products. Purchases would be made via an existing State contract.

This content is neither created nor endorsed by Google.



Attachment: Schools - Chromebooks (2105 : Coronavirus Relief Fund (CRF) Application Review)

CARES Act Fund Application

The CARES Act provides that payments from the Coronavirus Relief Funds only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Date *

MM DD YYYY

06 / 29 / 2020

Department *

Social Services (also referenced as PCDSS)

Requester *

Christopher R. Spain, Director

Requester's email *

christopher.spain@dss.virginia.gov

Requested Item *

Financial Relief for Citizens Experiencing Past Due Electrical Service Debt

What do you hope to accomplish with this purchase? *

Mitigate and/or resolve the electrical service debt of citizens experiencing past due notices during the period commencing with project implementation and ending October 31, 2020

Attachment: DSS - Financial Relief for citizens (2105 : Coronavirus Relief Fund (CRF) Application Review)

How many citizens and/or County staff will change effect? *

1500

Cost of requested item *

\$500,000.00, in addition to an in kind contribution of program administration

How does this item connect to the COVID-19 pandemic? *

Assistance is intended to mitigate or resolve applicants' (County residents') electrical service debt relating to the COVID-19 pandemic. Assistance would be rendered through a one-time payment equal to 50% of the total single account balance to qualifying (affected financially by the pandemic and without regard to a means test) constituents of Pittsylvania County. In addition, Social Services would work in collaboration with internal and external partners to resolve constituents' total electrical service debt, as possible and appropriate. The direct impact would be sustainability to individuals and families impacted by experiences relating to the health crisis coupled to financial strain, and would include the provision of indirect support to the County's five (5) electrical service vendors, City of Danville Electric, Mecklenburg Electric, Dominion Energy, Southside Electric, and Appalachian Power. As of the second week of June, 2020, there was nearly \$500,000.00 in delinquent debt between Danville City Electric and Mecklenburg Electric customers alone.

Is this a recurring expense? *

Yes

No

Does it enhance an existing service? If so, how? *

This project would enhance internal and external efforts to financially assist Pittsylvania County residents with utility costs. The locally-administered, VDSS-supervised Low Income Home Energy Assistance Program, Dominion's EnergyShare program (administered by PCDSS) and Pittsylvania County's Community Action Agency are among planned collaborators intended to enhance client services. In fact, an MoU with Community Action is planned.

What is the anticipated project implementation date? *

MM DD YYYY

07 / 13 / 2020

Attachment: DSS - Financial Relief for citizens (2105 : Coronavirus Relief Fund (CRF) Application Review)

Will this replace an existing item/project/service? If yes, how? *

No, this project would be supplemental in nature, and include not only new funding, but formation of a new process as well as a new means of partnering with the community.

Business where item could be purchased (local first) *

PCDSS, in collaboration with community vendors and other partners

This content is neither created nor endorsed by Google.



Attachment: DSS - Financial Relief for citizens (2105 : Coronavirus Relief Fund (CRF) Application Review)



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	Fire and Rescue Commission Recommendations: Emergency Funding Requests		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.e
Attachment(s):	08-20-2019 Business Meeting - FINAL Brosville request of Reserve CIP Cool Branch FD request for Reserve CIP		
Reviewed By:			

SUMMARY:

The Fire & Rescue Commission forwarded recommendations that Brosville Fire and Rescue and Cool Branch Fire be allowed to access the recently created Volunteer Capital Reserve Emergency Fund to replace a failed ambulance engine and a failed air conditioning unit. There is presently about \$46,000 available in the Emergency Fund.

RECOMMENDATION:

Staff has no opinion regarding these requests.

MOTION:

“I make a Motion to recommend approval of the Brosville and Cool Branch requests.”

**Board of Supervisors
August 20, 2019
Business Meeting**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim R. Barber, Supervisor - Tunstall District
SECONDER:	Ronald S. Scearce, Supervisor - Westover District
AYES:	Davis, Miller, Barber, Blackstock, Farmer, Scearce, Warren

b. Rescue Squad Assistance Fund Grant (Staff Contact: Christopher C. Slemp)

Mr. Slemp stated the Rescue Squad Assistance Fund (“RSAF”) allows EMS Agencies to apply for equipment and vehicles twice a year. The next deadline is September 15, 2019. With the increasing cost of using Delta Response Team (“DRT”) ambulances, County Staff wishes to pursue funding for an ambulance that DRT could presently operate in the County’s Hurt area. County Staff wishes to pursue an ambulance and EMS equipment Grant in the current grant cycle (September). The Board approved this same Grant application attempt last year, but the Grant was not awarded. This is a second attempt. The Grant award date is January 1, 2020, with twelve (12) months to acquire the ambulance and spend the funds.

Motion authorizing County Staff to pursue the Rescue Squad Assistant Fund Grant as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elton W. Blackstock, Supervisor - Staunton River District
SECONDER:	Ronald S. Scearce, Supervisor - Westover District
AYES:	Davis, Miller, Barber, Blackstock, Farmer, Scearce, Warren

c. Pet Center Grants/Carryover Appropriations (Staff Contact: Kimberly G. Van Der Hyde)

Mrs. Van Der Hyde stated that Mr. James McLaughlin, Pet Center Director, has been working diligently to secure Grants to help offset Pet Center operational costs. To that end, he has been successful in obtaining three (3) Grants totaling \$81,254. The first Grant is from PETCO in the amount of \$75,000 and will be used primarily for the Community Spay/Neuter Program. This Grant will also cover Pet Center medical supplies, outreach/advertising efforts, animal transportation costs, and building upgrades. The second Grant is from the Roper Foundation in the amount of \$5,984, and will be used to purchase Pet Center supplies and provide animal medical care. The third Grant is from the St. Hubert’s Animal Welfare Center in the amount of \$270, and will be used to help with the Community Spay/Neuter Program and animal vaccinations. In addition to the above-Grants, a total of \$405 has been received from owners of dogs deemed dangerous dogs in the County by the local Courts. These funds were received in 2019 and have not been previously appropriated by the Board.

Motion to appropriate a total of \$81,254 to the Grants Fund and \$405 to the Veterinary Expense Fund as presented.



DEPARTMENT OF PUBLIC SAFETY
P.O. Box 426
Chatham, Virginia 24531
Phone (434) 432-7920

**PITTSYLVANIA COUNTY FIRE AND RESCUE ASSOCIATION
CAPITAL RESERVE REQUEST**

Agency Name Brosville Community Volunteer Fire and EMS

Address 11912 Martinsville Hwy

Person Authorized to Represent Agency Concerning this request:

Name Brian S. Draper

Contact #: 276-226-0519

This request for funding should only be completed by Fire and Rescue Agencies who are in "good standing" and have an immediate need for capital reserve funds due to unforeseen circumstances. The agency must be in good standing at the time of the request as defined by the fire and rescue service agreement.

The request shall detail the circumstance(s) that has created the emergency need and why the agency's financial situation dictates the request and use of County capital reserve funds. The request should include a detailed estimate of the cost to mitigate the issue. Examples of such situations that may dictate such request should be limited to essential fire and rescue apparatus breakdown and/or repair, fire and rescue station systems break down and/or repair, essential fire and rescue equipment failures, breakdowns, repair and replacement

The undersigned certifies that the information concerning this request is true and accurate to the best of their knowledge.

Brian S. Draper
Officer's Name

Brian Draper 6/15/20
Signature and Date

Attachment: Brosville request of Reserve CIP (2106 : Fire and Rescue Commission Recommendations: Emergency Funding Requests)

1. Describe in detail the situation that Capital Reserve Funds are being requested:

2012 F-450 Ambulance with 48,500 miles has blown the engine. Piedmont Ford has stated a new Ford engine must be purchased. The turbo messed the block up so it can not be rebuilt.

2. Describe in detail the cost associated with mitigating the situation (attach any estimates or invoices):

\$ 19,000.00 to replace Ford Engine in ambulance

3. Describe in detail why the agency's financial situation dictates appropriation of Capital Reserve Funds:

\$ 19,000 is a huge cost to a volunteer agency. Without this funding, we will have to keep the ambulance out of service.

4. If funds are being requested to cover break down of equipment or apparatus give details of your preventive maintenance program. Include any documentation of maintenance, service or testing.

Truck has been serviced every 5,000 miles. Ford has stated the 2011/2012 model F-450 has a turbo issue and this is a common occurrence, it is no fault of the agency. Truck has had all belts, hoses, filters replaced when needed.

**You may provide further documentation and explanation on separate pages if needed.*

Financial Report

Balance Sheet as of (date of request): 6/15/20

Assets

Cash on Hand and in Checking \$ 17,681.20
All Investments (CD's, Savings, etc.) \$ 208,596.89

Liabilities

Total of all Notes, Mortgages, and Accounts Owed \$ 521,000.00

Receipts for current physical year

Expenditures for current physical year

Local Government \$ 65,909.00
Donations Memorials \$ 15,000.00
Fundraising \$ Covid-19
Grants \$ N/A
Others \$ N/A
TOTAL RECEIPTS \$ 80,909.00

Operations \$ 80,000
Salaries & Stipends \$ 25,000
Capital \$
Other \$ 108,000.00 (New Monitors, New Sign)
New Engine \$ 398,000.00

TOTAL EXPENDITURES \$ 611,000.00

The undersigned certifies that the information in this financial statement is true and accurate and correctly reflects the financial condition of the Agency.

[Signature]
Treasurer



PITTSYLVANIA COUNTY FIRE AND RESCUE ASSOCIATION
CAPITAL RESERVE REQUEST

Agency Name Cool Branch Fire Company

Address 3060 Smith Mtn Road, Penhook, VA 24137

Person Authorized to Represent Agency Concerning this request:

Name Scottie Adams

Contact #: 540-243-4747 (Mobile)

This request for funding should only be completed by Fire and Rescue Agencies who are in "good standing" and have an immediate need for capital reserve funds due to unforeseen circumstances. The agency must be in good standing at the time of the request as defined by the fire and rescue service agreement.

The request shall detail the circumstance(s) that has created the emergency need and why the agency's financial situation dictates the request and use of County capital reserve funds. The request should include a detailed estimate of the cost to mitigate the issue. Examples of such situations that may dictate such request should be limited to essential fire and rescue apparatus breakdown and/or repair, fire and rescue station systems break down and/or repair, essential fire and rescue equipment failures, breakdowns, repair and replacement

The undersigned certifies that the information concerning this request is true and accurate to the best of their knowledge.

Scottie Adams
Officer's Name

Signature and Date

Attachment: Cool Branch FD request for Reserve CIP (2106 : Fire and Rescue Commission Recommendations: Emergency Funding Requests)

1. Describe in detail the situation that Capital Reserve Funds are being requested:

Heat Pump and Air Handler are outdated, and as such can no longer be recharged. Current system uses R-22 Freon for recharge, and it is now illegal to recharge with R-22. So a new system is required to replace current system.

2. Describe in detail the cost associated with mitigating the situation (attach any estimates or invoices):

A new system acquisition and install will cost \$4750.00. (See attached estimate.)

3. Describe in detail why the agency's financial situation dictates appropriation of Capital Reserve Funds:

This is a volunteer organization which raises limited revenue through volunteer fundraisers such as BBQ and Stew sales each year, a letter drive, and fundraisers by our local community. Our fundraising revenue is used for turnout gear, vehicle maintenance, and equipment replacement during the year. Our yearly operational costs deplete the revenue from our volunteer fundraisers each year.

4. If funds are being requested to cover break down of equipment or apparatus give details of your preventive maintenance program. Include any documentation of maintenance, service or testing.

Preventive maintenance was performed for years on the current system, which is why it has lived long enough to outgrow its legal maintainability.

*You may provide further documentation and explanation on separate pages if needed.

Financial Report

Balance Sheet as of (date of request): _____

Assets

Cash on Hand and in Checking \$ 80,833.62

All Investments (CD's, Savings, etc.) \$ 105,833.62

Liabilities

Total of all Notes, Mortgages, and Accounts Owed \$ 449,000.00

Receipts for current physical yearExpenditures for current physical year

Local Government \$ 11,787.81

Operations \$ 13,128.99

Donations Memorials \$ 3,523.37

Salaries & Stipends \$ 000

Fundraising \$ -152.10

Capital \$ 449,000.00

Grants \$ 000

Other \$ 000

Others \$ 2,626.79 (CD Interest)

TOTAL RECEIPTS \$ 17,785.87

TOTAL EXPENDITURES

\$ 13,128.99

The undersigned certifies that the information in this financial statement is true and accurate and correctly reflects the financial condition of the Agency.


Treasurer

Fair Trade 540-493-2876
11525 Franklin St. Ferrum, VA 24083
Payment Due on Job Completion

689766

ORDER INFO	customer's order no.	phone	date
	name		6/17/2020
	address		
	city, state, zip		
	sold by	cash <input type="checkbox"/> charge <input type="checkbox"/> check <input type="checkbox"/> c.o.d. <input type="checkbox"/> on acct. <input type="checkbox"/> # _____	shipping information

quantity	description	price	amount
1	remove old heat pump		
2	and air handler. install		
3	Goodman 14 seer 3 1/2 ton		
4	heatpump, air handler, 10 kw heat,		
5	safety switch (drain) + digital		
6	thermostat, complete job,		
7			\$4750.00
8			
9			
10			
11			
12			
13			
14			
15			
16			

Thanks
AL



keep this slip for reference

DC5808UV/10-13

Attachment: Cool Branch FD request for Reserve CIP (2106 : Fire and Rescue Commission Recommendations: Emergency Funding Requests)



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	Fire and Rescue Commission Recommendations: Annual Service Agreements		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.f
Attachment(s):	FY21 Fire and Rescue Service agreement Volunteer Dept Contributions FY21		
Reviewed By:			

SUMMARY:

The Fire and Rescue Commission recommends that the Annual Volunteer Agency Service Agreement be approved as presented in the attachment. Also attached is the Volunteer Dept. Contributions for FY21.

RECOMMENDATION:

Staff has no opinion regarding these requests.

MOTION:

“I make a Motion to recommend approval of the presented Annual Service Agreement.”

FY 21 FIRE AND EMS DEPARTMENT SERVICE MEMORANDUM OF AGREEMENT

This Fire and EMS Department Service Memorandum of Agreement (the “MOA”) is hereby made and entered into on the ___ day of _____, 2020, by and between the County of Pittsylvania, Virginia (the “County”), and _____ (the “Volunteer Agency”); (individually the “Party,” collectively the “Parties”).

A. PURPOSE:

The purpose of this MOA is to outline in reasonable detail the mutual obligations of the County and the Volunteer Agency in regard to the eligibility by the Volunteer Agency for County funds/contributions related to Fire and EMS provision/response in the County.

The Parties to this MOA hereby agree to be fully legally bound in all aspects to the below terms and conditions contained in this MOA.

B. THE COUNTY/VOLUNTEER AGENCY’S OBLIGATIONS:

1. The County shall provide property and casualty insurance for the Volunteer Agency; however, the County will only cover the cost of insuring those apparatus recommended by the County’s Public Safety Department.
2. The County shall maintain accident and sickness insurance coverage on the Volunteer Agency’s Members.
3. The County shall allocate direct funds/contributions to the Volunteer Agency in three (3) allocations as described more fully below.
4. The County’s first (1st) fiscal year allocation of funds/contributions to the Volunteer Agency shall occur in August and contain fifty percent (50%) of the Volunteer Agency’s annual funds/contributions. Said first (1st) allocation shall only be given to the Volunteer Agency by the County, if the following conditions/milestones are fully and completely met and satisfied:
 - a. The Volunteer Agency has maintained a current roster on file with the County’s Public Safety Department with the name, current certifications, and radio number of each Member.
 - b. The Volunteer Agency is current with all applicable State and Federal laws, Virginia Office of EMS Rules and Regulation, and the County’s standard operating guidelines and procedures.

- c. The Volunteer Agency has complied with Section 22 of the County's Board of Supervisors' FY21 Budget Resolution.
 - d. The Volunteer Agency is in good standing as determined by the County's Fire and Rescue Commission.
5. The County's second (2nd) fiscal year allocation of funds/contributions to the Volunteer Agency shall occur in January and contain thirty-five percent (35%) of the Volunteer Agency's annual funds/contributions. Said second (2nd) allocation shall only be given to the Volunteer Agency by the County, if the following conditions/milestones are fully and completely met:
- a. The Volunteer Agency is in compliance with the conditions/milestones contained in Section B(4) herein.
 - b. All the Volunteer Agency's equipment and apparatus is maintained in good working order and a readiness condition.
 - c. When the County Capital Improvement Plan is used to purchase equipment for the Volunteer Agency, it fully and completely complies with the Virginia Public Procurement Act and all other County Purchasing guidelines;
 - d. The Volunteer Agency, if it conducts EMS response, will have an annual review with the County's appointee of the EMS Agency's Response Plan as provided to the Virginia Office of EMS.
 - e. The Volunteer Agency practices the proper Incident Command System while responding to and mitigating emergency scenes.
6. The County's third (3rd) fiscal year allocation of funds/contributions to the Volunteer Agency shall occur in June and contain fifteen percent (15%) of the Volunteer Agency's annual funds/contributions. Said third (3rd) allocation shall only be given to the Volunteer Agency by the County, if the following conditions/milestones are fully and completely met:
- a. The Volunteer Agency continues to comply with all provisions/conditions contained in Sections B(4) and(B)(5) herein.
 - b. To date in the current fiscal year, the Volunteer Agency has responded to at least seventy percent (70%) of its first due calls (agencies that provide both fire and EMS service who fail to obtain the seventy percent (70%) response rate overall can

receive fifty percent (50%) of their fund if it maintains a seventy percent (70%) response rate in either the fire service or the EMS service); and

- c. To date in the current fiscal year, for a dispatched call, the Volunteer Agency must respond with the appropriate ambulance or fire truck (depending on the type call) within eight (8) minutes of the call being dispatched to the Agency.
7. The County shall also reimburse EMS Transport Agencies fifteen dollars (\$15.00) per call responded to on a quarterly basis.

C. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. **ENTIRE AGREEMENT/MODIFICATION.** This MOU contains the entire agreement of the Parties with respect to the subject matter of this MOU, and supersedes all prior negotiations, agreements, and understandings with respect thereto. This MOU may only be amended/modified by a written document duly executed by all Parties.
2. **PRINCIPAL CONTACTS.** The principal contacts for this MOA are: David M. Smitherman, Pittsylvania County Administrator, c/o Christopher C. Slemper, Pittsylvania County Public Safety Coordinator (for the County), and _____ (for the Volunteer Agency).
3. **COMMENCEMENT/EXPIRATION DATE/TERMINATION.** This MOA is executed as of the date of the last signature below and is effective through _____ at which time it will expire, unless extended for another fiscal year. Either party may terminate this MOA by providing ___ days' notice to the other Party. In the event that said termination notice provided by _____ is during a current fiscal year, _____ shall reimburse to County any unexpended funds allocated to it within thirty (30) days' receipt by County of termination notice.
4. **GOVERNING LAW, VENUE, MEDIATION, LEGAL FEES/COSTS:**
 - a. **Governing Law:** This MOA shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.
 - b. **Venue:** If legal action by either party is necessary for or with respect to the enforcement of any or all of the terms and conditions hereof, then exclusive venue therefore shall lie in the County of Pittsylvania, Virginia.
 - c. **Mediation:**
 - i. Good faith mediation shall be a condition precedent to the filing of any litigation in law or equity by either Party against the other Party relating to this MOA. Before the remedies provided for in this Section may be exercised by

either Party, such Party shall give written notice to the other Party that such Party believes that an event of default or impasse under this MOA may have occurred, specifying the circumstances constituting the event of default or impasse in sufficient detail that the other Party will be fully advised of the nature of the event of default or impasse. The responding Party shall prepare and serve a written response thereto within ten (10) business days of receipt of such notice. A meeting shall be held within ten (10) business days after the response between the Parties to attempt in good faith to negotiate a resolution of the dispute.

ii. If the Parties are unable to resolve the dispute through the above- process, the Parties shall attempt to resolve the controversy by engaging a single mediator, experienced in the subject matter, to mediate the dispute. The mediator shall be mutually selected by the Parties, to the controversy and conduct mediation at a location to be agreed upon by the Parties or absent agreement, by the mediator. Within two (2) business days of selection, the mediator shall be furnished copies of the notice, this MOA, response, and any other documents exchanged by the Parties. If the Parties and the mediator are unable to settle the same within thirty (30) days from selection, or such other time as the Parties agree, the mediator shall make a written recommendation as to the resolution of the dispute. Each Party, in its sole discretion, shall accept or reject such recommendation in writing within ten (10) days. Should the Parties be unable to agree upon a single mediator within five (5) business days of the written response of the responding Party, the Parties jointly, shall agree upon the selection of a neutral third-party agreed upon by the Parties, to appoint a mediator, experienced and knowledgeable in the matters which are the subject of the dispute. The costs of the Mediator and the mediation shall be shared equally by the Parties to the dispute.

iii. Notwithstanding the preceding paragraphs, the Parties reserve the right to file suit or pursue litigation. The Parties consent to selection of a mediator by any Court shall not constitute consent to jurisdiction of such court or waiver of defenses as to venue or jurisdiction.

d. Legal Fees/Costs: At all times under this MOA, each Party shall be responsible for its own legal fees and costs.

5. WAIVER OF BREACH. The failure of the County to enforce one (1) or more of the terms or conditions of the MOA, from time-to-time, shall not constitute a waiver of such terms or conditions upon subsequent or continuing breach.
6. BENEFIT. This MOA shall inure to the benefit of, and shall bind the heirs, successors, and assigns of the Parties.

IN WITNESS WHEREOF, the parties hereto have executed this MOA as of the last date written below. Witness following signatures and seals:

THE COUNTY OF PITTSYLVANIA, VIRGINIA

By: _____

Title: _____

Print Name: _____

COMMONWEALTH OF VIRGINIA

County of Pittsylvania, to-wit:

I, _____, a Notary Public for the Commonwealth of Virginia at large, do hereby certify that _____, whose name is signed to the foregoing MOA, bearing date of the ____ day of _____, 2020, has acknowledged the same before me in the jurisdiction aforesaid.

Given under my hand this ____ day of _____, 2020.

Notary Public

My commission expires: _____

APPROVED AS TO FORM

J. Vaden Hunt, Esq.
Pittsylvania County Attorney

Attachment: FY21 Fire and Rescue Service agreement (2108 : Fire and Rescue Commission Recommendations: Annual Service Agreements)

DEPARTMENT:

By: _____

Title: _____

Print Name: _____

COMMONWEALTH OF VIRGINIA

County of Pittsylvania, to-wit:

I, _____, a Notary Public for the Commonwealth of Virginia at large, do hereby certify that _____, whose name is signed to the foregoing MOA, bearing date of the ____ day of _____, 2020, has acknowledged the same before me in the jurisdiction aforesaid.

Given under my hand this ____ day of _____, 2020.

Notary Public

My commission expires: _____

Volunteer Dept contributions FY21	
Bachelors Hall VFD	\$52,881
Blairs VFD & Rescue	\$88,893
Brosville VFD	\$68,459
Callands VFD & Rescue	\$44,131
Cascade VFD	\$25,670
Chatham VFD	\$37,161
Climax VFD	\$23,858
Cool Branch VFD	\$36,144
Dry Fork VFD	\$32,629
Gretna VFD & Rescue	\$86,714
Hurt VFD	\$36,400
Keeling VFD	\$26,146
Kentuck VFD	\$28,181
Laurel Grove VFD & Rescue	\$35,639
Mt. Cross VFD & Rescue	\$43,315
Mt. Hermon VFD & Rescue	\$54,449
Renan VFD	\$22,715
Riceville-Java VFD	\$25,468
Ringgold VFD	\$91,915
Riverbend VFD	\$22,550
Tunstall VFD & Rescue	\$73,906
640 Rescue Squad	\$2,550
Angel Search & Rescue	\$2,000
Chatham Rescue	\$48,870
Cool Branch Rescue	\$41,924
100-4-032200-566300	
North Halifax VFD	\$250/call
Danville Life Saving Crew	\$250/call
Smith Mt Lake Marine FD	\$13,000



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	Fire and Rescue Commission Recommendations: Volunteer Agency Annual Reporting Requirements		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.g
Attachment(s):	Fire and Rescue Commission meeting 6.23.20 Breakdown of Stations not Receiving Final Payout I-990		
Reviewed By:			

SUMMARY:

As aware, the Board of Supervisors approved the Financial Reporting Requirements at their June 16, 2020 Meeting, which stated that the IRS-990 form must be submitted annually. The Fire and Rescue Commission ratified the Board's policy at its June 23, 2020 Meeting (minutes attached). Attached is a list of all agencies with I-990 forms on file as of this date.

Also attached is a list of the Agencies not meeting 100% of the performance standards for 2020. The \$29,421.76 unused portion payments will be transferred to the Volunteer Capital Reserve Emergency Fund per the Board of Supervisors Policy.

RECOMMENDATION:

County Staff recommends for letters to be sent to each agency informing them of the requirements and that the 2018 IRS 990 forms must be received prior to the first payment under the FY21 Service Agreement.

MOTION:

"I make a Motion to approve letters being sent to each agency informing them of the Financial Reporting Requirements and that the 2018 IRS 990 forms must be received prior to the first payment under the FY21 Service Agreement."

Fire and Rescue Commission
Minutes of June 23, 2020
Chatham Community Center
115 South Main St, Chatham, VA 24531

1.) Call to order at 6:30 p.m. by Bryan Fox, Chairman

2.) Roll Call

<u>Member</u>	<u>Present</u>	<u>Absent</u>
Chuck Angier	X	
Tim Duffer	X	
Bryan Fox	X	
Brian Garrett		X
Ben Meeks	X	
Ron Scarce	X	
Keith Scruggs	X	
Bert Sellers	X	
Billy Talbott		X

Staff members present: Chris Slem, Michael Lee

Association Representative: Dean Fowler

3.) Additions or Revisions to the agenda. Ron Scarce made motion to add Bylaws to unfinished business from last meeting. Chuck Angier second motion. Motion passed with no discussion.

4.) Approval of the agenda: Motion made by Ron Scarce, Seconded by Tim Duffer. All in favor, no opposes.

5.) Approval of previous meeting minutes: Motion made by Ron Scearce, Seconded by Tim Duffer. No discussion. Motion passed.

6.) Presentations: No presentations

7.) Fire and Rescue Association report: Dean Fowler: Association meeting was in May. Discussion is being brought to the commission from the Association in reference to no communication with Fire Commission, Fire and Rescue Association, and BOS. Discussion from Bryan Fox in reference to BOS calling him in reference to miss communication. Discussion from Bryan Fox about BOS contacting him with not remember voting on Items for Fire and Rescue in BOS meetings. Mr. Sellers asked that in the future that this fire commission bring topics like the Financial report request and other topics be brought to the commission so they can voice their concerns before it goes to the board. Ben Meeks asked for better communications from the county, commission, and also BOS. Mike Neal also talked about the financial report to the commission. He does not want any department penalized for doing good by the county getting these reports. Ron Scearce advised this is only for accountability so the citizens know where the money is going.

8.) Other Fire or Rescue Agency report: Scottie Adams advised both agencies he is a part of does not mind sending the financial form. Thank you for the BOS, members of the fire and rescue commission and Mr. Smitherman for meeting with Franklin Co.

9.) County Staff Report:

A. Update on Rescue Squad

I, Chatham Rescue Squad has improved greatly after meeting with them.

II. 640 Rescue: Has suspended operations by their Board. PS has a meeting scheduled.

- Ben Meeks asked that 640 funds be disputed to the agencies that are picking up their territory. Sq 22, Sq12, and Sq34. Chris said he would look into this.
- Ron Scearce made motion to dispute 640 remaining funds to the agencies that are running the 640 territory. Motion second by Tim Duffer. All in favor, no one opposed. Motion Passed.

B. County Staffing starts July 1, 2020. Kasey Seay will be promoted to EMS Coordinator. News Letter will be sent out at 8:00pm tonight introducing the staff.

C.

1. Brosville Fire and Rescue has requested to use the Capital Reserve for their ambulance. Motor replacement. Cost is around \$19,000. They have 1 ambulance left and are also using Callands second ambulance. Ben reflects that their call coverage is outstanding. Chris advised \$4,000 is the max they can take out of this fund. This will also have to go to BOS to be voted on. Carlyon advised the warranty is not valid. Ben Meeks made motion to recommend giving them the funds and Tim Duffer seconded the motion. Motion passed.
2. Cool Branch Fire Department has requested to use the Capital Reserve for their AC unit at their station be replaced. Air Condition went out and are unable to fix it due to it being an older unit. \$7,050 is the quote they were giving to replace the unit. Due to covid their fundraisers are postponed. Mr. Scruggs asked for if a quote from a company in Pittsylvania County was obtained. They can have the unit in placed within 30 days. Chuck Angier asked how old the air condition is. Scottie advised 12-15 years old. Billy Talbott made motion to approve Second motion made by Tim Duffer. Motion passed.

D. Agency FY21 Funding: Chris still needs to meet with some agencies and then come back to the commission meeting with the report.

E. Bryan Fox asked how does the drawing of the financial report work. 2 will be automatic drawn each year.

F. Fire and Rescue Service Agreement: 1st payment was changed by to August as requested by the fire and rescue association. The Fire and Rescue Commission will determine what is "In good standing" as an agency. Last 15 %. Wording changed to covering 70 percent of Fire and EMS. If you struggle with Fire or EMS as a dual agency you will still get funding for half. Responding time changed back to 8 minutes. August, January, and June are the months funding will be sent. Tim Duffer made motion to approve the Fire and Rescue Service Agreement changes, Motion second by Ron Searce. Discussions: Chuck Angier Section B.4 typo, also 4.C Clarify the Financial Report to 9-90 and Random Audit. All in favor of the motion. Motion passed.

G. CARES Funding: County received this funding from COVID-19. Mr. Slemp requested more PPE for agencies. We also got approved for 35,000 medical supplies for all the county agencies. Target Solutions was purchased for the Volunteers. It will take us some time to get everyone accounts. This will provide training to volunteers. We are also working on a contract with ESO and purchasing this for all the agencies. It will be CAD Interfaced. We are hoping to have ESO by September. Hire a part time training position to help with training for volunteers. Cardiac Monitors will be purchased 1 monitor for each agency that needs upgraded monitors from the Phillips monitors. RFP has been put out for 4 ambulances. Ben

Meeks asked if it would be a 50/50 deal with the County assisting 50/50 for the new ambulances/fire trucks.

10.) Unfinished business:

Bylaws Amendment: Article 5: changes. Attendance and remote access for meeting due to Covid. Chuck Angier made motion to retroactive to the first meeting. Second by Tim Duffer. Chuck Angier discussion was the wording of “calendar year”, and the BOS recommendation members being added, and or resigning.

11.) New Business: None

12.) Other matters from Commission members

Ron Scarce: BOS has made a commitment to provide more funding to Fire and Rescue. Keep in mind that Mr. Smitherman is part of this as well. I fully support Mr. Smitherman and Fire and EMS and also want to be accountable to Fire/Rescue, and also the citizens. Mr. Smitherman has been a friend and advocate for Fire and Rescue. We are trying to do more.

Brian Garrett: N/A

Chuck Angier: Hats off to the volunteers for their service

Tim Duffer: We voted on 2 departments that needed emergency funding. There is around \$17,000 in this fund. This fund will continue to build. Also, would like to look at Agencies, Commission, and Volunteers have some kind of standard speck sheet on equipment.

Ben Meeks: As a commissioner, volunteer, citizen spoken on rumors, downing agencies, and etc. to remember we are here to uplift and approve services. We bring items to this commission and vote weather we agree or not but we need to stick together. Also, thank you to Dean, DFD, St 34, Public safety for the wreck on Rt 40.

Bryan Fox: Thank everyone, chiefs, deputy chiefs, Mr. Ingram. Thank you for your input. I want to hear from you all personally. We are here to represent you all. We do not take it lightly. We are part of you all. Thank you for being here tonight.

Bert Sellers: None

Keith Scruggs: None

Chris Slempp: Thanked the agency that assisted with the protest.

13.) Adjournment at: Ben made motion to adjourn. Tim second motion. Motion passed. Meeting adjourned at 6:23pm.

Breakdown of Stations not Receiving Final Payout

Chatham Rescue	\$18,535.17
640 Rescue	\$ 3,988.48
Mt. Cross Fire	\$ 2,577.37
Bachelor's Hall	\$ 2,604.74
Callands	<u>\$ 1,716.00</u>
TOTAL	\$29,421.76

Amount in Capital Reserves as of 6-30-20 \$16,352.96

2017

Agency	Total Revenue	Total Expenses	Available Cash	Salaries
640 Rescue	\$ 14,959.00	\$ 41,279.00	\$ 219,236.00	\$ -
Bachlors Hall FD	\$ 133,677.00	\$ 76,756.00	\$ 13,449.00	\$ -
Blairs F&R	\$ 276,478.00	\$ 321,326.00	\$ 222,764.00	\$ 5,368.00
Brosville F&R	\$ 210,742.00	\$ 211,348.00	\$ 220,501.00	\$ -
Callands F&R	\$ 104,372.00	\$ 123,976.00	\$ 112,900.00	\$ -
Cascade FD	\$ 25,145.00	\$ 6,582.00	\$ 74,187.00	\$ -
Chatham FD				
Chatham Rescue	\$ 196,399.00	\$ 149,867.00	\$ 86,035.00	\$ -
Climax FD				
Cool Branch Fire	\$ 286,661.00	\$ 172,991.00	\$ 191,983.00	\$ -
Cool Branch Rescue	\$ 205,244.00	\$ 287,605.00	\$ 230,169.00	\$ 57,392.00
Dry Fork FD	\$ 76,178.00	\$ 25,897.00	\$ 49,541.00	\$ -
Gretna Fire	\$ 109,089.00	\$ 94,272.00	\$ 150,203.00	\$ -
Gretna Rescue	\$ 79,588.00	\$ 99,147.00	\$ 908,777.00	\$ -
Hurt FD	x		\$ 121,126.00	
Java FD	\$ 35,623.00	\$ 8,610.00	\$ 56,891.00	\$ -
Keeling FD	\$ 65,345.00	\$ 39,233.00	\$ 133,689.00	\$ -
Kentuck FD	\$ 28,518.00	\$ 113,755.00	\$ 58,254.00	\$ -
Laural Grove	\$ 96,949.00	\$ 61,618.00	\$ 256,127.00	\$ -
Mt. Cross F&R	\$ 84,782.00	\$ 118,779.00	\$ 47,909.00	\$ -
Mt. Hermon Fire	\$ 556,769.00	\$ 212,438.00	\$ 232,238.00	\$ -
Renan FD	\$ 285,377.00	\$ 241,689.00	\$ 275,551.00	\$ -
Ringgold F&R	\$ 403,218.00	\$ 313,157.00	\$ 448,915.00	\$ -
RiverBend	x	x	\$ 16,000.00	x
Tunstall F&R	\$ 174,344.00	\$ 145,320.00	\$ 353,843.00	\$ -

2018

Agency	Total Revenue	Total Expenses	Available Cash	Salaries
640 Rescue	x	x	x	x
Bachlors Hall FD	\$194,572	\$88,303	\$29,031	-
Blairs F&R	\$468,527	\$341,272	\$149,945	\$50,767
Brosville F&R	\$188,055	\$197,320	\$208,957	-
Callands F&R	\$74,758	\$117,161	\$120,554	-
Cascade FD	x	x	x	x
Chatham FD	x	x	x	x
Chatham Rescue	x	x	x	x
Climax FD	x	x	x	x
Cool Branch Fire	\$115,763	\$169,355	\$222,059	-
Cool Branch Rescue	x	x	x	x
Dry Fork FD	\$62,434	\$24,702	\$74,491	-
Gretna Fire	x	x	x	x
Gretna Rescue	\$179,929	\$93,488	\$1,008,699	-
Hurt FD	x	x	x	x
Java FD	\$150,536	\$130,943	\$171,105	-
Keeling FD	\$58,703	\$31,577	\$111,115	-
Kentuck FD	\$57,431	\$106,457	\$71,170	-
Laural Grove	\$53,765	\$63,306	\$271,238	-
Mt. Cross F&R	\$96,594	\$74,550	\$66,658	-
Mt. Hermon Fire	\$361,229	\$265,457	\$311,731	-
Renan FD	\$88,772	\$107,250	\$258,910	-
Ringgold F&R	\$728,308	\$405,620	\$325,734	-
RiverBend	x	x	x	x
Tunstall F&R	\$258,041	\$223,225	\$388,704	-

* No information available past 2018 at IRS.gov

* X means no data submitted



Board of Supervisors
EXECUTIVE SUMMARY

ACTION ITEM

Agenda Title:	Sheriff Longevity-Based Salary Adjustment		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 21, 2020	Item Number:	5.h
Attachment(s):			
Reviewed By:			

SUMMARY:

The Finance Committee is asked to consider including Sheriff Mike Taylor in the recently approved Salary Study as it relates to his County-service prior to becoming a Constitutional Officer. Mr. Taylor served as a Deputy for 32 years, 11 months. If approved, Sheriff Taylor's salary would increase by 8.25% (retroactive) July 1, 2020 and again by 8.25% on July 1, 2021.

RECOMMENDATION:

Staff offers no opinion regarding this matter.

MOTION:

"I make a Motion that Sheriff Mike Taylor's salary be adjusted on the same schedule as all Sheriff's Department employees considering his 33 years of County service prior to election."



Board of Supervisors
EXECUTIVE SUMMARY
INFORMATION ITEM

Agenda Title:	2022 Reassessment Project Budget Report		
Staff Contact(s):	Kimberly G. Van Der Hyde		
Agenda Date:	July 21, 2020	Item Number:	5.i
Attachment(s):	Reassessment Comparisons		
Reviewed By:			

Finance Director Kim Van Der Hyde will provide a report on anticipated costs of the 2022 Reassessment Project.

Reassessment Comparison

FY2019 Reassessment Costs		
100-4-012320-101100	BOARD MEMBERS-COMPENSATION	41,250.00
100-4-012320-130000	PART-TIME SALARIES AND WAG	68,147.18
100-4-012320-210000	FICA	5,160.99
100-4-012320-230000	BCBS-CO. SHARE	14,918.92
100-4-012320-260000	UNEMPLOYMENT INSURANCE	344.24
100-4-012320-270000	WORKMAN'S COMPENSATION	58.70
100-4-012320-316000	CONSULTANTS-APPRAISERS	739,852.00
100-4-012320-317200	CONTRACT SERVICES	22,498.00
100-4-012320-317500	COMPUTER SERVICES	12,243.55
100-4-012320-360000	ADVERTISING	932.40
100-4-012320-521000	POSTAGE	9.80
100-4-012320-523000	TELEPHONE	1,300.75
100-4-012320-542000	RENTAL - BUILDINGS	935.00
100-4-012320-600100	OFFICE SUPPLIES	11,373.69

TOTAL	919,025.22
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FY2023 Reassessment Cost Estimates

FY2021 Budget-Year 1

100-4-012320-101100	BOARD MEMBERS-COMPENSATION	16,500.00
100-4-012320-210000	FICA	1,263.00
100-4-012320-316000	CONSULTANTS-APPRAISERS	274,872.38
100-4-012320-317500	COMPUTER SERVICES	8,000.00

TOTAL - YEAR 1	300,635.38
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FY2022 Budget-Year 2

100-4-012320-101100	BOARD MEMBERS-COMPENSATION	24,750.00
100-4-012320-210000	FICA	1,894.00
100-4-012320-316000	CONSULTANTS-APPRAISERS	274,872.38

TOTAL - YEAR 2	301,516.38
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TOTAL REASSESSMENT	602,151.75
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SAVINGS OVER FY2019 REASSESSMENT	316,873.50
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Board of Supervisors
EXECUTIVE SUMMARY
INFORMATION ITEM

Agenda Title:	Discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision (2) or (14) of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.		
Staff Contact(s):			
Agenda Date:	July 21, 2020	Item Number:	7.a
Attachment(s):			
Reviewed By:			

- (1) Legal Authority: Virginia Code § 2.2-3711(A)(19)
 Subject Matter: County Building
 Purpose: Discussion of County Building Upfit/Build-Out for Law Enforcement Purposes



Board of Supervisors
EXECUTIVE SUMMARY
INFORMATION ITEM

Agenda Title:	Closed Session Certification		
Staff Contact(s):	J. Vaden Hunt, Esq.		
Agenda Date:	July 21, 2020	Item Number:	8.a
Attachment(s):			
Reviewed By:			

PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
CLOSED MEETING CERTIFICATION

BE IT RESOLVED that at the Finance Committee Meeting of the Pittsylvania County Board of Supervisors on July 21, 2020, the Committee hereby certifies by a recorded vote that to the best of each Committee Member's knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act (the "Act") and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Member believes that there was a departure from the requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Committee's Minutes.

	<u>Vote</u>
Joe B. Davis	Yes/No
William "Vic" Ingram	Yes/No
Charles H. Miller, Jr.	Yes/No
Ronald S. Scarce	Yes/No