



**Division 02** **Apparatus and Equipment**

**Chapter 40 - Apparatus Acquisition and Major Apparatus Repairs**

February 2009

**POLICY**

This General shall provide 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.

**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 repair.

**Specialty Vehicles** - Vehicles, trailers, or combination units used for emergency operations to deliver Fire/EMS services within Prince George's County.

**Apparatus Review Committee** - A committee established by the Fire Chief 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 Lieutenant Colonel for Support Services, the Manager of Apparatus Maintenance, the Safety Officer, representatives from the Fire Commission,

Local 1619, the Prince George's County Fire and Rescue Association, Emergency Operations, 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.

**PROCEDURES**

**1. General Provisions**

The Apparatus Review Committee shall develop the minimum apparatus requirements, which will 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 under the Department.

**2. Newly Acquired Apparatus**

Irrespective 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 prior to responding on any emergency operation calls. Apparatus that is not approved shall be prohibited from responding on emergency operation 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

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.

**3. Major Apparatus Repairs/Maintenance**

Apparatus repairs meeting the following criteria shall require the Apparatus Review Committee to make recommendations to the Fire Chief regarding repairs or deadlining the apparatus:

- Apparatus in need of major repairs. Major repairs are to be defined as any

apparatus that is within 5 years of its recommended replacement cycle:

- 15 years for Engines
- 15 years for Squads
- 20 years for Aerial Apparatus
- 25 years for Specialty Equipment

- Repair costs are over 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. 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.

The Apparatus Review Committee may periodically request information from Volunteer Corporations to determine the original cost of the apparatus. If the information can not 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