



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES
WORKSHOP MEETING AGENDA

MEETING DATE: March 28, 2023
AGENDA ITEM SECTION: Discussion
AGENDA ITEM NO. : 3
AGENDA ITEM: Fire Studies
ITEM BACKUP DOCUMENTATION: 1. Memorandum & attachments dated March 23, 2023 from Joseph Giuliano/Assistant Fire Chief to Mayor Vincent Rossillo and the Board of Trustees

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Dobbs Ferry Fire Department

112 Main Street PO Box 95, Dobbs Ferry, NY 10522

Non-Emergency # 914 693-0310

Fax # 914 693-0996



Livingston Hose Company #1

Ogden Engine Company #1

Resolute Hook & Ladder Company #1

To: Mayor Vincent Rossillo and Board of Trustees

CC: Richard Leins, Interim Village Administrator
Elizabeth Dreaper, Village Clerk

From: Joseph Giuliano, Assistant Fire Chief

Subject: Fire Department Study Proposal

Date: March 23, 2023

A few months ago the Fire Department approached the Board of Trustees about our current facilities, and what we will need to continue to effectively and efficiently provide the high level of service that this Village deserves.

Under your direction, we were instructed to find a company to provide a Fire Department Study to address all of our current facilities, and future needs. We have received three proposals from the following companies regarding this study.

Emergency Vehicle response provided a proposal for the study for the amount of \$22,800
H2M Architects + Engineers provided a proposal for the study for the amount of \$29,500
Mitchell Associates Architects provided a proposal for the study for the amount of \$46,000

After reviewing all three proposals, we are recommending using Emergency Vehicle Response to perform the study. Their proposal covered all of the areas we wanted to address. They have done studies for other departments in the area and are well renowned around the fire service.

We thank you for your time and consideration regarding this matter, and we look forward to discussing it with you. Please let me know if you have any questions.



Asst. Chief Joseph Giuliano
Dobbs Ferry Fire Department
112 Main Street
Dobbs Ferry, New York 10522
RE: Fire Protection Evaluation

February 13, 2023

In accordance with my discussions with you and the Dobbs Ferry Fire Department, please find the proposal of Emergency Vehicle Response to conduct a Fire Protection Study for the Village of Dobbs Ferry and the Dobbs Ferry Fire Department. This proposal covers those areas that were highlighted during our conversation. There is also a timetable for the evaluation of the fire protection assets in Dobbs Ferry Fire Department and a tendered report. We have identified those specific areas that will be reviewed together with a firm cost to complete these fire protection engineering services.

We thank you for the opportunity to offer this proposal to the Village of Dobbs Ferry and the Dobbs Ferry Fire Department for this very important work. We look forward to working with you, the fire department, and the village.

Sincerely yours,
Michael K. Wilbur
Emergency Vehicle Response



PROPOSAL FOR THE VILLAGE OF DOBBS FERRY DOBBS FERRY, NEW YORK

Overview:

At the request of Asst. Chief Joseph Giuliano of the Dobbs Ferry Fire Department, Emergency Vehicle Response was contacted to provide the Village of Dobbs Ferry and the fire department with a fire department review and fire protection analysis. The parameters for the fire department analysis have been segregated into specific areas to develop the scope for this fire protection engineering review. The following areas will be addressed during the study:

- 1.0 Fire Station Location Analysis
- 2.0 Fire Apparatus Response Patterns
- 3.0 Fire District Staffing Requirements
- 4.0 Fire Flow and Water Supply Requirements
- 5.0 EMS and the Fire Department

The Fire Protection Study for the fire department includes Fire Station Location Analysis, Fire Apparatus Response Patterns, Fire Department Staffing, Fire Flow, Water Supply Requirements, and the effects of EMS on the Fire Department. The field analysis for the Fire Protection Study will take approximately three to five days to gather all the required data. Upon completion of all required fieldwork and office review, a draft copy of the report will be transmitted to the Asst. Fire Chief Joseph Giuliano. Along with the draft, an invoice for the Fire Protection Study will be tendered to the village, that invoice is payable upon receipt and prompt payment is greatly appreciated. Upon review of the draft report for factual accuracy, a final report will be sent, and ten (10) copies will be delivered to the Fire Department and the village. After acceptance of the final report, one (1) Workshop session will be conducted with the Fire Department and the Village of Dobbs Ferry officials within 60 days to assist in the implementation of the recommendations and concepts outlined in the report.



1.0 Fire Station Location Analysis

The existing fire stations, facilities, and locations will be evaluated with respect to age, condition, site, structural conditions, and ability to meet the present and future apparatus housing requirements. The analysis will consider the ability to expand or renovate the present fire stations as well as potential fire station site locations for additional stations or new station coverage. The present Fire Station locations for each fire company will be reviewed as a possible partner in combining services in a new station.

2.0 Fire Apparatus Response Patterns

Fire apparatus response patterns will be evaluated for conformance with the Insurance Services Office and NFPA. The review will include evaluation of incident assignments, apparatus response routes, and response times. Additional alarm response assignments and special unit response will be reviewed and evaluated for all areas that the fire department covers.

3.0 Fire District Staffing

Fire apparatus staffing will be evaluated as it relates to Insurance Services Office (ISO) and NFPA, against the fire department's ability to respond with the proper amount of equipment and manpower in the proper time frame. The college will be explored as a possible staffing pool, along with forming duty crews. Response patterns of Volunteer Firefighters will also be reviewed.

4.0 Fire Flow and Water Supply Requirements

Goals for water flow delivery for all areas that the fire departments cover will be developed with recommendations made in specific areas to improve water supply. Also, Water flow and fire attack capabilities on the fire ground will be evaluated against the present apparatus and hose compliments.

5.0 Fire Department and EMS

Evaluate the EMS delivery system and the effect that the EMS system has on Fire Departments Operations and Staffing. Analysis of EMS resource distribution and response times as it relates to the Fire Department. Recommendations to improve the EMS and fire department's delivery systems will be made.



ENGINEERING COSTS:

Below are the costs for engineering services to perform the evaluation in accordance with the proposal. These costs would be payable according to the following schedule:

The Fire Protection Study would be completed with the anticipated completion date for the draft report during the summer of 2023. The final report is anticipated to be in the hands of the Fire Departments and village officials before July 1st, 2023.

One hundred percent (100%) of fire protection review costs would be payable upon receipt of the draft Fire Protection Evaluation report to the Fire Department and Village of Dobbs Ferry officials. The cost for this report, with one (1) Workshop meeting scheduled and completed within 60 days upon receipt of the final report are as follows:

Twenty-two thousand eight hundred dollars (\$22,800.00)

The following proposal is acceptable to Village of Dobbs Ferry. The Village of Dobbs Ferry agrees to pay the above amount for the services of Emergency Vehicle Response.

Village of Dobbs Ferry

Emergency Vehicle Response

Date

Date