



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Special Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, November 6, 2024**
Meeting Time: **To Immediately Follow Workshop**

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on the subject matter of the Special Meeting. Statements shall be limited to five minutes.

6. NEW BUSINESS
 - A. REPROGRAM FIRE & RESCUE AMBULANCE FY2025 CIP APPROPRIATION TO FIRE & RESCUE LIGHT RESCUE VEHICLE AND AUTHORIZE PURCHASE OF LIGHT RESCUE VEHICLE
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE TO OCCUR ON NOVEMBER 13, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

7. ADJOURNMENT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

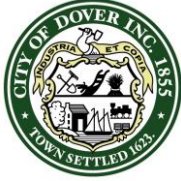
- WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Capital Reserve (Non-Debt) Financing authorization for certain Fire & Rescue department CIP projects; and
- WHEREAS: The FY2025 CIP Non-Debt Financing authorization included a \$450,000.00 appropriation for the purchase of an Ambulance to be financed through the use of the City General Fund Capital Reserve; and
- WHEREAS: The Fire & Rescue department has determined at this time the purchase of a Light Rescue Vehicle in lieu of an Ambulance is more effective and efficient for department operations, particularly since lead time for acquiring fire and rescue vehicles take more than a year and a Light Rescue Vehicle is currently available for purchase; and
- WHEREAS: The Fire & Rescue department, after a significant search and evaluation, has located one available Light Rescue vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC, and the city has conducted vehicle purchases with this vendor in the recent past; and
- WHEREAS: Per 5-29A, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures for Sole-source purchases where the proposed purchase is manufactured or provided by only one entity or service provider; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$450,000.00 of unexpended appropriations is hereby reprogrammed from the Fire & Rescue – Ambulance CIP project to the Fire & Rescue Light Rescue Vehicle Project as presented in the table below. The Finance Director is authorized to transfer the funds from the City General Fund Capital Reserve Fund up to the amount listed in the table below.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4025.1.220.42220.4743.02252.25.000.000.700	Fire & Rescue - Ambulance	450,000.00	(450,000.00)	0.00
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	0.00	450,000.00	450,000.00
		450,000.00	0.00	450,000.00

FURTHER BE IT RESOLVED THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Sugarloaf Ambulance Rescue Vehicles LLC of Alfred, Maine for a Light Rescue Vehicle in the amount, not to exceed, \$360,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein. The amount of this authorization shall be limited so as not to exceed available funding.



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Financing

Account	Description	Appropriation	Balance
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	450,000.00	450,000.00

NOTE: This resolution reprograms appropriations and authorizes additional appropriations, and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage. Vote may occur at same meeting as the public hearing.

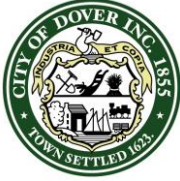
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



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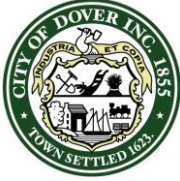
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



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RESOLUTION BACKGROUND MATERIAL:

This resolution reprograms \$450,000.00 of appropriations from an existing Fire & Rescue Department Ambulance purchase CIP project to Fire & Rescue Light Rescue Vehicle purchase. The City Council previously authorized the appropriations in the FY2025 CIP for Ambulance purchase on December 13, 2023. This resolution does not authorize an increase in the indebtedness of the city. The appropriations in this resolution are funded by the City General Fund Capital Reserve.

Over the past month or more the Fire & Rescue department conducted vehicle inspections on all their apparatus. Although this work was done for state inspections purposes, the department also evaluated the safety and efficiency of their fleet at the same time.

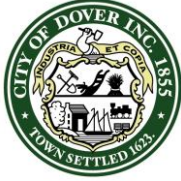
The outcome of the inspections was not good news. The ambulances are reaching end of life quicker than anticipated due to increased call volume. With every challenge is opportunity, and the Fire & Rescue department realizing these challenges, put together a plan that begins to address these needs without increasing the cost that is outlined in the CIP. The department recently completed the review and suggested changing how ambulance and apparatus replacement has been proposed to not only combat these challenges, but save \$1,500,000 in the proposed CIP at the same time.

The immediate need is to replace the current 1996 Hackney Rescue that has mechanical problems, structural rot, and pumps noxious fumes into the cab, making the vehicle unreliable, and a real safety concern. By taking advantage of modern technology, upgrading the department's large outdated rescue equipment, and adjusting how the department responds, without a degradation in capabilities and/or services, the department can purchase a smaller more efficient vehicle. We propose coupling these changes with the purchase of a left-over demonstrator (demo) Rescue vehicle that is currently available. The cost of the new vehicle and equipment would be approximately \$450,000 which represents a \$1,000,000 reduction in the cost of the Rescue vehicle replacement as outline in the proposed CIP.

To realize these savings, fund the immediate purchase of the demo Rescue vehicle, and capture another \$500,000 in savings, we would change the how we replace our ambulances (that are aging faster than expected we expected). We would re-mount/re-chassis some of them rather that totally replacing all of them. This allows the department to reprogram the \$450,000 approved in the FY 25 (Reserve Funded) CIP for an ambulance replacement.

The plan to change from purchasing completely new ambulances to re-mount/re-chassis will be fully explained during the upcoming CIP process. Overall, this will save \$1,500,000 in the six-year CIP plan and allow the department to replace the problematic Rescue and expedite the replacement of some of the problematic ambulances by a couple years.

To accomplish the plan the department must secure the only demo Rescue vehicle they have found that is available and meets department needs. As with most discounted demo purchases, time is of the essence, as the dealer has a waiting list to buy this vehicle if the City does not secure the purchase immediately. The demo Rescue vehicle is to be purchased through Sugarloaf Ambulance Rescue Vehicles, LLC for \$360,000. The equipment needed to make the Rescue vehicle work for the city will cost \$ 90,000. This is the basis for



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reprogramming of funds \$450,000 Request. The Fire & Rescue department presents this plan in an effort to ensure a state of readiness and to be fiscally responsible.

Over the past month the Fire & Rescue department has spent countless hours researching, searching for and making calls to find a light duty rescue vehicle that would allow the department to replace the unsafe and unreliable medium duty rescue it currently has. As with most items in the this “just in time” manufacturing world there are not many stock/demo units available anywhere. The lead times on a new build is between 2 – 4 years and the cost escalations built into contracts are quite significant.

The Fire & Rescue department reached out to manufactures across the country, resulting in 9 companies that had a stock/demo vehicle or could have a vehicle within 30 – 36 months. That resulted in one vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC to be determined as the best option. Once the proposed vehicle was located a team from Dover Fire & Rescue drove to Long Island NY, which was where the unit was located to give it a thorough inspection to ensure quality, value and to see it would meet the needs of the city and the department.

The city has conducted vehicle purchases with Sugarloaf Ambulance Rescue Vehicles, LLC in the recent past. On July 27, 2022 the City council approved the purchase of two ambulances from Sugarloaf Ambulance Rescue Vehicles, LLC.

Award Information: A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	11/30/2024	Estimated Delivery:	Immediately
Recommended Award to:	Sugarloaf Ambulance Rescue Vehicles, LLC	Fund:	FY2025 CIP
Other Approvals Required:	N/A	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.