
 ALBEMARLE COUNTY STANDARD ADMINISTRATIVE POLICY	
	Subject:	Fleet Plan
	Reference Number:	SAP-DEP- 026
	Effective Date:	23 August 2012
	Last Revision Date:	01 June 2014
	Signature of Approval:	 J. Dan Eggleston, Chief

Purpose:

The purpose of this guideline is to ensure that a sound and effective fleet of emergency vehicles is available to meet the essential demands of the Albemarle County fire and emergency medical services. This guideline also serves to ensure that a cost effective, efficient and predictable County budget is established to support the fleet.

Background:

This policy was adopted by the Albemarle County Fire and EMS Advisory Board (FEMSB) on 07/16/2012. It supersedes the following previous policies: SAP-DEP-025 (Apparatus Replacement Guidelines) and SAP-DEP-026 (Fleet Size)

Policy:

It is the intent and practice of the County of Albemarle to provide the necessary funding for the procurement and operation of all essential fire and EMS vehicles operated by the departments serving the county. There are three classifications of vehicles within the fleet plan:

1. Fully Funded – Apparatus (and associated equipment) designated within the County CIP budget for purchase and/or future replacement. Insurance, maintenance and fuel funding provided through the County's annual operating budget.
2. Rotated Replacement - Apparatus to be replaced with another unit already within the fleet. Insurance, maintenance and fuel funding provided through the County's annual operating budget. Any county-owned apparatus rotated to volunteer stations, with the exception of system reserves, shall be co-titled accordingly.
3. Support Only – Insurance, maintenance and fuel funding provided.

Apparatus purchased with County funds shall adhere to standardized design specifications for their type. The fire rescue system shall develop these standard specifications through its FEMSB Apparatus Committee, review and recommendation by the FEMS Board, and the approval of the Fire Rescue Chief. Reasonable consideration may be given to individual design flexibility, providing the goals of system interoperability, safety and performance expectations are met.

The Apparatus Evaluation Team (AET) shall conduct an annual inspection in the Spring of each year to assess apparatus within the fleet prior to their scheduled replacement. During this inspection, the overall mechanical condition of the apparatus shall be evaluated and scored. The AET assessment may be used to determine if a change in the replacement schedule is necessary and/or budget prioritization. Additionally, the AET may review, assess and collect annual preventative maintenance and service records. The AET shall provide the Fire Rescue Chief with an evaluation of the health of the fleet of apparatus and replacement recommendations. Member composition of the AET shall include the ACFR Operations Chief, Apparatus Committee chairman, an outside Emergency Vehicle Technician (EVT) certified mechanic and the chief of the station receiving apparatus replacement (or their designee).

One of the most important factors in maintaining apparatus reliability and controlling costs is proper maintenance. Any department receiving County funds for the purchase or operation of its vehicles shall perform, at a minimum, annual preventative maintenance in accordance with NFPA 1911 (Fire Apparatus Maintenance) guideline for all heavy apparatus; and vehicle manufacture's recommendations for light apparatus, such as ambulances, SUVs, etc. In addition, fire apparatus shall also receive annual pump and ladder testing. Copies of maintenance records for funded apparatus shall be maintained by each department, and shall be made available to the AET or the County Fire Rescue Department upon request. Failure to perform minimum service requirements and/or furnish documentation may be grounds for the reduction or elimination of vehicle funding.

This guideline sets the expectations for County funding of fire and EMS apparatus. It does not limit or restrict volunteer fire departments or rescue squads from purchasing additional vehicles or apparatus, or investing their own funds in improvements to county purchased apparatus, providing such improvements are reviewed and approved by the ACFR Operations Chief in advance.

Additional information concerning the procurement and sale of apparatus for volunteer agencies can be found in DEP-SAP-007 (Volunteer Funding Policy).

Fleet Size

Ambulances

1. Seventeen (17) ambulances should be maintained in the system to meet the demands for EMS service, patient transport and reserve capacity.
2. Reserve ambulances will be maintained at the larger transport agencies including ACFR, CARS, SVRS, and WARS.
 - a. In the event that an agency exhausts their internal reserve capacity then a reserve unit from another station may be temporarily relocated. If this takes place, annual call volume, proximity to the station in need, and the duration of the need shall be used to determine the station that supplies the reserve.
3. Ten (10) front-line ambulances will be programmed for replacement at five (5) year intervals.
 - a. After five years of front-line service, some (or all) of the units replaced may be rotated to secondary (or reserve) status until they reach ten to fifteen (10-15) years of age.
 - b. If the anticipated call volume of a unit is low and there is no identified reserve needs, that unit's replacement interval may be extended beyond the five (5) years.

AMBULANCES	Fully Funded	w/ New Replacement	Rotated	Replacement	Support Only	TOTAL
East Rivanna (2)	0		0		0	0
North Garden (3)	0		0		0	0
Earlysville (4)	1	Ambulance 4	0		0	1
Crozet (5)	0		0		0	0
Stony Point (6)	0		0		0	0
Scottsville (7)	0		0		0	0
Seminole Trail (8)	0		0		0	0
Monticello (11)	1	Ambulance 11	1	Ambulance 11 > 17	0	2
Hollymead (12)	1	Ambulance 12	1	Ambulance 12 > 19	0	2
Ivy (15)	1	Ambulance 15	0		0	2
Pantops (16)	1	Ambulance 16	0		0	1
Ch-ville Alb RS (R1)	2	Ambulance 140, 141	0		0	2
Western Alb RS (R5)	1	Ambulance 501	2	Amb 501>502, 502>503	0	3
Scottsville RS (R7)	1	Ambulance 705	2	Amb 705>706, 706>707	0	3
Seminole Rescue (R8)	1	Ambulance 8	1	Ambulance 15 > 18	0	1
	10		7		0	17

Brush Trucks

1. Brush trucks will be programmed for replacement at 20 year intervals.

BRUSH TRUCKS	Fully Funded	w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	1	Brush 25	0	0	1
North Garden (3)	2	Brush 31, 36	0	0	2
Earlsville (4)	2	Brush 43, 46	0	0	2
Crozet (5)	2	Brush 53, 55	0	0	2
Stony Point (6)	1	Brush 64	0	0	1
Scottsville (7)	1	Brush 75	0	0	1
Seminole Trail (8)	0		0	0	0
Monticello (11)	0		0	0	0
Hollymead (12)	0		0	0	0
Ivy (15)	0		0	0	0
Pantops (16)	0		0	0	0
Ch-ville Alb RS (R1)	0		0	0	0
Western Alb RS (R5)	0		0	0	0
Scottsville RS (R7)	0		0	0	0
Seminole Rescue (R8)	0		0	0	0
	9		0	0	9

Command / EMS Response Vehicles

1. A command vehicle and/or EMS response vehicle will be located at each fire and EMS station. Stations with the highest call volumes may be allocated two vehicles.
2. These units will be programmed for ten (10) year replacement intervals. Command or EMS response vehicles that exceed 120,000 miles prior to their scheduled replacement may be considered for earlier replacement if necessary.

COMMAND/EMS RESP.	Fully Funded	w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	1	Car 20	0	2 Car 21, 22	3
North Garden (3)	1	Car 30	0	0	1
Earlsville (4)	1	Car 40	0	1 Car 42	2
Crozet (5)	1	Car 50	0	2 Car 51, 52	3
Stony Point (6)	1	Car 60	0	1 Car 61	2
Scottsville (7)	1	Car 70	0	2 Car 71, 72	3
Seminole Trail (8)	2	Car 80, 89	0	3 Car 81, 82, 83	6
Monticello (11)	1	Car 111	0	0	1
Hollymead (12)	1	Car 121	0	0	1
Ivy (15)	0		1 Car 151	0	1
Pantops (16)	0		0	0	0
Ch-ville Alb RS (R1)	2	Car 131, 139	0	5 Car 130, 132, 148, 149, 150	7
Western Alb RS (R5)	1	Car 508	0	0	1
Scottsville RS (R7)	1	Car 708	0	2 Car 702,708	3
Seminole Rescue (R8)	0		0	0	0
	14		1	18	33

Engines

2. A minimum of twenty (20) engines shall be maintained in order to adequately cover the call load and square mileage of Albemarle County.
3. Stations (2, 3, 4, 5, 6, 7, and 8) will each require two (2) engines based on the following:
 - a. The large area covered by these stations
 - b. The time it will take for automatic aid companies to arrive
 - c. The probability of multiple calls for service in the County
 - d. The necessity to move-up or transfer companies to cover the urban areas during significant events.
 - e. A desired fire flow of 250 gpm for the first twenty (20) minutes after arrival of the first engine.
 - f. A desire to maintain relative technology and safety features on the front line engine.
4. The NFPA recommends a reserve fleet to have about 25-33% the number of vehicles in the front-line fleet. Based on this a minimum of four (4) reserve engines are needed to support the overall fleet.
 - a. Currently three (3) dedicated reserve engines will be maintained at stations 5, 8, and 11 to support the system.
 - b. Although these engines will primarily serve as reserve engines and training resources they will also be available as a resource to their host stations.
 - c. The reserve units will maintain their original paint scheme with placards to identify the host station.
 - d. Albemarle County Fire Rescue will be responsible for the maintenance of the reserve engines.
 - e. If the system exhausts the dedicated reserves then the second engine from a station may need to act as a reserve for another station. If this takes place, annual call volume, proximity to the station in need, and the duration of the need shall be used to determine the station that supplies the reserve.
5. A minimum of one engine at each fire station shall typically be equipped with standard vehicle extrication and stabilization equipment. For budget purposes, these will be referred to as "rescue engines."
6. Engines will be programmed for replacement at 20 year intervals. Stations with two (2) funded engines shall stagger the replacement of their engines every ten (10) years unless the AET assessment suggests otherwise.
7. Engines with the highest call volumes may be rotated to slow assignments in their mid-life cycle to achieve a 20-year lifespan and more evenly distribute wear and tear across the fleet of engines.

ENGINES	Fully Funded	w/ New Replacement	Rotated	Replacement	Support Only	TOTAL
East Rivanna (2)	2	Engines 21, 24	0		0	2
North Garden (3)	2	Engine 32, 34	0		0	2
Earlysville (4)	2	Engines 41, 45	0		0	2
Crozet (5)	2	Engines 52, 56	1	Engine 151 > 58	0	3
Stony Point (6)	2	Engines 61, 62	0		0	2
Scottsville (7)	2	Engines 72, 73	0		0	2
Seminole Trail (8)	2	Engines 81, 82	1	Engine 121 > 85	0	3
Monticello (11)	1	Engine 111	1	Engine 111 > 112	0	2
Hollymead (12)	1	Engine 121	0		0	1
Ivy (15)	1	Engine 151	0		0	1
Pantops (16)	0		0		0	0
Ch-ville Alb RS (R1)	0		0		0	0
Western Alb RS (R5)	0		0		0	0
Scottsville RS (R7)	0		0		0	0
Seminole Rescue (R8)	0		0		0	0
	17		3		0	20

Hazardous Materials Units

1. The City and County have agreed to support a regional Hazardous Materials Team.
2. Resources for hazardous materials and spill response shall consist of the following:
 - a. Primary or Technical Haz-Mat Response Apparatus located at CFD Fire Headquarters.
 - b. Secondary or Support Haz-Mat Response Apparatus located at Earlysville Fire
 - c. Spill Response Trailer located at CFD Fire Headquarters and Scottsville Fire.

HAZMAT	Fully Funded w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	0	0	0	0
North Garden (3)	0	0	0	0
Earlysville (4)	1 Hazmat 47	0	0	1
Crozet (5)	0	0	0	0
Stony Point (6)	0	0	0	0
Scottsville (7)	0	0	1 HM Trailer	1
Seminole Trail (8)	0	0	0	0
Monticello (11)	0	0	0	0
Hollymead (12)	0	0	0	0
Ivy (15)	0	0	0	0
Pantops (16)	0	0	0	0
Ch-ville Alb RS (R1)	0	0	0	0
Western Alb RS (R5)	0	0	0	0
Scottsville RS (R7)	0	0	0	0
Seminole Rescue (R8)	0	0	0	0
	1	0	1	2

Heavy Rescue Squads

1. Four (4) heavy rescue squads have historically been included in the fleet plan; three (3) fully funded, and one (1) partially funded at 50/50 (*CARS – County share).
2. Since the plan was originally adopted, there has been significant deployment of rescue engines, reducing the frequency of need for heavy rescue squad capabilities. Given the significant cost of these apparatus, their quantity and position in the fleet plan should be re-evaluated based on data analysis.
3. Replacement of heavy rescue squads will be programmed for 22 year intervals.

SPECIALTY	Fully Funded w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	0	0	0	0
North Garden (3)	0	0	0	0
Earlysville (4)	0	0	0	0
Crozet (5)	0	0	0	0
Stony Point (6)	0	0	0	0
Scottsville (7)	0	0	0	0
Seminole Trail (8)	0	0	0	0
Monticello (11)	0	0	0	0
Hollymead (12)	0	0	0	0
Ivy (15)	0	0	0	0
Pantops (16)	0	0	0	0
Ch-ville Alb RS (R1)	2 SQUAD 133*, 834	0	0	2
Western Alb RS (R5)	1 SQUAD 505	0	0	1
Scottsville RS (R7)	1 SQUAD 709	0	0	1
Seminole Rescue (R8)	0	0	0	0
	4	0	0	4

Tankers

1. A minimum of ten (10) tankers shall be maintained, given the large percentage of non-hydranted areas in Albemarle County and a desired fire flow of 250 gpm for the first twenty (20) minutes after arrival of the first engine.
2. Tankers shall be located at Stations 2, 3, 4, 5, 6, 7, 11 and 12
 - a. Stations 2 and 7 shall maintain two (2) tankers to support the reserve needs of the system.
 - b. Station 3 shall maintain Tanker 39 (support only) for access to areas with bridge weight restrictions that are impassable with standard engines and tankers.
3. Tankers will be programmed for replacement at 22 year intervals.

TANKERS	Fully Funded	w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	2	Tankers 26, 28	0	0	2
North Garden (3)	1	Tanker 37	0	1 Tanker 39	2
Earlsville (4)	1	Tanker 49	0	0	1
Crozet (5)	1	Tanker 59	0	0	1
Stony Point (6)	1	Tanker 69	0	0	1
Scottsville (7)	2	Tankers 77, 79	0	0	2
Seminole Trail (8)	0		0	0	0
Monticello (11)	1	Tanker 111	0	0	1
Hollymead (12)	1	Tanker 121	0	0	1
Ivy (15)	0		0	0	0
Pantops (16)	0		0	0	0
Ch-ville Alb RS (R1)	0		0	0	0
Western Alb RS (R5)	0		0	0	0
Scottsville RS (R7)	0		0	0	0
Seminole Rescue (R8)	0		0	0	0
	10		0	1	11

Trucks/Aerials

1. A minimum of three (3) trucks/aerials are needed to adequately cover the call load, commercial and residential development, and overall fire risk in Albemarle County.
 - a. With regard to aerial service, mutual aid from the City of Charlottesville is may also be considered.
2. Given the significant cost of these apparatus, their quantity and position in the fleet plan should be re-evaluated based on data analysis.
3. Aerial apparatus will be programmed for replacement at 20-year intervals

Trucks/Aerials	Fully Funded w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	0	0	0	0
North Garden (3)	0	0	0	0
Earlysville (4)	0	0	0	0
Crozet (5)	1 Truck 54	0	0	1
Stony Point (6)	0	0	0	0
Scottsville (7)	0	0	0	0
Seminole Trail (8)	1 Tower 88	0	0	1
Monticello (11)	0	0	0	0
Hollymead (12)	1 Tower 121	0	0	1
Ivy (15)	0	0	0	0
Pantops (16)	0	0	0	0
Ch-ville Alb RS (R1)	0	0	0	0
Western Alb RS (R5)	0	0	0	0
Scottsville RS (R7)	0	0	0	0
Seminole Rescue (R8)	0	0	0	0
	3	0	0	3

Other Specialty or Utility Apparatus

1. Other specialty squads or apparatus, zone cars, trucks, support vehicles, or other apparatus shall be addressed on a case-by-case basis.
2. Support and utility vehicles are generally replaced with vehicles being replaced from other service (such as ACPD cars, pick-ups, other surplus, etc.). While a full list of these units is not listed below, they generally are supported with insurance, funding for maintenance and fuel.

SPECIALTY	Fully Funded w/ New Replacement	Rotated Replacement	Support Only	TOTAL
East Rivanna (2)	0	0	1 Attack 22	1
North Garden (3)	0	0	2 Utility 35, 38	2
Earlysville (4)	0	0	0	0
Crozet (5)	0	0	0	0
Stony Point (6)	0	0	1 Utility 65	1
Scottsville (7)	0	0	1 Utility 76	1
Seminole Trail (8)	0	0	1 Utility 86	1
Monticello (11)	0	0	1 Rehab 10	1
Hollymead (12)	0	0	0	0
Ivy (15)	0	0	0	0
Pantops (16)	0	0	0	0
Ch-ville Alb RS (R1)	0	0	1 Logistics 137	1
Western Alb RS (R5)	1 506	0	0	1
Scottsville RS (R7)	2 Boat 70, Boat 71	0	0	0
Seminole Rescue (R8)	0	0	0	0
	3	0	8	11

ACFR Staff Vehicles

Vehicles assigned to Albemarle County Fire Rescue personnel, such as chief officers, training, and prevention staff are funded through the County's annual Operating budget. The same vehicle replacement and maintenance guidelines are utilized.

Reserve Apparatus

1. Prior to returning apparatus to their home station after reserve use or training activity, the unit shall be refueled, cleaned, and all original equipment shall be in orderly condition. The borrowing agency shall be fully responsible to ensure this occurs unless other specific arrangements have been made in advance.
2. Routine maintenance shall be the responsibility of the department where the apparatus is normally stationed unless otherwise noted. All costs for this activity should be included in the department's annual operating budget submittal to the County.
3. In the event of damage to any apparatus during a fill-in assignment, an insurance claim shall be placed for damages to exceed \$1000. The County insurance policy has a \$1000 deductible. Damages less than \$1000 (or the deductible) shall be covered by the department utilizing the vehicle at the time of the accident.

Insurance

1. All vehicles that are volunteer-owned, or co-owned, with the County are covered under an automotive insurance policy administered by Selective Insurance Company and funded by the County. This policy also includes all vehicles operated by the Charlottesville Albemarle Rescue Squad.
2. County-owned vehicles are covered by a separate policy with the Virginia Association of Counties (VaCorp).
3. Each department chief (or designee) is responsible for notifying the ACFR Operations Chief when covered vehicles are no longer in use or new vehicles are added so changes to the insurance policy can be made in a timely manner.
4. Fully funded apparatus are insured for their full replacement cost in the event of total loss from a collision or other accident. The replacement cost estimate should be consistent with budget replacement estimates for like vehicles during the same period.