

**Capital Improvement Plan  
Fiscal Year 2014-2015 through 2018-2019  
Project Description**

**I. Requesting Department:** Fire and Rescue

**II. Project Title:** Quick Response Utility Vehicle For Station 21

**III. Project Description:**

To obtain a quick response/utility vehicle to be used by Fire Station 21 personnel.

**IV. Project Justification:** (What need is being met, how does this project addresses the need?)

The Town began staffing Fire Station 21 in 2006. At that time, there was no vehicle purchased to use for service calls and responses to areas where a fire engine was not capable of responding, such as the beach or off road areas. In addition to requiring a vehicle that can respond to offroad incidents, there is a need for a reliable utility vehicle capable of transporting equipment, supplies, and people on a regular basis as well as having a reliable vehicle for travel for training capable of transporting the necessary support equipment.

**V. What Board Goals Does This Project Meet?**

- Fiscally Responsible
- Clean/Green Environment
- Supportive Infrastructure
- Livable Neighborhoods
- Choose an item.
- Choose an item.

**VI. Project Location:** (Attach a map if applicable)

Fire Station 21

**VII. Department Priority:** (Choose One) Does the requested project:

- |  |   |                             |
|--|---|-----------------------------|
| a. Correct an unsatisfactory level of service? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| b. Maintain a current level of service?        | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |
| c. Increase a level of service?                | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |
| d. Represent a "vision"?                       | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |

**VIII. Departmental Rank:** (Prioritize your request in relation to other departmental project request)

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**IX. Project Alternatives:**

Find a suitable vehicle currently in the Town fleet that would be reliable for offroad emergency response. Continue to use the National Park Service Brush Truck, borrow the Station 16 utility vehicle, or obtain a service life extension on an Ocean Rescue vehicle for utility purposes.

**X. Project Dependency:**

This project is dependent on funding provided in this Capital Improvement Plan because there are no alternative funding sources.

**XI. Negative Impacts:**

Cost

**XII. Other Considerations:**

State of North Carolina contract vehicle acquisition contract availability and competitive bidding will likely provide a reasonable cost estimate for this basic vehicle.

**CAPITAL IMPROVEMENT PROGRAM  
ITEM/PROJECT DESCRIPTION FORM**

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**XIII. Additional Funding Sources:**

Are there grants or additional funds which might be used in conjunction with the CIP to fund this project:

Yes  No  If YES, describe:

**XIV. ESTIMATED COSTS**

<b>a. Capital/ One Time Costs</b>	<b>Description of Capital/One Time Costs</b>	<b>Cost (Round to Nearest \$)</b>
	Acquisition of Extended Cab Pickup Truck for Fire Station 21	\$ 34,000
	<b>TOTAL Capital (One Time Costs)</b>	<b>\$ 34,000</b>
<b>b. Continuing Annual Operating Costs</b>	<b>Description of Continuing Annual Operating Costs</b>	
	Annual Maintenance	\$ 500
	Annual Insurance	500
	<b>TOTAL Continuing Annual Operating Costs</b>	<b>\$ 1,000</b>

**XV. Fiscal Year Requested:**

**FY 2014-2015**

**Priority Recommendation:** (By CIP Committee)

**Capital Improvement Plan  
Fiscal Year 2014-2015 through 2018-2019  
Project Description**

**I. Requesting Department:** Fire and Rescue

**II. Project Title:** Portable Fire Extinguisher Training Tool

**III. Project Description:**

This project recommends funding to acquire a portable live fire extinguisher training tool for public fire prevention education. Nags Head Fire Rescue provides excellent community fire and life safety education, supporting a safe and livable environment. When citizens are trained properly on their use, fire extinguishers provide a safer method for extinguishing small fires as opposed to allowing an incipient fire to develop into a larger conflagration, potentially threatening life and property. Fortunately, fire extinguisher training equipment utilizing clean burning propane and compressed air/water suppression agents now exist. This equipment is a valuable public fire prevention training tool, instructing citizens, firefighters, and Town employees how to employ proper fire suppression methods involving a trash can, stove-top, paint locker or electric motor. Using this tool, there is no added cost, respiratory hazards, or clean-up typically associated with using dry-chemical or carbon dioxide extinguishers for training.

**IV. Project Justification:** (What need is being met, how does this project address the need?)

While fire education in Nags Head is diverse and effective, firefighters currently use a low tech burn pan and combustible fuel accelerant to provide the training. The current process is less controlled, weather dependent, expensive, and exposes users/trainers/property to hazards from burning materials and products of combustion. Suitable outdoor space for live burn training is limited to open areas, and the programs often require the trainees to travel to the Fire Department to complete the extinguisher training. Carbon dioxide and dry chemical extinguishers release chemicals into the environment every time we instruct. Using in-service fire extinguishers is realistic; however their use requires potentially life-saving equipment to be taken out of service. We then incur the expense of recharging extinguishers after every training session. Requests for public fire extinguisher training are increasing, and the fire extinguisher simulation exercise at the annual Nags Head Fire Prevention Youth Night is a popular attraction. Currently in this fiscal year, we have instructed 69 individuals in fire extinguisher use and anticipate increased marketing of this program if we can acquire the proper equipment. The project will help provide effective and immediate emergency response to mitigate hazards, prevent fatalities, injuries, and property loss, enhance our public fire prevention outreach programming, and enable citizens, businesses and governmental employees to more safely use fire extinguishers.

**V. What Board Goals Does This Project Meet?**

- Business Friendly
- Supportive Infrastructure
- Clean/Green Environment
- Livable Neighborhoods
- Choose an item.
- Choose an item.

**VI. Project Location:** (Attach a map if applicable)

Nags Head Fire and Rescue

**VII. Department Priority:** (Choose One) Does the requested project:

- |  |   |                             |
|--|---|-----------------------------|
| a. Correct an unsatisfactory level of service? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| b. Maintain a current level of service?        | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |
| c. Increase a level of service?                | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |
| d. Represent a "vision"?                       | Yes <input type="checkbox"/>            | No <input type="checkbox"/> |

**VIII. Departmental Rank:** (Prioritize your request in relation to other departmental project request)

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**IX. Project Alternatives:**

Continue fire extinguisher training using current equipment.

**CAPITAL IMPROVEMENT PROGRAM  
ITEM/PROJECT DESCRIPTION FORM**

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**X. Project Dependency:**

Staffing and funding for project.

**XI. Negative Impacts:**

Cost of propane and equipment.

**XII. Other Considerations:**

A request to apply for grant funding for this item was approved at the March 5, 2014 Board of Commissioners meeting.

**XIII. Additional Funding Sources:**

Are there grants or additional funds which might be used in conjunction with the CIP to fund this project:

Yes  No  If YES, describe: 2014 FEMA Fire Prevention and Safety Grant – see XII.

**XIV. ESTIMATED COSTS**

<b>a. Capital/ One Time Costs</b>	<b>Description of Capital/One Time Costs</b>	<b>Cost (Round to Nearest \$)</b>
	Portable Live Fire Extinguisher Training Tool	\$ 10,500
	<b>TOTAL Capital (One Time Costs)</b>	<b>\$ 10,500</b>
<b>b. Continuing Annual Operating Costs</b>	<b>Description of Continuing Annual Operating Costs</b>	
	Propane and Annual Maintenance	\$ 300
	<b>TOTAL Continuing Annual Operating Costs</b>	<b>\$ 300</b>

**XV. Fiscal Year Requested:**

**FY 2014-2015**

**Priority Recommendation:** (By CIP Committee)