



General Order Number: 02-40	Effective Date: January 2010
Division: Apparatus and Equipment	
Chapter: Apparatus Acquisition and Major Repairs	
By Order of the Fire Chief: Marc S. Bashoor	Revision Date: August 13, 2012

POLICY

This General Order provides guidelines for Volunteer Corporations purchasing apparatus for operational uses and/or to provide fire suppression, rescue and/or emergency medical services within Prince George's County. In addition, major repairs and procedures for determining whether those repairs are economically viable are defined and described.

DEFINITIONS

Apparatus - Vehicles with greater than 10,000 pounds Gross Vehicle Weight, used for emergency operations to provide Fire/EMS services within Prince George's County.

Deadlining – Instances in which a piece of apparatus is permanently placed out of service for a variety of reasons including, but not limited to, age, costs of maintenance, costs of repair, or damages beyond economical repair.

Specialty Vehicles - Vehicles, boats/marine vessels, trailers, electrical vehicles (i.e., Segways, carts) or combination units used for emergency operations to deliver Fire/EMS services within Prince George's County.

Apparatus Review Committee - A committee established/convened by the Fire Chief or his/her designee to develop and maintain apparatus specifications, review requests for the acquisition of apparatus and determine the feasibility of maintaining older apparatus.

The committee will consist of the Deputy Fire Chief for Administrative Services, who will serve as the Chairperson, the Manager of Apparatus Maintenance, the Assistant Fire Chief of Risk Management and Safety, representatives from the Fire Commission, I.A.F.F Local 1619, the Prince George's County Fire and Rescue Association, Emergency Services Command, and Fiscal Affairs. Moreover, the committee may select subject matter experts (i.e., individuals specializing in water crafts, ambulances or other specialty units) to serve on the committee as non-voting members. The Committee will meet at the discretion of the Chairperson or on an as-needed basis.

PROCEDURES / RESPONSIBILITIES

1. General Provisions

The Apparatus Review Committee will develop minimum apparatus requirements to be used by all Department personnel who operate apparatus for the purposes of fire suppression, rescue, and emergency medical services. The established minimum requirements will ensure that all acquired apparatus meet safety and industry standards, as well as set a County standard for apparatus.



Furthermore, the established minimum apparatus requirements will aid in the coordination of Prince George's County Fire/EMS Department activities with those of the Volunteer Corporations that operate within the Department.

2. Newly Acquired Apparatus

Regardless of the funding sources of apparatus purchases, all apparatus must meet the requirements as outlined by the Apparatus Review Committee and be approved by the Fire Chief or his/her designee prior to responding on any emergency calls. Apparatus that is not approved will be prohibited from responding on emergency calls.

Before signing an agreement to acquire fire and rescue apparatus, Volunteer Corporations must provide the Fire Chief with a written notice of the Corporation's intent. The notification must include:

- The type of apparatus to be acquired/purchased
- Technical information, including specifications
- Impact statement indicating how the apparatus will improve service to the community; how it will affect the Department's goals for service delivery
- Whether the Volunteer Corporation is requesting County assistance with funding for the apparatus
- Whether the Volunteer Corporation is requesting County funding for insurance, maintenance, and/or fuel
- An estimate of the complete annual operating costs, including maintenance

Once the apparatus is delivered, a list of all warranty information shall be included with copies of all operating and maintenance manuals provided by the manufacturer.

The Apparatus Review Committee will ensure compliance with this General Order and may request additional information or clarification on submitted information in order to appropriately make recommendations to the Fire Chief or his/her designee.

3. Major Apparatus Repairs/Maintenance

Apparatus repairs meeting the following criteria require the Apparatus Review Committee to make recommendations to the Fire Chief or his/her designee regarding repairs or deadlining the apparatus:

- Apparatus within five years of recommended replacement cycle requiring major repairs will be evaluated to determine economic viability of the proposed repairs relative to market value of the apparatus. The recommended replacement cycles are:
 - 15 years for Engines
 - 15 years for Squads
 - 20 years for Aerial Apparatus
 - 25 years for Specialty Equipment



Major repairs are defined as:

- Overhaul, remanufacture or replacement of major vehicle components (engines, transmissions, axles, differentials).
- Repair, remanufacture, or replacement of specific vocational components (pumps, aerial devices, power generation, etc.)
- Repair costs exceeding 25% of the fair market value over a two year period or when the cost is over 50% of the fair market value in any given year will be considered uneconomical.
- Fair market value will be determined by the committee by prorating the cost of the vehicle with the age of the vehicle using the proposed life span of the vehicle as a base, i.e., an engine, with a proposed life span of 15 years purchased for \$100,000 is worth \$50,000 when it is 7½ years old.

The Apparatus Review Committee should take into account any requests for new apparatus when making recommendations about repairing existing apparatus.

Within seven working days of the review, the Apparatus Review Committee will provide a written response to the Fire Chief or his/her designee regarding recommendations for repairs or deadlining apparatus that meet the above criterion. The Fire Chief will provide his/her final decision upon review of all documentation provided by the Apparatus Review Committee.

The Apparatus Review Committee may request information from Volunteer Corporations to determine the original cost of the apparatus. If the information cannot be obtained, the Apparatus Review Committee can make its own determination of the value of the apparatus. In such instances, the Apparatus Review Committee will be required to advise the Fire Chief by what means they made their determination.

REFERENCES

N/A

FORMS / ATTACHMENTS

N/A