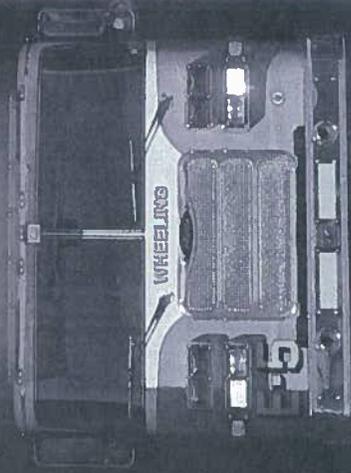


WHEELING FIRE DEPARTMENT BUDGET REQUEST 2014-2015

WHEELING



E-5
WHEELING





WHEELING FIRE DEPARTMENT

2126 Market Street • Wheeling, WV 26003

Larry Helms, Chief of Department



MEMORANDUM

TO : ROBERT HERRON, CITY MANAGER
FROM : Larry Helms, Chief of Department
DATE : January 17, 2014
SUBJECT: FISCAL YEAR 2014-2015 BUDGET

It is with pleasure that I present the Wheeling Fire Department's budget and strategies.

A group of fine employees, such as the Wheeling Fire Department's, makes it possible to maintain a position of readiness and professionalism. These members never cease to amaze me as to what they can accomplish, from general station maintenance, plumbing, heating, flooring and even total remodels. Most of these repairs are accomplished by one of the crew that has experience in the field of the needed repair and by the use of their personal tools and equipment if required to accomplish the task. The amount of funds saved by their effort has been unbelievable as well as the workmanship. These repairs, in addition to their normal duty accomplishments are testament to their dedication.

The public service training continues to shine a bright light on the assets the Wheeling Fire Department brings to its citizens. The efforts of the Training Division and Investigation Division has seen marked increases in the number of persons trained in CPR/AED/and 1st Aid training. The Bureau of Fire Prevention has again increased in fire safety and fire extinguisher training, nearly doubling the number of citizens reached.

We want to thank the Wheeling Police Department for allowing us to participate in the Police and Fire Academy through the DARE program.

In concert with the Human Resource Department, the City of Wheeling Fire Department's Wellness and Fitness Program has finally come to realization. We hope next year's screenings will show that we are not only a very professional department but a much healthier one as well.

We are currently putting out for bid the new ambulance which will keep us in line for our scheduled replacement to insure our citizen's continue to realize the best EMS service

ROBERT HERRON
JANUARY 17, 2014
Page Two

possible. Once again the City of Wheeling Fire Department has received 100% on its licensure review which reflects the level of training and service provided by our firefighters in the area of emergency medical services.

We have made adjustments in our fleet due to emergent need and temporarily replaced our Training Chief's vehicle with a used pick-up purchased through State auction and as my budget reflects we need to replace one of our staff vehicles and rotate our fleet to maintain reliable equipment.

The replacement of a Life Pac 12 is again listed due to the loss of three thermal imaging cameras of which became to most urgent need to be replaced.

The dive team known as the Wheeling Area Underwater Tactics Team comprised of Wheeling Firefighters, Wheeling Policemen, Ohio County Sheriff's Deputies and Benwood Firefighters have developed into a well trained and well equipped asset for our region. Continued support from all agencies involved will insure their continued readiness.

The Training Division is looking forward to enhancing our in-house training by looking at a program called "Go to Meeting" which we believe will not only increase our training ability but decrease our fuel costs.

Next year's budget increases are related to facility maintenance needs, certifications and training as well as a 5% wage increase for the employees.

As listed in Capital Improvements, the City of Wheeling faces challenges for its aging radio communication system which has reached the end of its maintenance serviceability. All City Departments will realize the effects. The City of Wheeling Fire Department has applied for grant funding through the American Fire Act Grant for its obligation of portable radios in the amount of \$422,300. We are hoping to hear sometime in February or early March if our efforts were successful. Note, this does not address the overall City infrastructure costs slightly exceeding \$1,000,000, but the new portables if realized due to their technology can function on the current infrastructure as well as the needed new one.

Over the next three (3) years through normal fiscal year budget, I plan on putting computers in all first response vehicles.

As always, I am proud to serve as Chief of the City of Wheeling Fire Department.

Respectfully submitted.

A handwritten signature in blue ink, appearing to read "Robert Herron", is written over the typed name.

CITY OF WHEELING
DEPARTMENTAL BUDGET REQUEST
FISCAL YEAR 2014 – 15

DEPARTMENT/DIVISION: WHEELING FIRE DEPARTMENT				DEPARTMENT/DIVISION HEAD: LARRY HELMS, CHIEF			
LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES (DECREASES)	APPROVED BY CITY MANAGER	
Fire Equipment Manager 001.4701.10.1216	\$ 44,974.00			\$ 47,222.00	\$ 2,248.00		
Fire Chief 001.4706.10.1220	\$ 72,828.00			\$ 76,469.00	\$ 3,641.00		
Sr. Staff Associate 001.4706.10.1317	\$ 28,652.00			\$ 0	\$ (28,652.00)		
Administrative Assistant 001.4706.10.1318	\$ 31,623.00			\$ 33,204.00	\$ 1,581.00		
Staff Associate 001.4706.10.1324	\$ 0	\$ 28,318.00		\$ 28,318.00	\$ 28,318.00		
Senior Equipment Mechanic 001.4706.10.1400	\$ 36,915.00			\$ 38,760.00	\$ 1,845.00		
Firefighter (20) 001.4706.10.1502	\$ 460,442.00			\$ 483,464.00	\$ 23,022.00		
Fire Engineer (34) 001.4701.10.1503	\$ 783,104.00			\$ 822,259.00	\$ 39,155.00		
Fire Lieutenant (19) 001.4706.10.1504	\$ 448,667.00			\$ 471,100.00	\$ 22,433.00		
Fire Captain (9) 001.4701.10.1505	\$ 257,088.00			\$ 269,942.00	\$ 12,854.00		

Fire Assist. Chief (6) 001.4706.10.1506	\$ 225,742.00			\$ 237,029.00	\$ 11,287.00	
Paramedics (12F-9P) 001.4706.10.1517	\$ 59,219.00			\$ 62,179.00	\$ 2,960.00	
Fire Chief Investigator 001.4706.10.1519	\$ 45,201.00			\$ 47,461.00	\$ 2,260.00	
EMT Supplemental Pay 001.4706.10.1521	\$ 54,000.00			\$ 54,000.00	\$ - 0 -	
Bonus/Attnd. Bonus 001.4706.10.1523	\$ 40,350.00			\$ 40,350.00	\$ - 0 -	
Certification Pay 001.4701.10.1536	\$ 7,540.00			\$ 7,540.00	\$ - 0 -	
Overtime 001.4706.10.1903	\$ 173,400.00			\$ 182,070.00	\$ 8,670.00	
Longevity 001.4706.10.1905	\$ 53,845.00			\$ 54,000.00	\$ 155.00	
Fire Pension 001.4706.10.1906	\$1,771,235.00			\$1,895,221.00	\$128,986.00	
Special Event Overtime 001.4706.10.1907	\$ 19,500.00	\$ 20,475.00 \$ 26/hr.		\$ 20,475.00	\$ 975.00	
Holiday 001.4706.10.1908	\$ 55,462.00			\$ 58,800.00	\$ 3,338.00	
Supp. Pension Contri. 001.4706.10.1910	\$ 250,000.00			\$ 250,000.00	\$ - 0 -	
Scheduled Overtime 001.4706.10.1913	\$1,173,000.00			\$1,231,650.00	\$ 58,650.00	
Eye-Dental-Life Ins. 001.4706.10.1920	\$ 78,678.00			\$ 81,260.00	\$ 2,582.00	
Hospitalization Ins. 001.4706.10.1921	\$ 920,701.00			\$	\$	

Medicare Contributions 001.4706.10.1924	\$ 58,698.00			\$ 61,861.00	\$ 3,163.00
Fire Station Rental 001.4706.20.2128	\$ 14,040.00			\$ 14,040.00	\$ 0
Insurance 001.4706.20.2134	\$ 170,000.00			\$ 178,500.00	\$ 8,500.00
Office Equip. Maintenance 001.4706.20.2145	\$ 4,500.00	\$ 5,500.00	\$ 2,000.00	\$ 7,500.00	\$ 3,000.00
Tech. Ref. Services 001.4706.20.2149	\$ 1,000.00			\$ 1,000.00	\$ 0
Training Schools 001.4706.20.2152	\$ 5,000.00	\$ 6,500.00	Go to Meeting	\$ 6,500.00	\$ 1,500.00
Travel Expenses 001.4706.20.2153	\$ 3,000.00			\$ 3,000.00	\$ 0
Radio Repair 001.4706.20.2155	\$ 30,400.00			\$ 30,400.00	\$ 0
Utilities 001.4706.20.2167	\$ 75,000.00			\$ 75,000.00	\$ 0
Worker's Compensation 001.4706.20.2171	\$ 80,963.00			\$ 85,326.00	\$ 4,363.00
Telephone-LD Chgs. 001.4706.20.2173	\$ 1,250.00			\$ 1,250.00	\$ 0
Firefighter Grant 001.4706.20.2271	\$ 0			\$	\$
Arson Investigation 001.4706.20.3101	\$ 2,000.00	\$ 4,000.00	Camera & related \$ 3,436.00	\$ 7,436.00	\$ 5,436.00
Equipment Maintenance 001.4706.20.3116	\$ 12,000.00			\$ 12,000.00	\$ 0
Fire House Repair 001.4706.20.3120	\$ 25,000.00	\$ 30,000.00	Drive/Ramp/10-11 \$ 7,000.00	\$ 37,000.00	\$ 12,000.00

Postage 001.4706.20.3146	\$ 800.00			\$ 800.00	\$ 0	
Ambulance Oper. Expense 001.4706.20.3235	\$ 42,300.00	\$ 43,800.00	Cost Increase of Re-certifications	\$ 43,800.00	\$ 1,500.00	
Public Service Training Exp. 001.4706.20.3236	\$ 0	\$ 6,000.00		\$ 6,000.00	\$ 6,000.00	
Clothing Allowance 001.4706.30.2112	\$ 24,000.00			\$ 24,000.00	\$ 0	
Hydrant Rental 001.4706.30.2131	\$ 145,000.00			\$ 145,000.00	\$ 0	
Furniture and Bedding 001.4706.30.3122	\$ 5,000.00	\$ 7,000.00		\$ 7,000.00	\$ 2,000.00	
Gas-Diesel-Oil 001.4706.30.3124	\$ 100,000.00			\$ 100,000.00	\$ 0	
Hose-Other Material 001.4706.30.3126	\$ 12,000.00			\$ 12,000.00	\$ 0	
Miscellaneous Materials 001.4706.30.3133	\$ 11,000.00			\$ 11,000.00	\$ 0	
Office Supplies 001.4706.30.3135	\$ 16,000.00	\$ 18,000.00		\$ 18,000.00	\$ 2,000.00	
Parking Authority 001.4706.30.3136	\$ 4,900.00			\$ 4,900.00	\$ 0	
Fire Prevention Supplies 001.4706.30.3160	\$ 1,500.00			\$ 1,500.00	\$ 0	
Vehicle Maintenance 001.4706.30.3183	\$ 70,000.00	\$ 80,000.00	TIG Welding \$ 2,300.00	\$ 82,300.00	\$ 12,300.00	
Firefighting Equipment 001.4706.30.3234	\$ 40,000.00			\$ 40,000.00	\$ 0	
Dive Team Equip./Supplies 001.4706.	\$ 0	\$ 2,648.00	\$ 2,648.00	\$ 2,648.00	\$ 2,648.00	

Contribution to CERF 001.4706.50.5126	\$ 20,000.00						\$ 20,000.00	\$ 0	

**CITY OF WHEELING
DEPARTMENTAL BUDGET REQUEST
FISCAL YEAR 2014 – 15**

**DEPARTMENT: FIRE
DIVISION:
FUND:**

PROGRAM/PROJECT	COST	PRIORITY*	JUSTIFICATION/EXPLANATION
REPLACEMENT OF CHIEF'S VEHICLE	\$ 30,000.00	1	This unit will be moved down in the fleet to replace the staff 2007 Crown Vic transferred from WPD.
REPLACE LIFE-PAC 12 WITH 15	\$ 35,625.00	2	Replace Life Pac 12 on Squad 3 with current technology of Life Pac 15
REPLACE LOCKERS AT HEADQUARTERS	\$ 7,500.00	3	Lockers are badly deteriorated
REAR ROOF @STATION 2, 801 MAIN STREET	\$ 7,250.00	4	This portion was not addressed when the main roof was replace nine (9) years ago
THERMAL IMAGING CAMERA FOR STATIONS 9, 5 AND 4	\$ 45,000.00	5	Provide each 1 st Response unit with TIC capability
REPLACEMENT OF PORTABLE RADIOS	\$442,300.00	6	Current portables beyond their maintenance serviceability

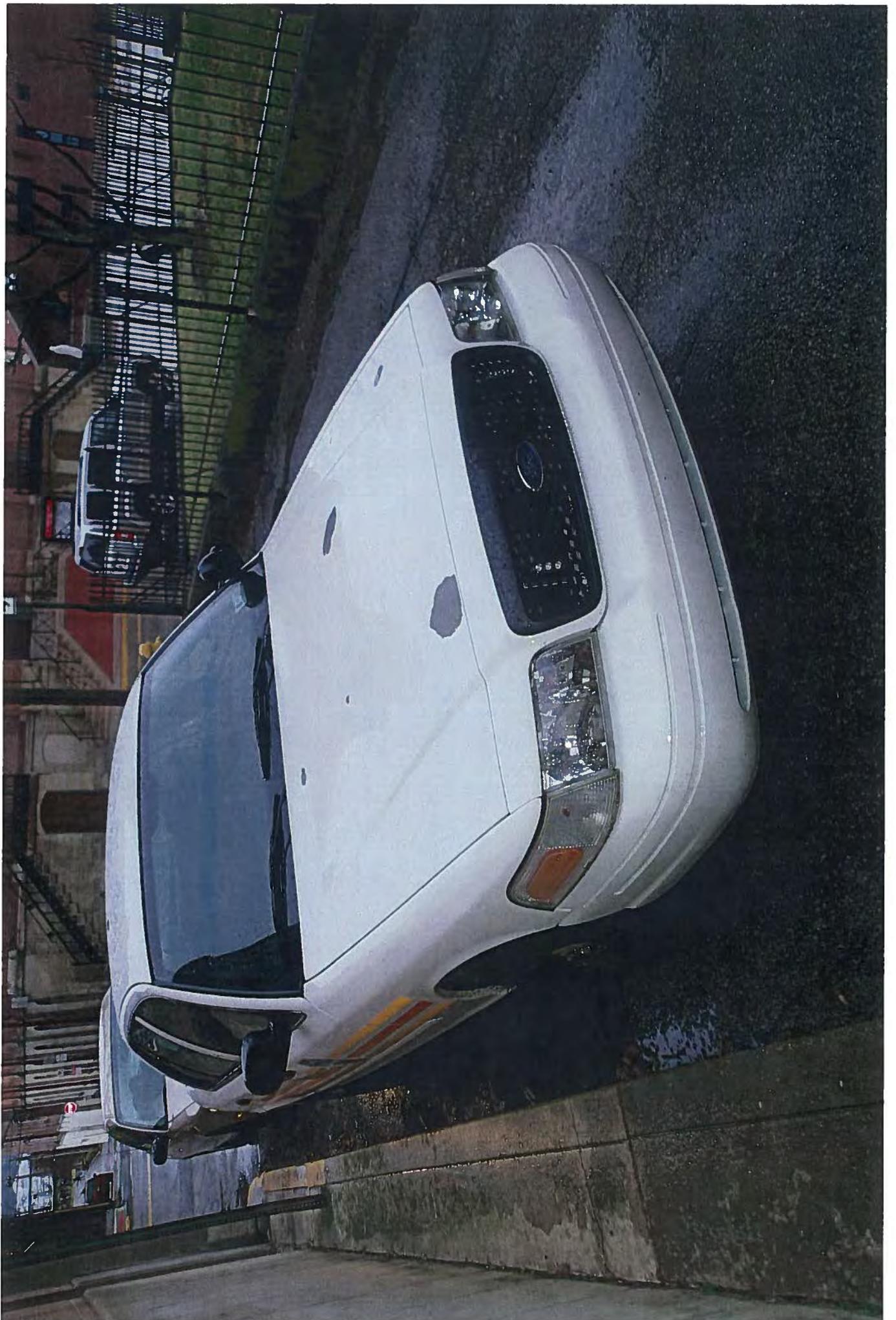
* Number the priorities starting with 1 being the first priority, 2 the second priority and so on. There should only be one item per priority.

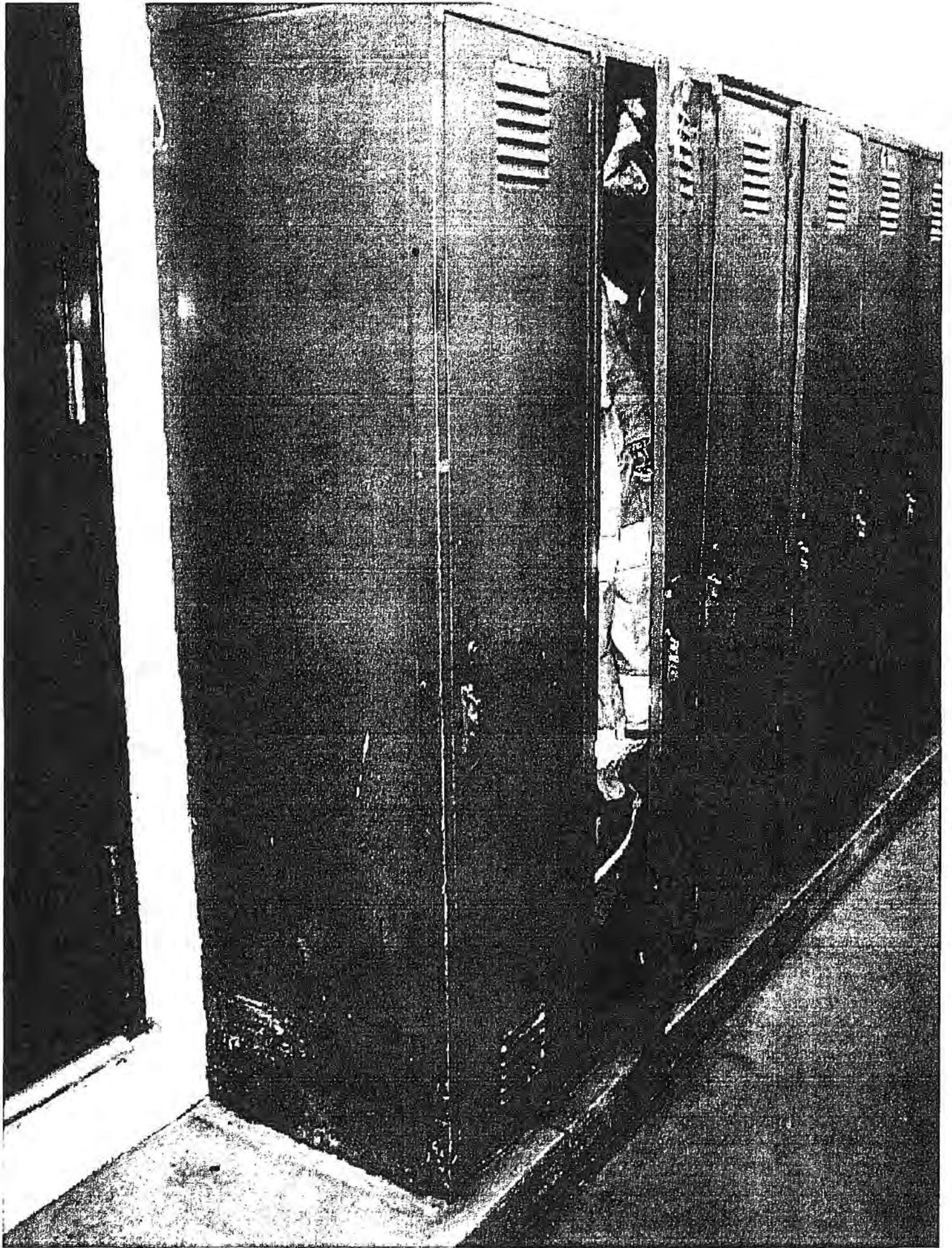
**CITY OF WHEELING
CAPITAL EQUIPMENT OUTLAY SCHEDULE
FISCAL YEAR 2014 – 15**

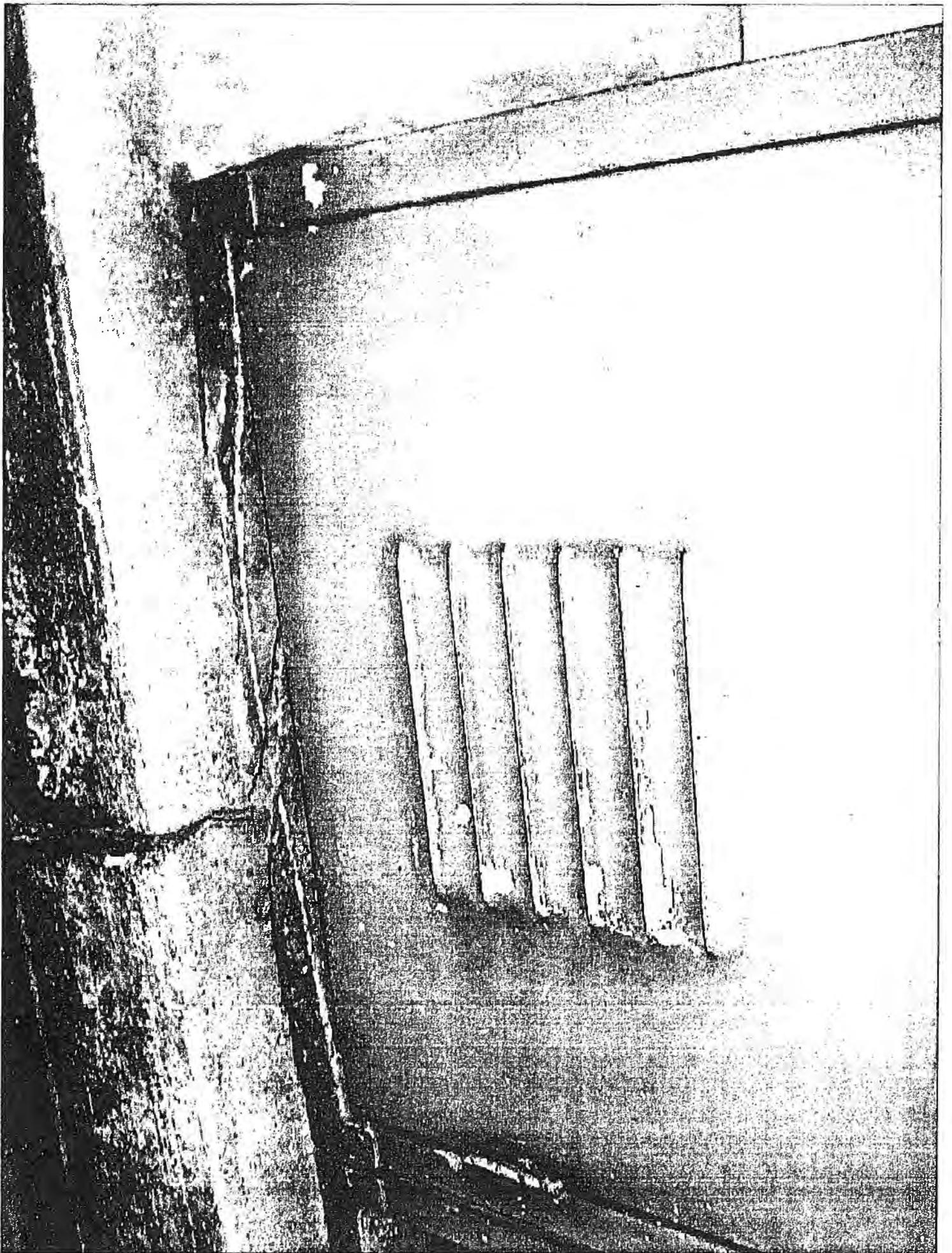
**DEPARTMENT FIRE
DIVISION:
FUND:**

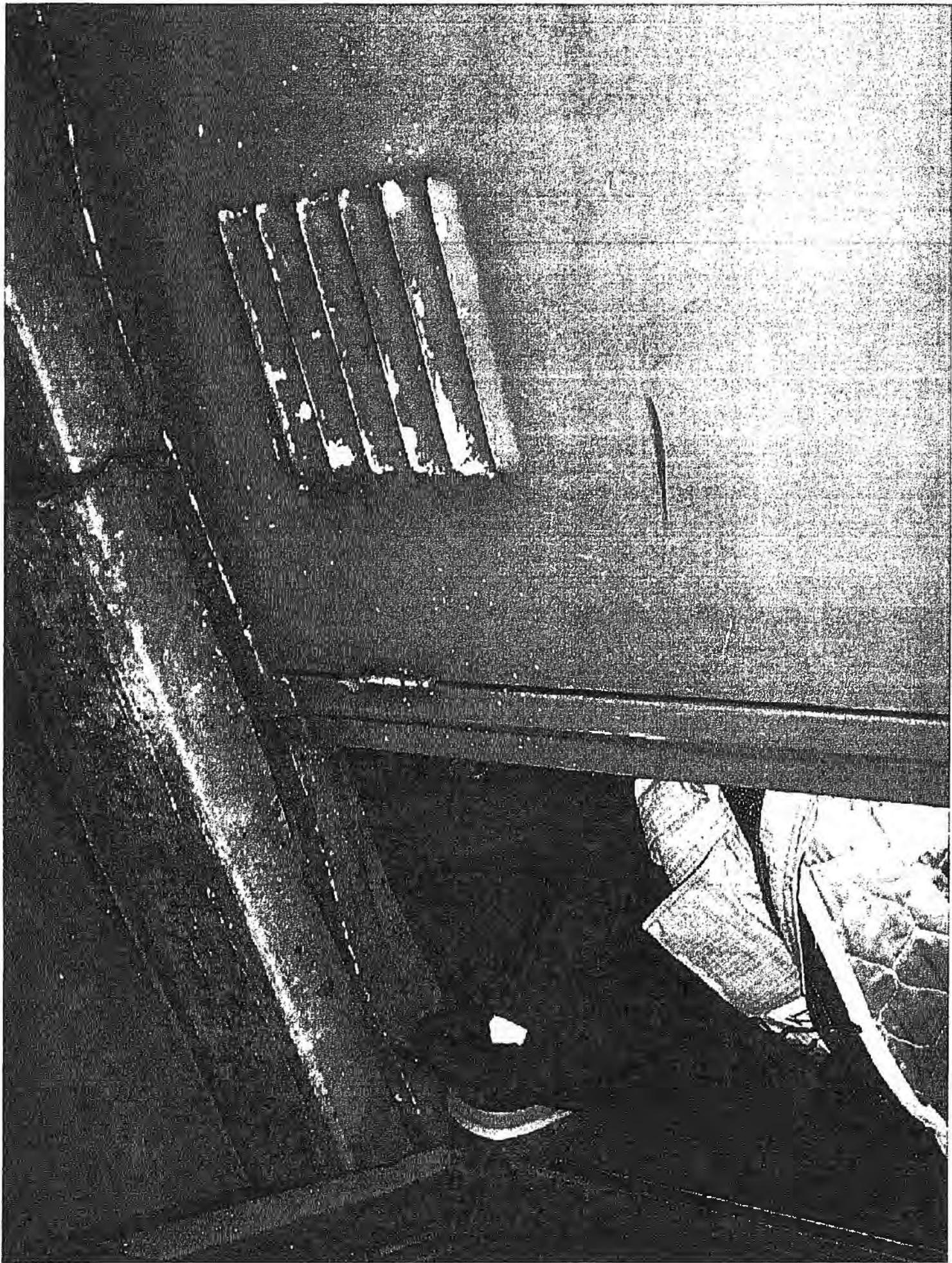
DESCRIPTION	NO. OF UNITS	UNIT COST	TOTAL COST	TRADE IN VALUE	NET COST	PRIORITY*	JUSTIFICATION/EXPLANATION
1	2	3	4	5	6	7	8
REPLACEMENT OF CHIEF'S VEHICLE	1	\$30,000	\$30,000	N/A	\$ 30,000	1	This unit will be moved down in the fleet to replace the staff 2007 Crown Vic which was transferred from WPD
REPLACE THE LIFE PAC 12 WITH A LIFE PAC 15	1	\$35,625	\$35,625	\$3,500	\$ 35,625	2	Replace Life Pac 12 on Squad 3 with the current technology of a Life Pac 15. This will allow for uniformity. All three in-service squads will have current and like equipment.
REPLACE LOCKERS AT HEADQUARTERS	24	\$312.50	\$ 7,500	N/A	\$ 7,500	3	Lockers are badly deteriorated.
REAR ROOF STATION 2 - 801 MAIN ST.	1	\$ 7,250	\$ 7,250	N/A	\$ 7,250	4	This portion was not addressed when the main roof was replaced nine (9) years ago
THERMAL IMAGING CAMERAS (TICS)	3	\$15,000	\$45,000	N/A	\$ 45,000	5	This would provide each 1 st responding unit with TIC capabilities
REPLACE PORT-ABLE RADIOS	100	\$4,423	\$442,300	N/A	\$442,300	6	Current portables beyond their maintenance serviceability.
TOTAL							

* Number the priorities starting with 1 being the first priority, 2 the second priority and so on. There should only be one item per priority.











WHEELING FIRE DEPARTMENT

2126 Market Street • Wheeling, WV 26003

Larry Helms, Chief of Department



MEMORANDUM

TO : ROBERT HERRON, CITY MANAGER

FROM : Larry Helms, Chief of Department

DATE : January 17, 2014

SUBJECT: NEW LINE ITEM FY/2014-2015 BUDGET

I respectfully request a new line item for the Wheeling Area Underwater Special Tactics Team. This is a multi-agency effort which was equipped 100% through grant funding.

During the past three years over \$300,000 in equipment has supported a highly trained and well equipped team comprised of the Wheeling Fire Department, Wheeling Police Department, Ohio County Sheriff's Department and Benwood Volunteer Fire Department.

There are annual costs associated to continue this effort which will need to be financed through all involved. Marshall County EMA has tentatively agreed upon \$2,958 per year in assistance. (MOUs are being drafted.)

The Police Department and Fire Department are requesting support of this venture and is reflected in our FY/2014-2015 budget request. Halt the cost to each Department is outlined below.

Maintenance	\$ 500.00
PSDA Recert	\$ 290.00
Beacon Lights	\$ 150.00
Camera	\$ 289.00
Camera Mounts	\$ 50.00
Training Mannequins	\$ 792.00
Ropes & Equipment	\$ 97.00
Incidentals	\$ 500.00
Total	\$2,648.00

Fire & Arson Division Fiscal Year 2014 Budget Proposal

Chief,

Please find the following proposed budgetary expenses for the Fire & Arson division, fiscal year 2014. I will provide detailed explanation of the line items at your request.

1. Duty Uniforms (included in Fire Dept. line item)	\$600.00
2. Training (will be eliminated in approximately two years after both Investigators have completed National Fire Academy courses)	\$2000.00
3. Ammunition (for training and duty, per WPD Specifications: Three men/ Bi-Annual Qualification as currently provided by Wheeling Police Department)	\$855.00
4. Evidence Collection Equipment (capital improvement)	\$500.00
5. Nikon D600 FX-Full Frame DSLR camera with spare battery, lenses and external flash (capital improvement)	\$3436.00
6. International Association of Arson Investigators membership (two investigators renewable every three years)	\$150.00
7. IAAI-FIT certification (two men renewable every three years)	\$180.00

Total: \$7721.00

I would like to note that the budget proposal for the Digital Single Lens Reflex camera may seem exorbitant; however, the purchase would be a capital expenditure. As a result of *Daubert v. Merrell Dow Pharmaceutical*, 509 U.S. 579 (1993), investigators are being held to higher levels of scrutiny by the Courts. It is imperative that we follow NFPA 921 while conducting our investigations; NFPA 921 15.2 goes into great detail regarding photographic documentation.

As investigators, we rely on photography more than any other type of evidence collection. Photographic images portray the scene better than words; they are the most efficient reminders of what the investigator saw while at the scene. Patterns and objects that were overlooked at the scene may become evident. More importantly, photographs can substantiate the investigator's reports and statements. As such, the role of photography in a fire investigation requires

equipment that will provide a level of detail, often times exceeding that required by a Detective.

One could arguably state that a sufficient level of photographic detail could be obtained with less costly equipment. However, it goes without saying that the environment in which we conduct investigations is not conducive to the longevity of consumer grade photography equipment. Consumer grade camera body construction is of light weight plastic, offering no impact or weather resistance. For our purposes, this camera would be a specialized piece of equipment, no less important than a thermal imaging camera or a piece of monitoring equipment.

I would also like to point out that much of my budgeted proposal includes costs which have historically been accounted for within our budget, non-specific to the Bureau of Fire Investigation. Taking these facts into account, the proposal is well within what has historically been budgeted for Investigations.

Sincerely,

A handwritten signature in black ink, appearing to read "David M. Holeczy". The signature is fluid and cursive, with a large initial "D" and "M".

David M. Holeczy, Chief Investigator
18 December 2013



MOTOROLA SOLUTIONS

Quote Number: QU0000240306

Effective: 18 JUL 2013

Effective To: 16 SEP 2013

Bill-To:

WHEELING, CITY OF
1500 CHAPLINE ST
WHEELING, WV 26003
United States

Ultimate Destination:

WHEELING FIRE DEPARTMENT
2126 MARKET STREET
WHEELING, WV 26003
United States

Attention:

Name: Larry Helms
Phone: 304.234.3776

Sales Contact:

Name: Chip Calissie
Email: ccalissie@staleycom.com
Phone: 800.999.3723

Contract Number: HARRISON COUNTY, (WV)

Freight terms: FOB Destination

Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	100	H98UCF9PW6AN	APX6000 700/800 MODEL 2.5 PORTABLE	\$2,200.00	\$1,760.00	\$176,000.00
1a	100	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$412.00	\$41,200.00
1b	100	QA01749AB	SW KEY SUPPLEMENTAL DATA	-	-	-
1c	100	QA00779AB	ALT: BASIC CARRY HOLDER (PMLN5709)	\$29.00	\$23.20	\$2,320.00
1d	100	H301CN	DEL: DELETE BELT CLIP/ BASIC CARRY HOLDER	\$-10.00	\$-8.00	\$-800.00
1e	100	HA00022AB	ENH: SFS COMPREHENSIVE	\$228.00	\$228.00	\$22,800.00
1f	100	QA02006AA	ENH: APX6000XE RUGGED RADIO	\$800.00	\$640.00	\$64,000.00
1g	100	QA01427AB	ALT: HIGH IMPACT GREEN	\$25.00	\$20.00	\$2,000.00
1h	100	H38BT	ADD: SMARTZONE OPERATION	\$1,200.00	\$960.00	\$96,000.00
1i	100	Q361AR	ADD: P25 9600 BAUD TRUNKING	\$300.00	\$240.00	\$24,000.00
1j	100	QA00583AC	ADD: ENABLE BLUETOOTH SOFTWARE	\$150.00	\$120.00	\$12,000.00
2	100	WPLN7080A	IMPRES CG SU APX7000 US/NA/CA/LA	\$125.00	\$96.25	\$9,625.00
3	6	NNTN7073B	IMPRES MULTI UNIT CHARGER WITH DISPLAYS US/NA/CA/LA	\$1,350.00	\$1,039.50	\$6,237.00
4	100	NNTN8203A	IMPRES XE RSM, GREEN	\$335.00	\$257.95	\$25,795.00
5	10	WADN4190B	EAR RCVR W/COIL CBL&3.5MM PLUG	\$43.00	\$33.11	\$331.10
6	5760	SVC03SVC0123D	SUBSCRIBER INSTALL - SVCR LOCATION	\$1.00	\$1.00	\$5,760.00

Total Quote in USD

\$487,268.10

THIS QUOTE IS BASED ON THE FOLLOWING:

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.