

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Christopher R. Mills

Patricia A. Taylor

Joseph D. Calderón

Dwayne Penick

Don R. Gerth

Acting City Manager

Manny Gomez

December 17, 2018



Hobbs City Commission
Regular Meeting
City Hall, City Commission Chamber
200 E. Broadway, 1st Floor Annex, Hobbs, New Mexico

Monday, December 17, 2018 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Christopher R. Mills
Commissioner - District 2

Patricia A. Taylor
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Dwayne Penick
Commissioner - District 5

Don R. Gerth
Commissioner - District 6

A G E N D A

*City Commission Meetings are
Broadcast Live on KHBX FM 99.3 Radio
and Available via Livestream at www.hobbsnm.org*

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the December 3, 2018, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Recognition of Employee Milestone Service Awards for December, 2018:
 - ▶ 5 years - Victoria Lerma, Hobbs Fire Department
 - ▶ 15 years - Cynthia Guzman, Utilities Department

3. Recognition of Rockwind Community Links - Awarded as Golf Club of the Year by the Sun Country Amateur Golf Association (*Doug McDaniel, Parks and Recreation Director*)

PUBLIC COMMENTS (*Citizens who wish to speak must sign the Public Comment Registration Form located in the Commission Chamber prior to the beginning of the meeting.*)

CONSENT AGENDA (*The consent agenda is approved by a single motion. Any member of the Commission may request an item to be transferred to the regular agenda from the consent agenda without discussion or vote.*)

4. Resolution No. 6745 - Authorizing the Submission of a Grant Application with the Department of Homeland Security for the Federal Assistance to Firefighter Grant Program for the Purchase of a Fire Safety Training Trailer (*Barry Young, Deputy Fire Chief*)

DISCUSSION

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

5. Resolution No. 6746 - Approving a Development Agreement with French Brothers, Inc., Concerning the Development of Market Rate Single Family Housing Units (*Kevin Robinson, Development Director*)
6. Consideration of Approval to Purchase a 2018 Vac-Con Hydro-Excavator from Vac-Con, Inc., in the Amount of \$335,548.00 Utilizing HGACBuy Contract Number SC01-18 (*Tim Woomer, Utilities Director*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

7. Next Meeting Date:
 - ▶ City Commission Regular Meeting
Monday, January 7, 2019, at 6:00 p.m.

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the above meeting, please contact the City Clerk's Office at (575) 397-9207 at least 72 hours prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk's Office if a summary or other type of accessible format is needed.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 17, 2018

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: December 11, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Commission Meeting of December 3, 2018

Fiscal Impact:

Reviewed By: _____
Finance Department

N/A

Attachments:

Minutes as referenced under "Summary".

Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the minutes as presented.

Approved For Submittal By:



Department Director



City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

Minutes of the regular meeting of the Hobbs City Commission held on Monday, December 3, 2018, in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Call to Order and Roll Call

Mayor Cobb called the meeting to order at 6:00 p.m. and welcomed everyone in attendance to the meeting. The City Clerk called the roll and the following answered present:

Mayor Sam D. Cobb
Commissioner Marshall R. Newman
Commissioner Christopher Mills
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Dwayne Penick
Commissioner Don Gerth

Also present:

Manny Gomez, Acting City Manager/Fire Chief
Efren Cortez, City Attorney
Chris McCall, Police Chief
Brian Dunlap, Deputy Police Chief
Shane Blevins, Police Captain
Clipper Miller, Police Captain
Barry Young, Deputy Fire Chief
Kevin Shearer, Fire Captain
Mark Ray, Battalion Chief
Toby Spears, Finance Director
Shelia Baker, General Services Director
Tim Woomer, Utilities Director
Todd Randall, City Engineer
Kevin Robinson, Development Director
Doug McDaniel, Parks and Recreation Director
Matt Hughes, Golf Superintendent
Ron Roberts, Information Technology Director
Nicholas Goulet, Human Resources Director
Tracy South, Assistant Human Resources Director
Raymond Bonilla, Community Services Director
Art De La Cruz, Code Enforcement Superintendent
Missy Funk, Hobbs Animal Adoption Center Manager
Bob Hamilton, Reference Librarian
Ann Betzen, Risk Manager/Executive Assistant
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
30 citizens

Invocation and Pledge of Allegiance

Commissioner Taylor delivered the invocation and Commissioner Penick led the Pledge of Allegiance.

Approval of Minutes

Commissioner Calderón moved that the minutes of the regular meeting held on November 19, 2018, be approved as presented. Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

Presentation of Police Meritorious Award.

Police Chief Chris McCall presented the Police Meritorious Award to Police Officer Brandon Marinovich, Police Officer Nik Mann and Sergeant Ahmaad White. He also presented the Police Meritorious Award and a Lifesaving Award to Police Officer Nicholas Pereyra. Police Chief McCall further stated Sergeant Crystal Marin will be receiving the Police Meritorious Award and will be honored at a later date. He requested she and her family be kept in our prayers for the recent loss of her family members. Police Chief McCall briefly described the situation which occurred in October, 2018, and stated the officers were already in the area on an unrelated call when they heard multiple gunshots and observed people fleeing the area. Officers were directed to a 39 year-old male who suffered a gunshot wound to the chest and back. Officer Pereyra applied a chest seal to the victim which saved his life. Also wounded was a 25 year-old woman who suffered a gunshot wound to both of her legs and a 22 year-old woman who suffered a gunshot wound to her hip. Police Chief McCall stated all of the police officers played a significant role in saving lives and identifying the shooter.

Public Comments

Mayor Cobb stated any citizens wishing to speak during Public Comments need to sign the form provided in the entry of the Commission Chamber. For the record, the Mayor noted there were no citizens who signed the Public Comment Registration Form.

Consent Agenda

Mayor Cobb explained the Consent Agenda and the process for removing an item from the Consent Agenda and placing it under Action Items.

Commissioner Penick moved for approval of the following Consent Agenda Item(s):

Resolution No. 6740 - Authorizing the Appointment of Garry Buie and Ronnie Munoz to the Labor Management Relations Board.

Mayor Cobb stated Mr. Garry Buie was selected as the Management Representative and Mr. Ronnie Munoz was selected as the Labor Representative to serve on the City's Labor Management Relations Board. He stated the third member of the Board will be selected jointly by Mr. Buie and Mr. Munoz.

Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. A copy of the resolution and supporting documentation are attached and made a part of these minutes.

Discussion

There were no Discussion items presented to the Commission.

Action Items

FINAL ADOPTION: Ordinance No. 1120 - Amending Chapter 12.32 of the Hobbs Municipal Code Related to Prairie Haven Memorial Park Columbarium Fees.

Mr. Doug McDaniel, Parks and Recreation Director, explained the ordinance and stated the Commission approved to publish an amendment to the Prairie Haven Memorial Park Columbarium Fees at the November 5, 2018, Commission meeting. He stated the Hobbs Municipal Code, Section 12.32.060, contains the cost and fee schedule for the various cemetery locations within the City of Hobbs. He stated these fees include the placement and care of columbarium niches at Prairie Haven Memorial Park. Mr. McDaniel stated it was brought to the attention of staff that customers seeking to simultaneously place two sets of cremains were being charged two separate fees, one fee for each niche placement. He stated this was contrary to the intent of the Cemetery Board when the Board recommended and adopted the fee schedule. On September 12, 2018, the Cemetery Board convened and voted to recommend the proposed changes to Chapter 12.32 to reflect the Board's intent of only charging one fee in the amount of \$530.00 when two sets of cremains are placed simultaneously.

Proper publication having been made and there being no comments or discussion, Commissioner Newman moved to approve Ordinance No. 1120 amending Chapter 12.32 of the Hobbs Municipal Code regarding Prairie Haven Memorial Park Columbarium

Fees as presented. Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the ordinance and supporting documentation are attached and made a part of these minutes.

Consideration of Approval to Purchase a 2018 Mack Class 8 Truck with Fifth Wheel from Bruckner Truck Sales, Inc., in the Amount of \$149,055.58 Utilizing New Mexico GSA Contract Pricing.

Mr. Tim Woomer, Utilities Director, requested approval to purchase a 2018 Class 8 Truck with fifth wheel and stated it will replace a 2000 Mack Class 8 truck that is in need of major mechanical repairs. He stated this vehicle serves a critical function of sludge disposal by hauling unprocessed bio-solids to the landfill when the City's sludge processing equipment is offline. Mr. Woomer stated the total cost of the vehicle is \$149,055.58 including Gross Receipts Tax (GRT).

In answer to Commissioner Gerth's question, he stated the vehicle will be issued a new City of Hobbs unit number.

Commissioner Taylor moved to approve the purchase of the unit from Bruckner Truck Sales, Inc., in the amount of \$149,055.58 including GRT. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Bid No. 1572-19 for Marland Lift Station Forcemain Replacement and Recommendation to Accept Proposal from Entrench, Inc., in the Amount of \$157,250.00.

Mr. Woomer explained the bid for the Marland Sanitary Lift Station/Forcemain Replacement Project and stated bids were opened on Thursday, October 25, 2018. The base bid includes furnishing all materials, labor, machinery, equipment and tools necessary to construct and install gravity sanitary sewer lines, forcemain, and a lift station, complete and as specified in project plans and specifications. Mr. Woomer stated one additional alternative was included in the bid that included the demolition, removal, and disposal of the existing Sewer Lift Station. He stated Entrench Inc., is the lowest bidder and is properly licensed to complete the scope of work. Mr. Woomer stated the life expectancy of the lift station is more than 40 years. He stated Entrench has completed another project and did great work.

Commissioner Calderón moved to approve the bid from Entrench, Inc., in the amount of \$157,250.00 for the Marland Sanitary Lift Station/Forcemain Replacement Project.

Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Resolution No. 6741 - Approving a Development Agreement with ABS Homes Concerning the Development of Market Rate Single Family Housing Units.

Mr. Kevin Robinson, Development Director, stated ABS Homes has requested a development agreement concerning the development of market rate single-family housing units located within the Zia Crossing Subdivision. He stated the developer proposes to produce market rate single-family units and is requesting infrastructure incentives in the maximum amount of \$100,000.00 per the development agreement. Mr. Robinson stated the infrastructure incentive is for public municipal infrastructure only.

Commissioner Newman moved to approve Resolution No. 6741 approving a development agreement with ABS Homes for the development of Market Rate Single Family Housing Units not to exceed \$100,000.00, as presented. Commissioner Mills seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 6742 - Approving a Development Agreement with Gold Creek Homes Concerning the Development of Market Rate Single Family Housing Units.

Mr. Robinson stated Gold Creek Homes has requested a development agreement concerning the development of market rate single-family housing units located within the municipal boundaries. He stated the developer proposes to produce market rate single-family units and is requesting infrastructure incentives in the maximum amount of \$100,000.00 per the development agreement. Mr. Robinson stated that the word "Amended" has been stricken from the Development Agreement as it was an error. Mr. Efren Cortez, City Attorney, stated an amended motion does not need to be made for Resolution No. 6742 as the word "Amended" has already been removed from the agreement which is before the Commission for approval.

Commissioner Penick moved to approve Resolution No. 6742 approving a development agreement with Gold Creek Homes for the development of Market Rate Single Family Housing Units not to exceed \$100,000.00, as presented. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 6743 - Approving a Utility Extension Development Agreement with Bonafide Ventures, LLC, to Provide Water and Sewer Service to a Tract of Land Located Southeast of the Intersection of East Sanger and Landfill Road.

Mr. Robinson explained the utility extension development agreement and stated the City of Hobbs is proposing to enter into a Utility Extension Agreement with Bonafide Ventures LLC., to provide water and sewer service to a tract of land to be created and located southeast of the intersection of East Sanger and Landfill Road outside of the City limits. He stated the property is located +/- 3,300' east of municipal infrastructure and is currently serviced by private water well septic system. The agreement requires that the Developer retain the services of an Engineer of Record, obtain a public easement to contain the infrastructures as well as install and pay for the installation of the infrastructure. Mr. Robinson stated upon receipt of Certification by the Engineer of Record, the City will reimburse the Developer half of the actual costs excluding GRT and not to exceed \$188,880.00. He stated additionally a Letter of Understanding will be presented to the Lea County Commission that will allow for the County to reimburse half of the City's expenditures associated with the Development Agreement. Mr. Robinson stated the termination language in Paragraph 15 of the agreement being presented to the Commission tonight was expanded to include a termination date of May 31, 2020.

Commissioner Taylor moved to approve Resolution No. 6743 approving the Utility Extension Development Agreement with Bonafide Ventures, LLC, not to exceed \$188,880.00 to provide water and sewer service to a tract of land located Southeast of the intersection of East Sanger and Landfill Road contingent upon approval by the Lea County Commission. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 6744 - Approving a Utility Extension Development Agreement with J & H Services, Inc., to Provide Water Service to a Tract of Land Located Northwest of the Intersection of West Mahan and Carr Lane.

Mr. Robinson explained the agreement and stated the City is proposing to enter into a Utility Extension Agreement with J & H Services., Inc., to provide water service to a tract of land located northwest of the intersection of West Mahan and Carr Lane outside of the City limits. He stated the property is located +/- 3,640' west of the municipal infrastructure and is currently unserved with water. The Utility Extension Development Agreement requires that the Developer retain the services of an Engineer of Record, obtain a public easement to contain the infrastructure as well as install and pay for the installation of the infrastructure. Mr. Robinson stated upon receipt of Certification by the Engineer of Record, the City shall reimburse the Developer half of the actual costs

excluding GRT and not to exceed \$91,000.00. He stated additionally a Letter of Understanding will be presented to the Lea County Commission that will allow for the County to reimburse half of the City's expenditures associated with the Development Agreement. Mr. Robinson stated the termination language in Paragraph 15 of the agreement being presented to the Commission tonight was expanded to include a termination date of May 31, 2020.

Commissioner Penick moved to approve Resolution No. 6744 approving the Utility Extension Development Agreement with J & H Services, Inc, not to exceed \$91,000.00 to provide water and sewer service to a tract of land located Southeast of the intersection of West Mahan and Carr Lane outside of the City limits contingent upon approval by the Lea County Commission. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Comments by City Commissioners, City Manager

Mayor Cobb stated the next regular Commission meeting will be held on Monday, December 17, 2018.

Acting City Manager/Fire Chief Manny Gomez thanked Ms. Meghan Mooney and Ms. Tanya Sanchez with the Convention and Visitors Bureau (CVB) for all their hard work on the Hobbs Tree Lighting Ceremony which had a great turn out. He also thanked the Hobbs Police and Fire Departments for their assistance.

Mayor Cobb stated there is drone footage of the Hobbs Tree Lighting Ceremony and there were a lot of people in attendance. Ms. Sanchez stated there were over 300 pictures taken with Santa Claus. She stated this will be an annual event.

Ms. Missy Funk, Hobbs Animal Adoption Center (HAAC) Manager, stated HAAC currently closes at noon on Saturday and reopens on Tuesday. She stated animal owners have been complaining because if their dog is missing on the weekend, they have to wait until Tuesday to find out if the HAAC has their animal. Ms. Funk stated the HAAC is proposing new hours as follows: Monday through Thursday open from 12:00 p.m to 6:00 p.m.; Friday and Saturday open from 10:00 a.m to 2:00 p.m.; and closed on Sundays. She stated the new hours will be used for a six-month trial period and the hope is the new hours will better serve the public.

Commissioner Gerth stated he hoped everyone had a great Thanksgiving.

Commissioner Gerth stated the Christmas Parade was a good turnout and he is looking forward to a great December.

Commissioner Taylor stated she was unable to attend the Hobbs Tree Lighting Ceremony because she attended the Nutcracker Performance. She encouraged everyone to attend the Nutcracker next year as it is a great event.

Commissioner Calderón expressed appreciation to Police Chief McCall and the HPD officers.

Commissioner Penick commended all City employees for their great level of professionalism. He stated he appreciates each and every one of the employees.

Mayor Cobb stated he met with the strategic partnership at Economic Development Corporation (EDC) last week and he looks forward to the Energy Alliance partnership.

Mayor Cobb stated the New Mexico Legislature commences soon and the City will be working on items to submit.

Mayor Cobb stated an "Evening with Lea County" is scheduled on January 31, 2019, in Santa Fe, and he encouraged all of the Commission to attend.

Adjournment

There being no further business or comments, Commissioner Newman moved that the meeting adjourn. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. The meeting adjourned at 6:40 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

December Milestones

15 years

Cynthia Guzman

Utilities

12/01/2003

5 years

Victoria Lerma

Fire

12/09/2013



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 17, 2018

SUBJECT: Fire Prevention & Safety (FP&S) Grant
DEPT. OF ORIGIN: Fire Department
DATE SUBMITTED: December 11, 2018
SUBMITTED BY: Barry Young, Deputy Fire Chief

Summary:

The Fire Prevention & Safety Grant is part of the Assistance to Firefighters Grant (AFG) program and supports projects which will enhance the safety of the public and firefighters from fire and fire-related hazards. The primary goal of this grant is to reduce injury and prevent death among high-risk populations. In continuing the mission of providing public education to promote fire safety and prevention to the community of Hobbs, the Hobbs Fire Department has identified the need to purchase a new Fire Safety Training Trailer. This trailer will allow the department to promote fire safety and fire prevention education programs across the community utilizing updated technology.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

All applicants seeking funding from the Fire Prevention & Safety Grant to carry out an activity shall agree to make available non-federal funds to carry out such activity in the amount equal to and not less than 5% of the grant awarded. This cost share is automatically calculated by the grant system.

The Fire Safety Training Trailer has an approximate cost of \$93,621.00, which would include potential costs for upgraded options on the trailer if deemed necessary. According to the grant system, the cost share for the City of Hobbs and the Hobbs Fire Department would be \$4,458.14, with the remaining \$89,162.86 being paid with grant funds.

Attachments:

- 1. Resolution
2. Notice of Funding Opportunity (NOFO)
3. Fire Prevention & Safety Grant FAQs
4. Fire Prevention & Safety Grant Cost Share Calculation Form
5. Fire Safety Training Trailer Quote

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Approval of resolution and to proceed with the application for the Fire Prevention & Safety (FP&S) Grant.

Approved For Submittal By:

[Signature] Department Director
[Signature] City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6745

A RESOLUTION APPROVING THE GRANT APPLICATION
WITH THE DEPARTMENT OF HOMELAND SECURITY FEDERAL
ASSISTANCE TO FIREFIGHTER GRANT PROGRAM

WHEREAS, the City of Hobbs Fire Department is eligible for funding from the Department of Homeland Security under the Assistance to Firefighter Grant Program; and

WHEREAS, the grant will provide financial assistance directly to the Fire Department to purchase a Fire Safety Training Trailer; and

WHEREAS, applicants seeking funding from the Fire Prevention & Safety Grant to carry out an activity shall agree to make available non-federal funds in the amount equal to and not less than 5% of the grant awarded ; and

WHEREAS, the total cost of the Fire Safety Training Trailer is approximately \$93,621.00 which will include potential costs for upgraded options on the trailer if necessary; and

WHEREAS, the grant will cover \$89,162.86 of this cost with the City being responsible for \$4,458.14;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is, authorized and directed to execute on behalf of the City of Hobbs this resolution approving the Grant Application with the Department of Homeland Security, Federal Emergency Management Agency for funding to purchase a Fire Safety Training Trailer for the Hobbs Fire Department.

PASSED, ADOPTED AND APPROVED this 17th day of December, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

**The U.S. Department of Homeland Security
Notice of Funding Opportunity
FY 2018 Fire Prevention and Safety**

NOTE: If you are going to apply for this funding opportunity and have not obtained a Data Universal Numbering System (DUNS) number and/or are not currently registered in the System for Award Management (SAM), please take immediate action to obtain a DUNS Number, if applicable, and then to register immediately in SAM. It may take 4 weeks or more after you submit your SAM registration before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information. Information on obtaining a DUNS number and registering in SAM is available from Grants.gov at: <http://www.grants.gov/web/grants/register.html>. Detailed information regarding DUNS and SAM is also provided in Section D of this NOFO, subsection, Content and Form of Application Submission.

A. Program Description

Issued By

U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA)/Grant Programs Directorate (GPD)

Catalog of Federal Domestic Assistance (CFDA) Number
97.044

CFDA Title

Assistance to Firefighters Grant (AFG)

Notice of Funding Opportunity (NOFO) Title

Fiscal Year (FY) 2018 Fire Prevention and Safety (FP&S)

NOFO Number

DHS-18-GPD-044-000-98

Authorizing Authority for Program

Section 33 of the *Federal Fire Prevention and Control Act of 1974* (Pub. L. No. 93-498, as amended) (15 U.S.C. § 2229)

Appropriation Authority for Program

Department of Homeland Security Appropriations Act, 2018 (Pub. L. No. 115-141)

Program Type

New

Program Overview, Objectives, and Priorities

Program Overview

The Department of Homeland Security (DHS) Federal Emergency

Management Agency's (FEMA) Grant Programs Directorate is responsible for the implementation and administration of the Assistance to Firefighters Grant (AFG) Program. The Grant Programs Directorate administers the Fire Prevention and Safety (FP&S) Grant Program as part of the AFG Program.

The FY 2018 Fire Prevention and Safety (FP&S) Program is set against the backdrop of a year in which the United States faced numerous and unprecedented homeland security challenges. These included the three major hurricanes that devastated parts of Texas, Florida, and much of Puerto Rico and the U.S. Virgin Islands, as well as massive wildfires across California. In addition to these natural disasters, the Nation also responded to multiple incidents as part of the evolving threat landscape, including witnessing the first known terrorist attack executed against mass transportation on our soil; cyberattacks against critical port infrastructure; and mass casualty events involving both vehicles and active shooters.

The National Preparedness Goal (the Goal) defines what it means to be prepared for such diverse and complicated events. The National Preparedness System is the instrument the Nation employs to build, sustain, and deliver the core capabilities needed to achieve the goal of a more secure and resilient Nation. The development and sustainment of these core capabilities is not exclusive to any single level of government or organization, but rather requires the combined effort of the whole community. To that end, the FY 2018 FP&S Program represents one part of a comprehensive set of measures authorized by Congress and implemented by the Administration. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, the FP&S Program supports the goal to Strengthen National Preparedness and Resilience.

The recently released 2018-2022 FEMA Strategic Plan creates a shared vision for the field of emergency management and sets an ambitious, yet achievable, path forward to unify and further professionalize emergency management across the country. The FP&S Program supports the goal of Ready the Nation for Catastrophic Disasters. We invite all of our stakeholders and partners to also adopt these priorities and join us in building a stronger agency and a more prepared and resilient nation.

Program Objectives

The purpose of the FP&S Grant Program is to enhance the safety of the public and firefighters with respect to fire and fire-related hazards by assisting fire prevention programs and supporting firefighter health and safety research and development.

The objective of the FY 2018 FP&S Grant Program is for grantees to carry out fire prevention education and training, fire code enforcement, fire/arson investigation, firefighter safety and health programming, prevention efforts, and research and development.

In awarding grants, the Administrator of FEMA is required to consider the following:

- The findings and recommendations of the Technical Evaluation Panel (TEP);
- The degree to which an award will reduce deaths, injuries, and property damage by reducing the risks associated with fire-related and other hazards; and
- The extent of an applicant's need for an FP&S Grant and the need to protect the United States as a whole.

Activities

FP&S Grants are offered to support projects in two activities. This NOFO provides potential eligible applicants with application requirements and details for processing and evaluating applications for financial assistance for both of these activity areas.

- **Fire Prevention and Safety Activity (FP&S):** The FP&S Activity is designed to reach high-risk target groups and mitigate the incidence of death, injuries, and property damage caused by fire and fire-related hazards.

Accordingly, the four project categories eligible for funding under this activity are:

1. Community Risk Reduction;
2. Code Enforcement/Awareness;
3. Fire & Arson Investigation; and
4. National/State/Regional Programs and Studies.

Each category within this activity has specific priorities. For additional details, please see Appendix B – Programmatic Information and Priorities, Section II. Funding Priorities.

- **Firefighter Safety Research and Development (R&D) Activity:** The R&D Activity is aimed at improving firefighter safety, health, or wellness through research and development that reduces firefighter fatalities and injuries.

The six project categories eligible for funding under this activity are:

1. Clinical Studies;
2. Technology and Product Development;
3. Database System Development;
4. Dissemination and Implementation Research;
5. Preliminary Studies; and
6. Early Career Investigator.

Performance Metrics

Performance metrics for this program are as follows:

- **FP&S Activity**
 - Community Risk Reduction:
 1. Decrease in fire incidents per 100 residents in target population
 2. Decrease in fire deaths per 1000 residents in target population

3. Percent of whole community population trained
 4. Percent of target population trained
 5. Local number of lives saved
 6. Local number of Quality-adjusted life years (QALY)
- Code Enforcement/Awareness:
 1. Decrease in percentage of total fire losses occurring in inspectable occupancies
 2. Decrease in number of structural fires/1000 residents of inspectable occupancies
 3. Decrease in fire deaths/1000 residents of inspectable occupancies
 4. Decrease in inspectable property structure fires with at least \$25,000 in loss
 - Fire and Arson Investigation:
 1. Increase in percentage of fires where cause is determined
 2. Increase in arson arrest and conviction rates
 - National/State/Regional Programs and Studies:
 1. Number of firefighters trained
 - **R&D Activity (All Categories)**
 1. Number of Training Academies adopting training materials developed through FP&S Research (breakout by Career and Volunteer)
 2. Number of firefighters trained with materials developed through FP&S Research (breakout by Career and Volunteer)
 3. Industry standards influenced, changed, or added through FP&S Research

Data for these metrics will be collected throughout the life of the grant during reporting and closeout.

Program Priorities

For information on program priorities and objectives for the FY 2018 FP&S Grant Program, refer to [Appendix B – Programmatic Information and Priorities](#). The FP&S Program also addresses the following “Core Capabilities” of the National Preparedness Goal:

- Fire Management and Suppression
- Planning
- Public Information and Warning
- Environmental Response/Health and Safety
- Threats and Hazards Identification
- Public Health, Healthcare, and Emergency Medical Services
- Risk and Disaster Resilience Assessment
- Community Resilience
- Long-Term Vulnerability Reduction

B. Federal Award Information

Award Amounts, Important Dates, and Extensions

Available Funding for the NOFO: \$35,000,000

Projected Number of Awards: 150

Period of Performance: 12 – 36 months. Extensions are permitted. For additional information on period of performance extensions, refer to Section H: Additional Information.

- **FP&S Activity:** The period of performance for projects funded under the FP&S Activity is generally 12 months. Eligible applicants who propose complex projects, such as those under the National/Regional/State Programs and Studies project category, may apply for up to a 24-month period of performance from the date of award.
- **R&D Activity:** The period of performance for projects proposed under the R&D Activity is 12, 24, or 36 months from the date of award.

Projected Period of Performance Start Date(s): 06/01/2019

Projected Period of Performance End Date(s): 05/31/2020 – 05/31/2022

Funding Instrument: Grant

C. Eligibility Information

Eligible Applicants

The following entities are eligible to apply directly to FEMA under this NOFO:

- 1. Fire Prevention and Safety Activity (FP&S)**
Fire departments; and national, regional, state, local, federally recognized tribal, and non-profit organizations that are recognized for their experience and expertise in fire prevention and safety programs and activities. Both private and public non-profit organizations are eligible to apply for funding in this activity.

For-profit organizations, federal agencies, and individuals are not eligible to receive an FP&S Grant Award under the FP&S Activity.

- 2. Firefighter Safety Research and Development Activity (R&D)**

National, state, local, federally recognized tribal, and non-profit organizations, such as academic (e.g., universities), public health, occupational health, and injury prevention institutions. Both private and public non-profit organizations are eligible to apply for funding in this activity.

Fire departments are not eligible to apply for funding in the R&D Activity. Additionally, for-profit organizations, federal agencies, and individuals are not eligible to receive a grant award under the R&D Activity.

Eligibility Criteria

FP&S Grants are offered to support projects in two activities:

- **Fire Prevention and Safety Activity:** FP&S Projects are designed to reach high-risk target groups and mitigate the incidence of death and injuries caused by fire and fire-related hazards.
- **Firefighter Safety Research and Development Activity:** R&D Projects are aimed at improving firefighter safety, health, or wellness through research and development that reduces firefighter fatalities and injuries.

Each activity has its own application and eligibility requirements. These requirements are outlined in Appendix B – Programmatic Information and Priorities.

Other Eligibility Criteria

National Fire Incident Reporting System (NFIRS)

NFIRS reporting is not a requirement to apply for any FP&S Program; however, fire departments that receive funding under this program must agree to provide information to the NFIRS for the period covered by the assistance. If a recipient does not currently participate in the incident reporting system and does not have the capacity to report at the time of the award, that recipient must agree to provide information to the system for a twelve-month period commencing as soon as possible after they develop the capacity to report. Capacity to report to the NFIRS must be established prior to the termination of the performance period. The recipient may be asked by FEMA to provide proof of compliance in reporting to NFIRS. Any recipient that stops reporting to NFIRS during their grant's period of performance may be subject to the remedies for noncompliance at 2 C.F.R. § 200.338, unless they have yet to develop the capacity to report to NFIRS, as described above.

National Incident Management System (NIMS) Implementation

FP&S Grant Program applicants are not required to comply with the National Incident Management System (NIMS) to apply for funding under this NOFO or to be awarded a grant under this NOFO. However, any applicant that receives an FY 2018 FP&S Grant Program award must achieve the level of NIMS compliance required by the authority having command and control jurisdiction over the applicant's emergency service operations (e.g., a local government), prior to the end of the grant's period of performance.

Maintenance of Effort

A maintenance of effort is required under this program for all recipients, unless modified by a waiver, subject to waiver eligibility. An applicant seeking an award under this NOFO shall agree to maintain during the term of the grant, the applicant's aggregate expenditures relating to the activities allowable under this NOFO at not less than 80 percent (80%) of the average amount of such expenditures in the two fiscal years preceding the fiscal year in which the grant award is received.

For more information on waiver eligibility, please see Appendix C – Award Administration Information, Section I. Economic Hardship Waivers of Cost Share and Maintenance of Effort Requirements for the FP&S Grant Program for more information.

Cost Share or Match

An eligible applicant seeking an FP&S Grant Program award to carry out an activity shall agree to make available non-federal funds to carry out such activity in an amount equal to and not less than 5 percent of the grant awarded. The cost share is automatically calculated by the eGrant system in the Budget section of the application.

All recipients should ensure that they are thoroughly familiar with FEMA's cost sharing requirements identified below, as well as the appropriate cost principles as identified at 2 C.F.R. § 200.101(b)(1).

The recipient is not required to have the cost share at the time of application. However, before a grant is awarded, FEMA may contact potential awardees to determine whether the recipient has the funding in hand or if the recipient has a viable plan to obtain the funding necessary to fulfill the cost sharing requirement.

Types of Cost Share

1) Cash

Cost share match (cash or "hard match"), including non-federal cash spent for project-related costs.

2) In-Kind

Cost share match (also known as "soft match" or non-cash) are allowable for FP&S grants. This includes using the values for the following in-kind contributions to meet the cost share requirement:

- Complimentary activities (such as providing additional smoke alarms for installation or education materials for public education); and
- Provision of staff, facilities, services, material, or equipment.

In-kind is the value of something received or provided that does not have a cost associated with it. For example, where an in-kind match is permitted, then the value of donated services could be used to comply with the match requirement. Also, third party in-kind contributions may count toward satisfying match requirements, provided the recipient receiving the contributions expends them as

allowable costs in compliance with provisions listed above.

Recipients who use in-kind contributions for their five percent cost share must comply with all applicable regulations and 2 C.F.R. Part 200 regarding matching or cost-sharing. Applicants who are under consideration for award and plan to use in-kind as their method for cost sharing will be asked to submit their plan for documenting and verifying in-kind contributions prior to award. Please see 2 C.F.R. § 200.306, as applicable, for further guidance regarding cost matching.

For more information on 2 C.F.R. Part 200, please visit <https://www.fema.gov/media-library/assets/documents/101236>.

Economic Hardship Waivers

The Administrator of FEMA may waive or reduce cost share requirements in cases of demonstrated economic hardship. Please see Appendix C – Award Administration Information, Section I. Economic Hardship Waivers of Cost Share and Maintenance of Effort Requirements for the FP&S Grant Program for more information.

D. Application and Submission Information

Key Dates and Times

Date Posted to Grants.gov:	11/12/2018
Application Start Date:	11/12/2018
Application Submission Deadline:	12/21/2018 at 5:00 p.m. EST
Anticipated Funding Selection Date:	03/01/2019
Anticipated Award Date:	06/01/2019

In general, DHS/FEMA will not review applications received after the deadline or consider them for funding. DHS/FEMA may, however, extend the application deadline on request for any applicant who can demonstrate that good cause exists to justify extending the deadline. Good cause for an extension may include technical problems outside of the applicant’s control that prevent submission of the application by the deadline, or other exigent or emergency circumstances. If applicants experience technical issues, they must notify the FEMA Help Desk as soon as possible. The AFG Help Desk can be reached at 1-866-274-0960 or by e-mail: firegrants@dhs.gov. The Help Desk is open Monday – Friday, 8:00am – 4:00pm EST.

Other Key Dates

Event	Suggested Deadline for Completion
Obtaining DUNS Number	Four weeks before actual submission deadline
Obtaining a valid EIN	Eight weeks before actual submission deadline
Updating SAM registration	Four weeks before actual submission deadline
Submitting complete application in eGrants	One week before actual submission deadline

Assistance to Firefighters Grant Program (AFG)



Fire Prevention & Safety (FP&S) Grants

FY2018 FP&S Frequently Asked Questions

What is the purpose of FY2018 FP&S Grants?

The purpose of this grant program is to fund Fire Prevention and Safety (FP&S) Activities and Firefighter Safety Research and Development (R&D) Activities. FP&S Activities are designed to reach high-risk target groups and mitigate incidences of death, injuries, and property damage caused by fire and fire-related hazards. Firefighter Safety R&D Activities are aimed at improvements to firefighter health and safety.

How do I apply for a FP&S Grant?

The automated FY2018 FP&S Grant application is accessible from the AFG website (www.fema.gov/firegrants/). The automated application has been designed with help screens and drop-down menus to assist you throughout the application process.

Note: If you are using any Web browser other than Internet Explorer, such as Firefox or Netscape, you may have problems with the drop-down menus in the application. You can either access our application through Internet Explorer (which is preferred) or you can use the up and down keys on your keyboard to make the selection; then click enter.

Who is eligible to apply?

Eligible applicants for the FP&S Activity include fire departments; and national, regional, state, local, federally recognized tribal, and non-profit organizations that are recognized for their experience and expertise in fire prevention and safety programs and activities. Both private and public non-profit organizations are eligible to apply for funding in this activity.

Eligible applicants for the Firefighter Safety R&D Activity include national, state, local, federally recognized tribal, and non-profit organizations, such as academic (e.g., universities), public health, occupational health, and injury prevention institutions, especially those recognized for experience and expertise in firefighter safety research and development programs or whose applications demonstrate strong experience and expertise in research and development that has the potential to improve firefighter safety. Both private and public non-profit organizations are eligible to apply for funding in this activity.

Fire departments are not eligible to apply for funding in the R&D Activity. Additionally, for-profit organizations, federal agencies, and individuals are not eligible to receive a grant award under the R&D Activity.

What projects can I apply for?

FP&S Grants are separated into the following two activities:

1. Fire Prevention and Safety (FP&S) Activity: Applicants can apply for up to three separate projects within this activity. The

period of performance for projects funded under the FP&S Activity is generally 12 months. Eligible applicants who propose complex projects, such as those under the National/State/Regional Programs and Studies project category, may apply for up to a 24 month period of performance from the date of award. Eligible project categories include: Community Risk Reduction (Smoke Alarms, Sprinkler Awareness, Risk Assessments, Public Education, Training, General Prevention/Awareness, Juvenile Firesetter Projects, Wildland Fire Prevention Programs), Code Enforcement/Awareness, Fire & Arson Investigation, and National/State/Regional Programs and Studies. Applicants requesting a Risk Assessment project are precluded from applying for additional projects. All applicants are subject to a five percent cost share.

2. Firefighter Safety Research and Development (R&D) Activity: Applicants can apply for up to three separate projects within this activity. The period of performance is 12, 24, or 36 months from the date of award. Proposed projects must address the potential for a successful research outcome to be implemented in the fire service and reduce firefighter fatalities or injuries. Eligible project categories include: Clinical Studies, Technology and Product Development, Database System Development, Dissemination and Implementation Research, Preliminary Studies, and Early Career Investigators. All applicants are subject to a five percent cost share.

How many projects can I apply for under FP&S?

Applicants may submit only one FP&S Grant application per FP&S Grant application period, but may request financial assistance for as many as three projects under each activity (FP&S and R&D).

Does my project have to address children, seniors, or firefighters?

You have to determine the target population that is at risk in your community. You do not have to conform to national statistics in order to be eligible for funding. You need to justify how you determined the target population, how your proposed project will address the community's vulnerability and benefit the target population. In addition, you need to ensure your solution is age-appropriate for that target population.

Are sprinkler systems eligible for funding?

A sprinkler system installed for demonstration only purposes can be eligible for funding, but it must be part of a comprehensive sprinkler educational effort.

How much funding is available for the FY2018 FP&S?

There is \$35 million available for funding FP&S Grant Program Activities. Each applicant can submit a request for up to \$1.5 million federal share.

What is the maximum amount of funding an applicant can be awarded?

Each applicant can submit a request for up to \$1.5 million federal share and ultimately receive an award for that amount. For multi-year projects, applicants can divide the \$1.5 million over the period of performance however they deem necessary.

FP&S Research and Development applicants applying under the Early Career Investigator category are limited to a maximum federal share of \$75,000 per project year.

Where do I submit the federally approved Indirect Cost Rate Agreement?

You do not need to submit a copy of your Indirect Cost Rate Agreement at the time of application. If you are awarded a grant, we will request a copy at that time. However, please ensure that the request details budget portion of your application includes information pertaining to your Indirect Cost Rate Agreement.

I was recently awarded a FY2017 FP&S Grant. Can I still apply for a FY2018 FP&S Grant?

Yes. However, since the possibility exists that the period of performance on the FY2017 and the FY2018 Grants will overlap, you need to ensure that if you are awarded a FY2018 Grant, the start of your FY2018 Grant does not depend on the completion of your FY2017 Grant. Additionally, you should ensure that receipt of a FY2018 Grant will not impact your ability to continue with and/or complete your FY2017 Grant.

What changes were made to the FP&S since last year?

- Under the FP&S Activity, clarification has been provided that Risk Assessments can include Wildland and Wildland Urban Interface Risk Assessments.
- The following performance metrics have been added to the FY2018 FP&S NOFO:
 - FP&S Activity
 - Community Risk Reduction: 1. Decrease in fire incidents per 100 residents in target population, 2. Decrease in fire deaths per 1000 residents in target population, 3. Percent of whole community population trained, 4. Percent of target population trained, 5. Local number of lives saved, and 6. Local number of Quality-adjusted life years (QALY).
 - Code Enforcement/Awareness: 1. Decrease in percentage of total fire losses occurring in inspectable occupancies, 2. Decrease in number of structural fires/1000 residents of inspectable occupancies, 3. Decrease in fire deaths/1000 residents of inspectable occupancies, and 4. Decrease in inspectable property structure fires with at least \$25,000 in loss.
 - Fire and Arson Investigation: 1. Increase in percentage of fires where cause is determined, and 2. Increase in arson arrest and conviction rates.
 - National/State/Regional Programs and Studies: 1. Number of firefighters trained.
 - R&D Activity (All Categories)
 1. Number of Training Academies adopting training materials developed through FP&S Research (breakout by Career and Volunteer)
 2. Number of firefighters trained with materials developed through FP&S Research (breakout by Career and Volunteer)
 3. Industry standards influenced, changed, or added through FP&S Research

How does an eligible applicant obtain help with the application?

Call the AFG/FP&S Help Desk at (866) 274-0960 with your questions. During the application period (11/12/2018 - 12/21/2018), the Help Desk will be staffed between the hours of 8:00 a.m. and 4:30 p.m. Eastern Time, Monday through Friday. However, the hours may change as the application period progresses. The toll-free number also accepts voice mail messages after hours or if the lines are busy. Questions may also be faxed to (866) 274-0942 or e-mailed to FireGrants@fema.dhs.gov.

What is the deadline for FY2018 FP&S Grant applications to be submitted?

All applications must be completed and submitted online by 5:00 p.m. Eastern Time on Friday, December 21, 2018.

How are the FP&S Grant applications reviewed?

FP&S Grant applications will be reviewed according to the evaluation criteria listed in the NOFO. Review the NOFO and focus on these criteria in order to develop a competitive application for panel reviews. All eligible FP&S Grant applications go to panel reviews.

When will the awards be announced?

Award announcements will be made at the beginning of Summer 2019 and on a continuous basis until all available funds have been awarded.

Is there a cost share for fire departments?

Yes. In general, an applicant seeking an FP&S Grant to carry out an activity shall agree to make available non-federal funds to carry out such activity in an amount equal to and not less than five percent of the grant awarded. The cost share is automatically calculated by the eGrant system in the Budget section of the application.

All recipients should ensure that they are thoroughly familiar with FEMA's cost sharing requirements, as well as appropriate cost principles in the federal regulations applicable at the time a grant is awarded.

Applicants who are under consideration for award and plan to use in-kind as their method for cost sharing will be asked to submit their plan for documenting and verifying in-kind contributions prior to award.

NOTE: The Administrator of FEMA may waive or reduce cost share requirements in cases of demonstrated economic hardship. For more information, please refer to the NOFO, Appendix C. Award Administration Information, I. Economic Hardship Waivers of Cost Share and Maintenance of Effort Requirements for the Fire Prevention & Safety (FP&S) Grant Program.

Types of Contributions

1. Cash

Cost share match (cash or hard match), including non-federal cash spent for project-related costs.

2. In-Kind

In-kind (soft; other than cash payments) cost share matches are allowable for FP&S Grants. Such matches include, but are not limited to, the valuation of in-kind services, complementary activities, and provision of staff, facilities, services, material, or equipment. In-kind is the value of something received or provided that does not have a cost associated with it. For example, where an in-kind match is permitted, then the value of donated services could be used to comply with the match requirement. Also, third party in-kind contributions may count toward satisfying match requirements, provided the recipient receiving the contributions expends them as allowable costs in compliance with provisions listed above.

Recipients who use in-kind contributions for their five percent cost share must comply with all applicable regulations and 2 C.F.R. Part 200 regarding matching or cost-sharing. Applicants who are under consideration for award and plan to use in-kind as their method for cost sharing will be asked to submit their plan for documenting and verifying in-kind contributions prior to award. Please see 2 CFR § 200.306, as applicable, for further guidance regarding cost matching. For more information on 2 C.F.R. Part 200, please visit <https://www.fema.gov/media-library/assets/documents/101236>.

Will there be a cost share requirement for national, regional, state, local or community organizations this year?

Yes, there is a cost share requirement of five percent for national, regional, state, local or community organizations applying under either the FP&S Activity or the R&D Activity. In general, all eligible applicants seeking an FP&S Grant to carry out an activity shall agree to make available non-federal funds to carry out such activity in an amount equal to and not less than five percent of the grant awarded. The cost share is automatically calculated by the eGrant system in the Budget section of the application.

All recipients should ensure that they are thoroughly familiar with FEMA's cost sharing requirements identified above, as well as appropriate cost principles in the federal regulations applicable at the time a grant is awarded.

Applicants who are under consideration for award and plan to use in-kind as their method for cost sharing will be asked to submit their plan for documenting and verifying in-kind contributions prior to award.

NOTE: The Administrator of FEMA may waive or reduce cost share requirements in cases of demonstrated economic hardship. For more information please refer to the NOFO, Appendix C. Award Administration Information, I. Economic Hardship Waivers of Cost Share and Maintenance of Effort Requirements for the Fire Prevention & Safety (FP&S) Grant Program.

Types of Contributions

1. Cash

Cost share match (cash or hard match), including non-federal cash spent for project-related costs.

2. In-Kind

In-kind (soft; other than cash payments) cost share matches are allowable for FP&S Grants. Such matches include, but are not limited to, the valuation of in-kind services, complementary activities, and provision of staff, facilities, services, material, or equipment. In-kind is the value of something received or provided that does not have a cost associated with it. For example, where an in-kind match is permitted, then the value of donated services could be used to comply with the match requirement. Also, third party in-kind contributions may count toward satisfying match requirements, provided the recipient receiving the contributions expends them as allowable costs in compliance with provisions listed above.

Recipients who use in-kind contributions for their five percent cost share must comply with all applicable regulations and 2 C.F.R. Part 200 regarding matching or cost-sharing. Applicants who are under consideration for award and plan to use in-kind as their method for cost sharing will be asked to submit their plan for documenting and verifying in-kind contributions prior to award. Please see 2 CFR § 200.306, as applicable, for further guidance regarding cost matching. For more information on 2 C.F.R. Part 200, please visit <https://www.fema.gov/media-library/assets/documents/101236>.

Are multi-year projects eligible under the Firefighter Safety R&D Activity?

Yes. Firefighter Safety R&D Applicants can propose projects (limited to \$1.5 million federal share) with up to a three year period of performance. Greater detail should be given for the first year; and also describe specific goals and objectives for second (and third) year(s). With reference to the study's goals, objectives, and specific aims, provide a literature review that includes citations in the text and references at the end of the application. The review should make it clear that the proposed study is necessary, different from other current studies, offers a unique contribution, or adds to an existing body of knowledge. Additional information provided should include:

- A contingency plan with examples of what may be the key challenges and plans to address and overcome them.
- A monitoring plan that identifies progress toward achieving established goals and that ensures costs are monitored.
- A spending plan that corresponds with the overall project and specific-year goals and objectives.

I am applying for the Firefighter Safety R&D Activity and the Curriculum Vitae (CV) will not fit into the narrative section. Can I attach this as a file?

Yes, the CV must be included in the Appendix and each CV is limited to 2 pages. The system accepts attachments. R&D Activity applicants should upload their narrative in the space provided on the narrative screen. Applicants for the R&D Activity must comply with the following guidelines:

- 1.** Applications must include one Narrative Statement and one Appendix document (per project).
- 2.** The Narrative Statement for the R&D Activity is limited to 25 pages per project. The first page of the Narrative Statement must include an abstract of about 250 words that addresses purpose and aims, relevance, methods, and anticipated outcomes. Additionally, the fire service evaluation criteria should be addressed at the beginning of the narrative utilizing no more than 5 pages. All narrative text, including pertinent references and footnotes must be in the Narrative Statement. It must include which selected R&D category type the project is addressing. Also, the contact information (e-mail address and telephone number) for the principal investigator must be provided on the first page of the Narrative Statement.
- 3.** It may be useful to organize the Narrative Statement to follow the R&D Evaluation Criteria listed within the NOFO, including the Fire Service criteria first followed by the Science criteria.
- 4.** All references and footnotes pertaining to the Narrative Statement must be in the Narrative Statement. Tables and figures may be included in either the Narrative Statement or the Appendix document.
- 5.** The Appendix is limited to 25 pages per project. It may include, as appropriate, data collection instruments, additional tables and figures, illustrations, specifications for product designs, and letters of commitment and role description from partners. Additionally, if this project is a resubmission, applicants may use the Appendix to address how they adapted the proposal to address reviewer concerns from a previous year.
- 6.** A biographical sketch (biosketch) for the PI and lead scientists, as well as other key research personnel listed in the budget, are to be included in the Appendix, but are limited to a maximum of two pages per biosketch. Applicants are strongly encouraged to follow the biographical sketch sample (see NOFO Section E. Application Review Information, 2. Review and Selection Process, Section e. Biographical Sketch Sample for Research and Development Projects) in preparing the biosketch.
- 7. Font:** Times New Roman or Arial.
- 8. Font Size:** 11 points (11 pt) or larger.
- 9. Page Dimensions:** Page dimensions must be 8.5" x 11" or smaller.
- 10. Margins:** All margins (top, bottom, left, and right) must be at least 1".
- 11. Header:** The header on each page of the Narrative Statement and the Appendix should contain:
 - PI (surname)
 - Institution name (abbreviated)
 - Project Short Title
 - Page Number

Assistance to Firefighters Grant Program (AFG)



FEMA

Fire Prevention & Safety (FP&S) Cost Share Calculator



Calculating Federal Share and Cost Share for FP&S Grants

In order to assist you with determining your organization's Cost Share for FP&S Grants, a calculator and explanation of the formula is provided below. All applicants should ensure they are familiar with FEMA's administration of cost sharing requirements. Applicants are not required to have their cost share available when submitting the application. For additional information, refer to the Cost Share and Maintenance of Effort Requirements section of the Notice of Funding Opportunity Announcement (NOFO).

Determine the Organization's Cost Share Percentage

All eligible applicants seeking a FP&S Grant to carry out an activity shall agree to make available non-federal funds to carry out such activity in an amount equal to and not less than five (5) percent of the grant awarded. Both cash and in-kind are eligible types of contributions. Please see the Cost Share and Maintenance of Effort Requirements section of the NOFO for more information on these types of contributions.

Example Cost Share Calculation

Total Project Cost:	\$100,000.00
Cost Share Percentage:	5%
Federal Funding Assistance:	\$95,238.10
Cost Share:	\$4,761.90

Example Cost Share Formula

X = Federal Funding Assistance
 Y = Total Project Cost
 P = Cost Share Percentage
 $X + (P)(X) = Y$

X = Federal Funding Assistance
 Y = \$100,000
 P = 5%
 $X + (P)(X) = Y$
 $X = Y/1.15$

X = Federal Funding Assistance
 Y = \$100,000
 P = 5%
 $X = \$100,000/1.05$
 $X = \$95,238.10$
 Local Cost Share = \$4,761.90

Use the Calculator Below to Determine the Cost Share for your Organization

Total Project Cost:	\$ 93,621.00
Cost Share Percentage:	5.00%
<i>Example: For 5% enter .05 into the calculator</i>	
Federal Funding Assistance:	\$ 89,162.86
Cost Share:	\$ 4,458.14

2019 Price Sheet



*Mobile
Concepts*
Specialty Vehicles

(724)542-7640
480 Bessemer Rd.
Mt Pleasant, PA 15866
Sales@MobileConcepts.com

Mobile Concepts Offers Three Lines of Fire Prevention Vehicles

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<i>The Original SCOTTY Fire Safety House</i>	<i>Pg. 4</i>
<i>The Sprinkler Demonstration Unit</i>	<i>Pg. 5</i>

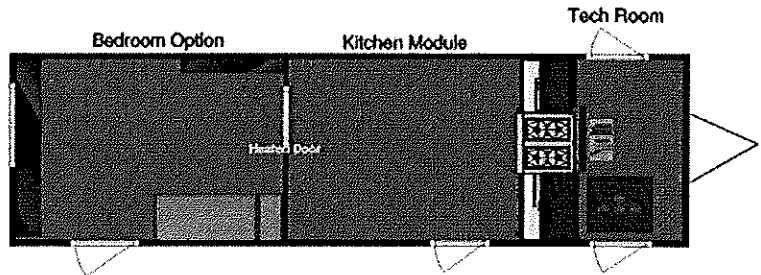
Prices are FOB Factory and effective through 12/19

The Safety House Next Generation is here. All of the built-in technology needed for your presentation is included: touch screen pad that allows the instructor to operate the age-appropriate curriculum, special effect lighting, sounds, smoke and more! The dramatic life-like oven and stovetop fire simulators, specialty lighting and architectural finishes add to the appeal of this premier training simulator.

35iBed

\$95,750.00

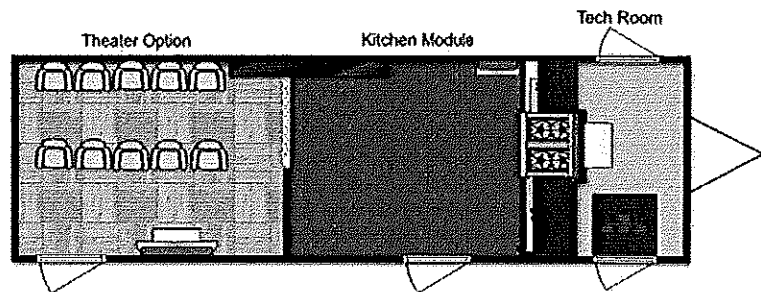
Bedroom with heated door, escape window & ladder, bed w/mattress, non-toxic smoke system and smoke alarms. Kitchen module and tech room with built-in technology.



35iTheater

\$91,550.00

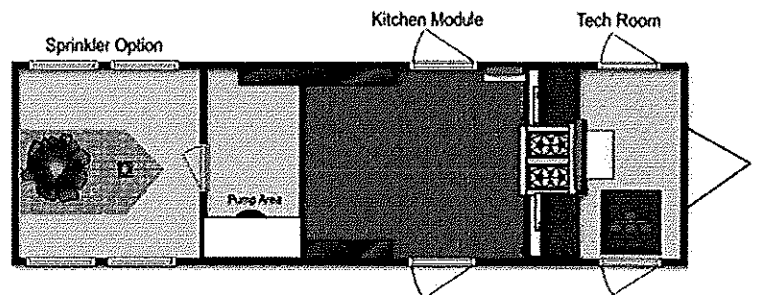
Theater room for video presentation w/flat panel TV, surround sound, dimmable lighting & seating for up to 10. Kitchen module and tech room with built-in technology.



35iSprinkler

\$107,250.00

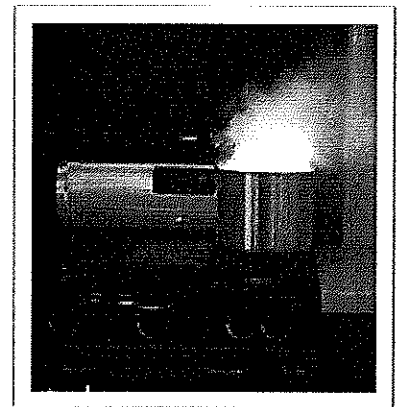
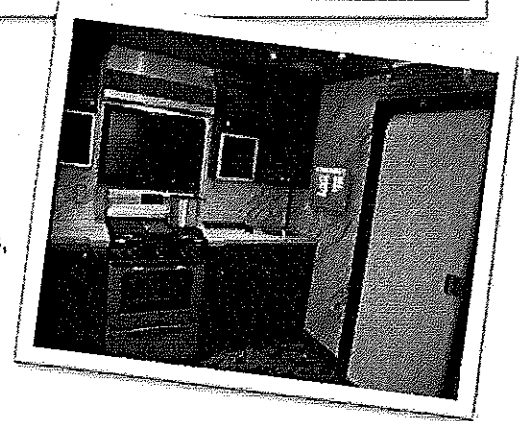
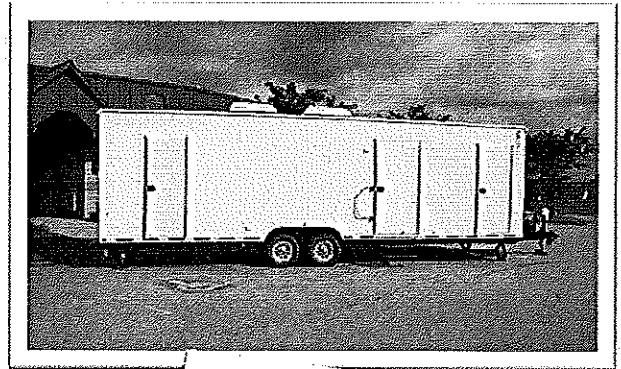
Live fire demo viewed from outside trailer. All sprinkler components and features needed for a safe "burn" presentation installed. Kitchen module and tech room with built-in technology.



Optional Equipment

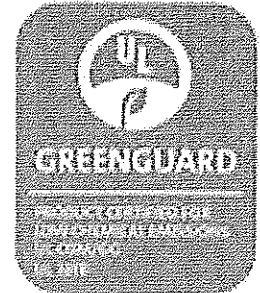
Honda EU7000is Super Quiet Electric Start Generator (60dB) on Hitch with soft vinyl cover	6,487.00
Deluxe roll-out awning 8'x21'	1,131.00
Deluxe Electric 12v Roll-out Awning (8x21)	2,132.00
7' Aluminum Foldable Wheelchair Ramp w/On-Board Storage Compartment instructor provides assistance for entering and exiting trailer/does not meet ADA slope requirements	1,270.00
Alarm Group	1,960.00
<ul style="list-style-type: none"> Smoke Alarm for Hearing-Impaired w/Strobe Light 2 Carbon Monoxide Detectors: 1 hard-wired w/switch & a digital read-out detector Pull Station w/horn & strobe: Includes master cut-off switch 	
Electric Stabilizing Jacks w/ auxiliary battery Installed in place of manual jacks	2,268.00
55" LED Monitor built-in w/Exterior Viewing: 55" touch screen monitor for viewing with locking roll up door.	15,000.00
Custom Vinyl Graphics Package	Varies

- ✓ **Next generation of the Safety House** When you walk into our newest model you are immediately immersed into the next generation of a mobile fire and life safety classroom. From the architectural finishes to the built-in technology; this is the future of life-safety education.
- ✓ **Designed for your success** Every element of the Safety House Next Generation was engineered to provide a premier training simulator for your community's residents. All features are simplified for easy set up and operation from the pre-installed proprietary software to the activation switch for the live stove and oven fire.
- ✓ **Oven and stovetop fire scenarios** The dramatic oven and stove top fire scenarios require the user to quickly evaluate the situation and make a decision on how to act. All audience members can witness this live demonstration but only 16 year old+ are active participants in the hands-on training.
- ✓ **You have complete control of the system** The touch screen monitor puts you in total control of the video curriculum and special effects including lights, smoke, sound and video.
- ✓ **Confidence in our curriculum** Developed by an accredited life and fire safety expert, the audience answers on-screen questions after viewing the safety scenario. If they respond correctly, they advance to the next scene. Answering incorrectly will result in a barrage of lights, smoke and sound with another opportunity to answer correctly.
- ✓ **Pre- & post-testing** Test the audience on the curriculum before and after the video presentation. This value-added assessment allows you to measure the audience's progress from start to finish.
- ✓ **Opportunities for discussion** Each safety scenario poses a challenge to the audience that is moderated by the instructor, who has the ability to start and stop the video to encourage audience participation.
- ✓ **Audience response system** This technology gains you immediate feedback on how well your audience answered the questions. Based on those results, you can review the safety topic and retest before moving on. 10 audience response devices and an instructor's device are included.
- ✓ **Age appropriate content** Once you select the age group of your audience, the appropriate scenarios and questions will appear on screen. The grade level choices are:
 - Pre-K to K
 - 1st to 3rd
 - 4th to 6th
- ✓ **Your life safety lessons will never go stale** Subscribe to our optional yearly ContentNOW service to access new curriculum including: shelter in place, elder-care, severe weather, household chemical emergencies, blackouts, biological threats, and more. With WiFi, all content is easily downloaded to your on-board server.



Standard Interior Features

- ✓ Interior wall finish: fire-rated high definition laminate certified by GREENGUARD Children & Schools Certification Program
- ✓ Specialty black lit carpet
- ✓ Fabric-covered ceiling for improved acoustics
- ✓ Stunning fluorescent carpet



Standard Kitchen Module

- ✓ Touch screen monitor to control all special effects, video content and Q&A sessions
- ✓ Modern cabinets, countertops and finishes
- ✓ Life-like oven and stove top fire simulators
- ✓ Specialty lighting
- ✓ Black light for carpet
- ✓ Surround sound speakers with a powered subwoofer
- ✓ Non-toxic smoke system & smoke alarms
- ✓ 37" LED monitor above the stove
- ✓ Dedicated DVD Player

Standard Curriculum

- ✓ Fire safety & home escape (E.D.I.T.H.) video content developed by credited sources for age groups: Pre-K to K; 1st to 3rd; 4th to 6th
- ✓ Severe weather video content for all ages
- ✓ 10 student response clickers to evaluate students during the Question & Answer sessions of the video

Standard Tech Room

- ✓ (2) Equipment Racks
- ✓ (3) Smoke Hazers
- ✓ (1) Raspberry Pi
- ✓ (5) DMX Controllers
- ✓ WiFi Router and Antenna
- ✓ 50-Amp AC Panel
- ✓ 80- Amp Converter
- ✓ Two (2) Exterior Access Doors

Standard Exterior Features

- ✓ 33 foot length frame
- ✓ Gel coat black fiberglass exterior
- ✓ Aluminum alloy wheels
- ✓ Two (2) 5200 lb. axles with 4-wheel electric brakes
- ✓ Four (4) heavy duty stabilizing jacks
- ✓ 2 5/16" adjustable coupler electric hitch jack & safety chains
- ✓ Electrical receptacle is NEMA style 125/250 VAC 50 amp
- ✓ Two (2) power exhaust fans
- ✓ Two (2) Heat Pumps high capacity

The Original SCOTTY Fire Safety House

Sales@MobileConcepts.com
 MobileConcepts.com
 724-542-7640

Exterior Packages

HOME DECOR(HD)-White vinyl siding, a mansard roof line and shutters
 FIBERGLASS(FG)-Gel Coat Fiberglass with an aerodynamic front profile

Prices are FOB Factory and effective through 12/19

Front Bleacher Seating- 31, 35 or 39 foot length <i>2 Rooms that the students tour; Bleacher-style seating for 12-20 depending on model and full-size kitchen w/multi-media cabinet. The separate bedroom has a walkthrough heated door. 2 escape methods from the bedroom; sliding window with ladder or exit door.</i>	31Bleacher	HD \$55,570.00 FG \$60,770.00
	35Bleacher (Most Popular Model)	HD \$55,970.00 FG \$61,170.00
	39Bleacher	HD \$58,470.00 FG \$63,670.00
Front Kitchen- 31, 35 or 39 foot length <i>3 Rooms that the students tour; Living room w/bench seats, multi-media cabinet & a "smoking" fireplace. Front kitchen & rear bedroom. 2 escape methods from the bedroom; sliding window with ladder or exit door.</i>	3100	HD \$55,570.00 FG \$60,770.00
	3500	HD \$55,970.00 FG \$61,170.00
	3900	HD \$58,470.00 FG \$63,670.00
Front Command- 35 or 39 foot length <i>This floor plan is designed with a dedicated command room which is separate from the bedroom and kitchen.</i>	3500 Front Command	HD \$55,970.00 FG \$61,170.00
	3900 Front Command	HD \$58,470.00 FG \$63,370.00
2Room- 35 foot only <i>Similarly sized bedrooms with large connecting hallway</i>	35-2ROOM	HD \$52,260.00 FG \$57,460.00
2 Classrooms- 35 foot length only <i>Largest size bedroom in a 35 foot length model. Full kitchen & multi-media cabinet in front.</i>	2CLRM	HD \$55,970.00 FG \$61,170.00
5th Wheel- 36 foot length <i>Choice of 5th wheel or gooseneck hitch.</i>	FW36Bleacher FW3600 FW3600-2CLRM	HD \$71,790.00 FG \$77,440.00
2 Levels- 31 & 35 foot lengths <i>Lower level living room w/ fireplace & multi-media cabinet. Upper level bedroom w/escape window, deck and ladder. Full-size ceiling height in kitchen & control room.</i>	31PC	HD \$65,570.00 FG \$70,770.00
	35PC	HD \$66,970.00 FG \$72,170.00

Partial Listing of Standard Equipment for the Original SCOTTY Fire Safety House and Sprinkler Demo

- Smoke machine, wireless remote
- High volume ventilation system
- 9-1-1 phone w int/ext jacks
- Heated door & temp gauge
- Hardwired smoke alarms
- Maple cabinet door upgrade
- Self-lifting exterior door for future TV
- Multi-media cabinet- standard on models with a living room
- Single-hung white vinyl windows
- Emergency escape ladder
- Safety stove/oven/ microwave
- Heavy-duty stabilizer jacks
- Tubular steel frame
- Commercial rubber roof w/ 12 year limited warranty
- 12-volt safety step lights
- Built-in surge protector
- Meets NATM Codes
- Electric hitch jack
- Standard operating guideline
- Operational DVD
- Factory service center
- In-house parts department
- Manufacturer warranty

The Sprinkler Demonstration Unit

Sales@MobileConcepts.com

MobileConcepts.com

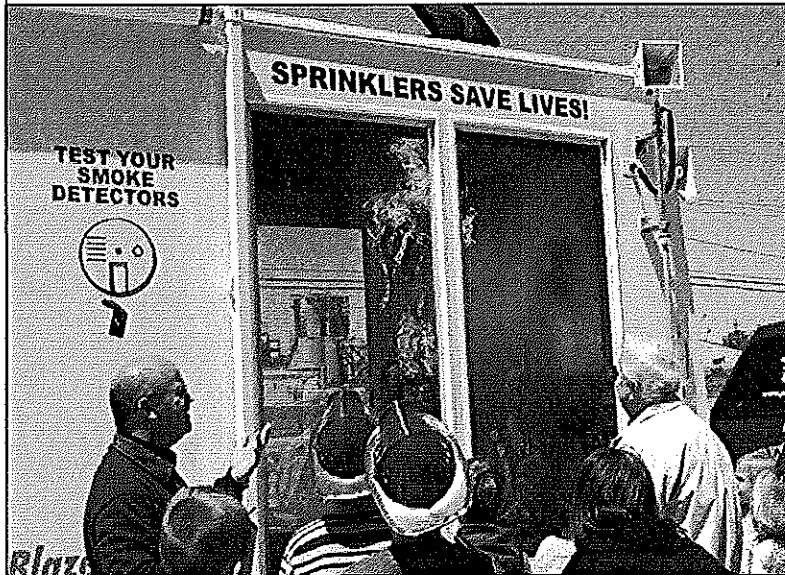
724-542-7640

Exterior Package

FIBERGLASS (FG)-Gel Coat Fiberglass with an aerodynamic front profile

Prices are FOB Factory and effective through 12/19

	Model	Price
Life Safety Sprinkler House- 31 foot length <i>Classroom w/bench seats. Sprinkler activation room in front. Fire demo is witnessed from the outside.</i>	LSSH	\$68,762.00
Combination Sprinkler & Fire Safety House- 39 foot <i>Combines Fire Safety House features (kitchen w/multi-media cabinet, bedroom w/heated door, escape window & ladder, non-toxic smoke system, 9-1-1 phone, control room) with Sprinkler activation room.</i>	COMBO LSSH/FSH	\$80,347.00



Both Models Include Burning Chair:
Aluminum tube chair with two removable seat cartridges and three boxes of excelsior packing material for clean burning

Sprinkler Activation Room - Demonstrate the effectiveness of sprinkler systems to your community. Four large Lexan windows allow participants to view the dramatic demonstration from outside. The walls of the activation room are wrapped in diamond tread plate. A galvanized steel heat shield covers the ceiling and front wall. The shield directs heat from the fire to the sprinkler head. A trough-style drain system and sloped floor allows for easy water drainage. Sprinkler system includes; ½ hp pump w/ activation switch, PEX & copper piping, water tank and 135° sprinkler head.

The Plan, Respond, Educate, Prepare (PREP) House

FIBERGLASS(FG)-Gel Coat Fiberglass with an aerodynamic front profile

	Model	Price
35 or 39 foot length-Mobile classroom with two separate rooms; bleacher seats for up to 20 students and rear classroom with a multi-media cabinet & ceiling-mounted projector with a whiteboard. Acoustic accordion door separates rooms.	35PREP	\$71,170.00
	39PREP	\$73,670.00

Options

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724-542-7640

Audio/Visual Enhancements

WeatherSmart™ Package: 29" flat LED TV, Home theater system with DVD player, 5 surround sound speakers & powered sub-woofer, Simulated lightning, "Shaking" blinds, Emergency Lights, Weather radio w/alert and special effect light. Commercially produced DVD for video & sound effects in the Tornado/Hurricane Package.	\$6,890.00
Add Earthquake Simulation	+\$968.00
29" LED TV and DVD Player built-in w/Exterior Viewing	\$1,260.00
Camera System: 3 interior cameras with monitor in control room. Audio capable.	\$4,270.00
Add exterior night vision programmable camera on aluminum push-up pole (joystick/keyboard controlled) w/built-in infrared day/night mode & back light compensation (IP66), 36X zoom, 360° pan, 180° tilt, freeze function, built-in defogger & lens wiper, temperature controlled cooling fan.	+\$4,545.00
Exterior Loudspeaker System with Wireless Microphone: 2 exterior speakers, wireless microphone and an 80 Watt amplifier.	\$1,540.00

Power

Honda EU7000is Super Quiet Generator on hitch (electric start). Built in inverter for ultra clean power for peak electronic performance. Includes Soft Vinyl Honda Cover	\$6,487.00
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Physically Challenged Enhancements

Wheelchair ramp w/on-board storage compartment: 7ft foldable aluminum ramp (slope not ADA compliant) w/interior storage. Instructor to provide assistance entering/exiting.	\$1,270.00
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Interior/Exterior Enhancements

Deluxe roll-out awning 8'x21'	\$1,131.00
Deluxe roll out awning 8'x24' w/center rafter	\$1,430.00
Deluxe Electric 12v Roll-out Awning (8x21)	\$2,132.00
Electric stabilizing jacks w/aux. battery: Installed in place of manual jacks	\$2,268.00
4 Gallon Case of Fog Fluid: Stock up on our non-toxic fog fluid to use w/smoke machine	\$188.00
Burning Trash Can: Flame inside trash can activated by wall switch. Realistic silk flame effect uses combination of airflow, light & fabric to create effect. No smoke.	\$578.00
Custom Exterior Graphics	Varies

Options

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MobileConcepts.com

724-542-7640

Air Conditioning & Heat

Heating: (2)-110v electric ceiling heaters with capacity of 4266 Btu each.	No Charge
2nd Heat Pump: Double your cooling power w/2nd ducted 13,500 Btu Heat Pump. *One High capacity heat pump is included in base price.	\$1,440.00

Packaged Option Groups

Alarm Group <ul style="list-style-type: none"> • Smoke Alarm for Hearing-Impaired with a Strobe Light • 2 Carbon Monoxide Detectors: 1 hard-wired w/switch and a digital read-out detector • Pull Station w/horn and strobe: Includes master cut-off switch 	1,960.00
Appearance Group <ul style="list-style-type: none"> • Brushed Aluminum Wheels (in place of standard wheels) • Lighted Exit sign installed above main entrance door with on/off switch • 9-1-1 house numbers on exterior 	\$1,730.00
Emergency Group <ul style="list-style-type: none"> • Heavy Duty Skid Wheels • Spare Rim/Tire • Back-up alarm 97db • Rolling Jack 3 ton • Four (4) Trailer Leveling Gauges • Lug Wrench • 4 Wheel Chocks • Safety Triangle Emergency Reflectors (set of 3) 	\$1,553.00
Prop Group <ul style="list-style-type: none"> • 4-Gallon Case Smoke Fluid • A Welcome mat • Flash light* • Gym Mat 4'x8' • Electric Toaster • Smoke Alarm battery-powered • Kitchen Towels/Oven Mitt/Throw Rug • Rechargeable Fire Extinguisher (5-10-20 lb) 	\$1,033.00
Injury Prevention Group <ul style="list-style-type: none"> • Seat belt w/shoulder strap securely installed on a bench (motor vehicle & pedestrian safety) • A bike helmet, elbow pads, kneepads and flashlight (bicycle safety) • Strong box sized for holding a pistol (firearm safety) • A longer pull cord for mini-blinds (strangulation) • A life jacket (water safety) 	\$708.00

Command Center Enhancements

Workstation: Fold down counter above bed with power ports (110v, CAT6, 12v jack, radio antenna pre-wire).	747.00
Telescopic scene lights; (2) 12v LED lights. A light is installed on front and rear of coach on side mount, push up, anodized aluminum telescopic pole, which rotates 360 degrees.	5,135.00
Night Vision Camera: see audio/visual enhancements for details	4,544.00



ACTION ITEMS



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 17, 2018

SUBJECT: CONSIDERATION TO APPROVE A DEVELOPMENT AGREEMENT WITH FRENCH BROTHERS, INC. CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY HOUSING.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: December 10, 2018
SUBMITTED BY: Kevin Robinson – Planning Department

Summary: French Brothers, Inc. has requested a Development Agreement concerning the development of single-family housing units located within the municipal boundaries. The developer proposes to produce market rate single-family units and is requesting infrastructure incentives of \$100,000.00.

Fiscal Impact:

Reviewed By:

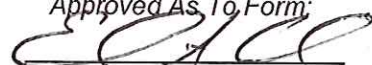

Finance Department

Acct: 01-0100-44901-00170
Available: \$267,720.00

Attachments: Developers Request and Development Agreement.

Legal Review:

Approved As To Form:


City Attorney

Recommendation:

Commission considers approval / denial of the attached Development Agreement.

Approved For Submittal By:


Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6746

A RESOLUTION TO APPROVE A DEVELOPMENT AGREEMENT WITH FRENCH BROTHERS, INC CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY.

WHEREAS, the City of Hobbs is proposing to enter into a Development Agreement with French Brothers, Inc. concerning the development of market rate single-family housing; and

WHEREAS, the aforementioned Development Agreement allows for an incentive of reimbursement of public infrastructure for this type of development, said agreement being in the best interest of the City.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that

1. The City of Hobbs hereby approves the Development Agreement, which is attached hereto and made a part of this Agreement as Exhibit #1 and the Mayor, and/or his designee, is hereby authorized to execute the Agreement.
2. That City staff and officials are authorized to do any and all deeds to carry out the intent of this Resolution.

PASSED, ADOPTED AND APPROVED this 17th day of December, 2018.

Sam D. Cobb, Mayor

ATTEST:

Jan Fletcher, City Clerk

**HOUSING DEVELOPMENT AGREEMENT BETWEEN
THE CITY OF HOBBS AND SINGLE FAMILY HOUSING DEVELOPER**

THIS AGREEMENT is entered into on this ____ day of ____ 2018 by and between the City Of Hobbs, New Mexico, a municipal corporation (hereinafter "City"); and French Brothers, Inc., PO Box 593, Alamogordo, NM 88310, (hereinafter "Developer") for the purpose of delivering Housing Developer Services to be provided to the City.

RECITALS:

** The City requires to contract with a Housing Development Company to deliver Single Family Market Rate Housing to the Citizens of Hobbs, New Mexico.

** Developer has submitted a proposal to the City to deliver the required Housing Developer Services work for the development of market rate single-family units, to be produced within 180 days of ratification of this agreement, within Zia Crossing Subdivision located within the Municipal Boundaries.

** Any outstanding Development Agreements between the Developer and the City of Hobbs concerning the production of Market Rate Housing shall become null and void upon the ratification of this agreement herewith.

NOW, THEREFORE, the City of Hobbs and Developer do hereby agree as follows:

A. Work To Be Performed.

1. The Developer shall furnish to the City its Professional Housing Developer Services for certain work regarding the Hobbs Single Family Housing Project. All single family structures completed under this agreement shall be located within the municipal boundaries and shall have received a certificate of occupancy after ratification of this agreement as per the incentive request proposal, which is attached hereto and made a part of this Agreement as Exhibit #1.

2. Developer shall furnish to City its professional Housing Developer Services as provided by this Agreement. The specific duties include the production and delivering to the public market Single Family Market Rate Housing Units in Hobbs. Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. The Developer shall build market rate housing on the property identified in the Developer's Proposal.

3. Specific activities required are to develop privately owned real property in the City including designing, building and transferring to the public individual market rate single family housing units. The City's subsidy may include any or all of the following funding assistance from the City:

Incentives are available for installed public municipal infrastructure only.

- a. Incentive not to exceed per square footage basis:
 - i. \$10.00 per sq. ft. north of Sanger
 - ii. \$20.00 per sq. ft. south of Sanger
 - iii. Calculation based on living area only
- b. Incentive not to exceed per unit basis:
 - i. \$10,000.00 per single family unit
 - ii. \$5,000.00 per multi-family unit
- c. Incentive not to exceed fair share per linear foot of infrastructure basis:
 - i. \$180.00 per lineal front footage of complete public infrastructure installed, and further broken down as follows:
 1. Water (\$25 / lf):
 - a. Twenty Five (\$25) per equivalent front foot of lot to which water service is provided (8" minimum service single family & 10" minimum service for multi-family);
 2. Sewer (\$35 / lf):
 - a. Thirty Five (\$35) per equivalent front foot of lot to which sewer service is provided (8" minimum service single family & 10" minimum service for multi-family);
 3. Street (\$90/ lf):
 - a. Ninety (\$90) per equivalent front foot of lot to which street is provided (built to Minor Residential standards as promulgated within the City of Hobbs Major Thoroughfare Plan);
 4. Sidewalk:
 - a. Thirty (\$30) per equivalent front foot of lot to which sidewalk (includes driveway with ADA accessible path) is provided;

Based on quantities of required publicly owned infrastructure installed with the project, the City Engineer shall determine if the value of the infrastructure is adequate as an equal exchange of value for the amount of City subsidy contributed to the housing project. The City Engineer shall resolve any issues concerning value or extent of infrastructure and amount of square footage of constructed housing units. Specifically, the City Engineer will determine the value or unit costs of the publicly owned infrastructure according to any City of Hobbs Annual Pavement/Concrete/Utility Contracts or public infrastructure projects and estimates.

B. Payment For Services.

- 1) The City shall pay for said services at the rates agreed to and as specified above in the Infrastructure details and the Developer's proposal, as shown herein. Payment will not be made by the City for any unit until a certificate of occupancy is issued, based on this Agreement.
- 2) The total compensation to be paid to the Developer during the term of this Agreement shall not exceed One Hundred Thousand Dollars (\$100,000.00), unless the Agreement is amended by the City Commission.

3) City subsidy shall be paid when each individual single family unit is complete and certificate of occupancy is issued, provided the certificate of occupancy for the unit is issued after ratification of this agreement. Payment will be made within fifteen (15) days following a written request from the Developer and upon City inspection of project completion.

4) Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. Such usage either now or in the future, for a period not to exceed 10 years from date of issuance of a C.O., shall require Developer to return any incentive funds received for any unit thus utilized, upon demand by the City. Developer shall record a "Declaration of Restrictive Covenants", attached hereto as Exhibit 2, to restrict such usage and to notify parties involved in future conveyances.

C. Construction Requirements.

Construction shall be of energy-efficient design per New Mexico Energy Conservation Code 2009, utilizing either stucco or brick on the exterior of all buildings.

D. Assignment of Agreement.

This Section refers to assignability of this Agreement, and not to assignability of the Project to be developed for housing. Developer shall not assign or transfer any interest in this Agreement. Except that Developer is permitted, upon City approval, to assign its interest to a Partnership or Corporation in which the Developer is the principal party or to an affiliated company, working with the Developer on the Project. Subject to the foregoing provision, this Agreement shall inure to the benefit of and be binding upon the parties to this Agreement and their respective successors and assigns; provided that upon any assignment of this Agreement by either party, the other party shall not be released from any obligation under, or liability accruing pursuant to this Agreement. Consent shall not unreasonably be withheld by either party.

E. Insurance Requirements and Hold Harmless Provision.

1. Developer agrees to obtain and maintain appropriate insurance during the course of the work program with the City of Hobbs, as follows, and shall indemnify and hold harmless City, its employees, agents, officers and officials from any and all claims, losses, causes of action, and/or liabilities resulting from the conduct, negligence, errors or omissions of Developer or any employee or agent of Developer while engaged in performing the services called for herein. Developer will provide a current Certificate of Insurance to be attached to this agreement, with the City of Hobbs as shown as an additional insured party.

2. The Developer shall maintain insurance coverage for General Liability, Automobile Liability, Errors and Omissions Insurance, and Workers' Compensation, subject to review and approval of the City Attorney.

F. Governing Law and Provisions.

1. This Agreement shall be governed by the laws of the State of New Mexico. Jurisdiction and venue relating to any litigation or dispute arising out of this Agreement shall be in the District Court of Lea County, New Mexico, only. If any part of this contract shall be deemed in violation of the laws or Constitution of New Mexico, only such part thereof shall be

thereby invalidated, and all other parts hereof shall remain valid and enforceable.

2. If any party is found by a court to have breached this Agreement, the breaching party agrees to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by another party in enforcing any covenant or provision of this Agreement, including the expenses of in house counsel.

G. Final Payment and Release of Claims.

1. Developer, upon final payment of all amounts due under this Agreement, releases the City and its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

2. City, upon Developer's final completion of all work items and covenants required of the Developer under this Agreement, shall release the Developer from all liabilities, claims and obligations whatsoever arising from or under this Agreement, on the day that is ten (10) years following the date of the City's issuance of a final certificate of occupancy on the Project.

H. Amendments.

This Agreement shall not be altered, changed, or amended except by written instrument approved and executed by both parties hereto.

I. Breach.

1. The following events constitute a breach of this Agreement by Developer:

a) Developer's failure to perform or comply with any of the terms, conditions or provisions of this Agreement.

2. The following events constitute a breach of this Agreement by City:

a) City's failure to perform or comply with any of the terms, conditions or provisions of this Agreement, including making timely and appropriate payments to the Developer.

J. Remedies Upon Breach.

1. Any party may sue to collect any and all damages that may accrue by virtue of the breach of this Agreement.

2. If any party is found by a court to have breached this Agreement, the breaching party agrees to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by another party in enforcing any covenant or provision of this Agreement.

K. Termination.

This Agreement shall be terminated upon the completion of all tenants herein specified or 180 days from date of ratification whichever comes first. A request for infrastructure reimbursement, for a qualified unit produced within the terms of this agreement, received after the Termination Date of this agreement will not eligible for payment.

L. Notice.

All notices given pursuant to or in connection with this Agreement shall be made in writing and posted by regular mail, postage prepaid, to the City, ATTN: City Attorney, 200 E. Broadway, Hobbs, NM 88240; to Developer ATTN and French Brothers, Inc., PO Box 593, Alamogordo, NM 88310 and to such other address as requested by either party. Notice shall be deemed to be received on the fifth day following posting.

M. Entire Agreement.

The foregoing constitutes the entire agreement between the parties hereto and may be modified only in writing by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

City of Hobbs

Developer

By: Sam D. Cobb, Mayor

By:

ATTEST:

APPROVED AS TO FORM:

JAN FLETCHER, City Clerk

EFREN CORTEZ, City Attorney



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 17, 2018

SUBJECT: Purchase of a 2018 VAC-CON HYDROEXCAVATOR VX390LH/800
DEPT. OF ORIGIN: Utilities
DATE SUBMITTED: December 6, 2018
SUBMITTED BY: Tim Woomer, Utilities Director

Summary:

The City of Hobbs Utilities Department requests the purchase of a 2018 VAC-CON HYDROEXCAVATOR VX390LH/800 equipped with a 9 cubic yard debris tank and a capacity of 800 gallons of fresh water. This purchase will utilize HGACBuy Contract Number SC01-18. The purchase of this vehicle would replace a 2008 VAC-CON HYDROEXCAVATOR that is in need of major mechanical repairs and has reached its useful life expectation. This vehicle serves as a safer and faster method of excavating our water mains and services to perform repairs and maintenance required for the City's Water Distribution System.

Fiscal Impact: \$335,548.00

Reviewed By: 
Finance Department

The total cost of the vehicle is \$335,548.00. Funds for this purchase are budgeted in the 2018-2019 Utilities Enterprise Fund, Account Number 61-4061-080-43006 (Equipment Over 5000.00).

Attachments:

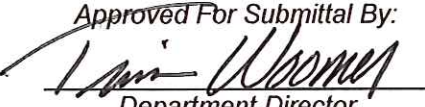

- HGACBuy Contract Number SC01-18
- Contract price listing
- Specifications - 2018 VAC-CON HYDROEXCAVATOR VX390LH/800

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Approve the purchase of a 2018 VAC-CON HYDROEXCAVATOR VX390LH/800 at a cost of \$335,548.00.

<p>Approved For Submittal By:</p> <p> Department Director</p> <p> City Manager</p>	<p>CITY CLERK'S USE ONLY COMMISSION ACTION TAKEN</p> <p>Resolution No. _____ Continued To: _____ Ordinance No. _____ Referred To: _____ Approved _____ Denied _____ Other _____ File No. _____</p>
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CITY OF HOBBS REQUISITION/QUOTE FORM

(Purchases \$500.00-\$5,000.00 SPD & GSA Contract)

TO: CPO
 FROM: **Utilities Dept.**
 DATE: **11/29/2018**

VENDOR NAME:
 ADDRESS:
 PHONE/FAX NO:

1) Vac-Con, Inc. 969 Hall Parh Rd. Green Cove Springs, FL 32043 Phone: (904) 526-1166 Fax: (904) 284-3305	2)	3)
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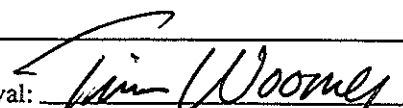
QTY	DESCRIPTION ITEM(S) SERVICE TO BE PURCHASED	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	XCAVATOR 9CU YD DEBRIS TANK, 800 GAL H20	\$331,148.00	\$331,148.00				
TOTAL AMOUNT			\$331,148.00				
DELIVERY DATE			N/A				
ESTIMATED SHIPPING CHARGES			\$4,400.00				

CHECK ONE: STATE CONTRACT / GSA CONTRACT CONTRACT NO. SC01-18 EXPIRATION DATE N/A

SPD or GSA contracts should be attached or on file in CPO. GSA contracts must have a letter from the contractor indicating a willingness to extend pricing, and all terms to the City of Hobbs.

AWARD TO: Vac-Con, Inc. POINT OF CONTACT: Lai Bazemore (If new vendor make sure address is on this form)

If lowest price is not recommended, please state why (subject to approval by CPO) HGAC Buy

Account No. 610-4061-080-43006 Prepared By: Todd Ray Department Approval: 



CONTRACT PRICING WORKSHEET
For Standard Equipment Purchases

Contract No.:

SC01-18

Date Prepared:

11/5/2018

"This Worksheet is prepared by Contractor and given to End User.

If a PO is issued, all documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

ANY CHANGES TO HGAC OFFER MUST BE MADE BY VAC-CON.

Please make Purchase Order out to Vac-Con, Inc. 969 Hall Park Rd., Green Cove Springs, FL 32043

Remit to Vac-Con, Inc. at JP Morgan Chase, 24295 Network Place, Chicago, IL 60673-1242

or Wire Transfer Funds to Vac-Con Acct #754249605 at JP Morgan Chase ABA 021000021 Swift #CHASUS33 ACH #07100013 "

Buying Agency:	CITY OF HOBBS, NM	Contractor:	VAC-CON, INC.
Contact Person:		Prepared By:	LAI BAZEMORE
Phone:		Phone:	904-529-1166
Fax:		Fax:	904-284-3305
Email:		Email:	lbazemore@vac-con.com

Product Code:	D089	Description:	XCAVATOR 9CU YD DEBRIS TANK, 800 GAL H20
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: VX390LH/800	\$179,500.00
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B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost
Subtotal Options & Accessories - see attached sheets B1:	\$62,620.00
Subtotal Chassis (Not Available to Customers in the State of TX) see attached sheets B2:	\$88,100.00
Subtotal From Additional Sheet(s):	
FINAL MODEL NUMBER:	Subtotal B: \$150,720.00

C. Unpublished Options - Itemize below - Attach additional sheet if necessary
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
MIRROR MTD LED BEACON .STROBE	\$928.00		
		Subtotal From Additional Sheet(s):	
		Subtotal C:	\$928.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	0%
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D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	\$331,148.00	=	Subtotal D:	\$331,148.00
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E. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
Delivery	\$4,400.00		
		Subtotal E:	\$4,400.00

Delivery Date:	F. Total Purchase Price (D+E):	\$335,548.00
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CHASSIS SPECIFICATIONS

GENERAL SUMMARY

114SD 4X2 AUTO

GVWR: 43000 LBS, FRONT: 20000 LBS, REAR: 23000 LBS

WB: 252" CA: 168.5" AF: 75"

ENGINE, DIESEL: CUM ISL 370 HP @ 2000RPM, 2100 GOV RPM, 1250 LB/FT @ 1400RPM

TRANSMISSION, AUTOMATIC: ALLISON 3000 RDS WITH PTO PROVISION

AXLE, FRONT NON-DRIVING: DETROIT DA-F-20.0-5 20000 LBS FL1 71.0 KPI/3.74
DROP SINGLE FRONT AXLE

AXLE, REAR, SINGLE: RS-23-160 23000-LB CAPACITY, RATIO 5.63

ELECTRONIC PARAMETERS

GOVERNOR: PTO GOVERNOR RAMP RATE – 200 RPM PER SECOND

ENGINE EQUIPMENT

CUMMINS ISL 370 HP @ 2000RPM, 2100 GOV RPM, 1250 LB/FT @ 1400RPM

AIR COMPRESSOR: CUMMINS TURBOCHARGED 18.7 CFM WITH INTERNAL SAFETY VALVE

EXHAUST SYSTEM: SINGLE, VERTICL TAILPIPE & GUARD

MUFFLER/TAILPIPE: AFTERTREATMENT, UNDER STEP MOUNTED

SWITCH, EXHAUST: CUMMINS EXHAUST BRAKE INTEGRAL WITH VARIABLE GEOMETRY TURBO WITH ON/OFF DASH SWITCH

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JUMP START: POSITIVE AND NEGATIVE POSTS LOCATED ON FRAME NEXT TO STARTER

ALTERNATOR: DR 12V 160 AMP 28-SI QUADRAMOUNT PAD WITH REMOTE BATTERY VOLT SENSE

BATTERY SYSTEM: (2) ALLIANCE MODEL 1231, GROUP 31, 12 VOLT MAINTENANCE FREE 2250 CCA THREADED STUD BATTERIES

BATTERY BOX WITH COVER: NON-POLISHED

FUEL FILTER: CUMMINS SPIN ON TYPE

FUEL FILTER/ WATER SEPARATOR: ALLIANCE WITH PRIMER PUMP

OIL FILTER, ENGINE: COMBINATION FULL FLOW/BYPASS

FAN DRIVES: HORTON 2-SPEED DRIVEMASTER POLAR EXTREME FAN DRIVE

RADIATOR: 1300 SQ" ALUMINUM

ANTI-FREEZE: ANTIFREEZE TO -34F, NOAT EXTENDED LIFE COOLANT

HOSE CLAMPS, RADIATOR HOSES: GATES BLUE STRIPE OR EQUIVALENT, CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES

AIR CLEANER: DONALDSON, SIDE OF HOOD AIR INTAKE WITH FIREWALL

STARTING MOTOR: DELCO 38MT HD 12V WITH INTEGRATED MAGNETIC SWITCH

TRANSMISSION EQUIPMENT

ALLISON 3000RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION

TRANSMISSION OIL PAN: MAGNETIC

TRANSMISSION SHIFT CONTROL: PUSH BUTTON, ELECTRONIC, DASH MOUNTED

ALLISON VOCATIONAL PACKAGE 223 – AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH, AND TRV

SHIFT CONTROL PARAMETERS: PRIMARY AND SECONDARY – LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6

PTO EFFECTS, ENGINE FRONT: MOUNTED RH SIDE OF MAIN TRANSMISSION

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WIRING, CHASSIS: VEHICLE INTERFACE WIRING WITH BODY BUILDER
CONNECTOR MOUNTED BACK OF CAB

FRONT AXLE AND EQUIPMENT

DETROIT DA-F-20.0-5 20000 LBS FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE

BRAKES, FRONT, AIR-CAM: MERITOR 16.5X6 Q+ CAST SPIDER CAM

SLACK ADJUSTERS, AUTOMATIC: MERITOR, FRONT

DUST SHIELDS: FRONT BRAKE

STEERING GEAR: TRW THP-60 WITH RCH45 AUXILIARY GEAR

POWER STEERING: 4 QUART POWER STEERING RESERVOIR

FRONT SUSPENSION

SUSPENSION, FRONT: 20000LBS CAPACITY, WITH SHOCK ABSORBERS

SPRING PINS: GRAPHITE BRONZE BUSHINGS WITH SEALS

REAR AXLE AND EQUIPMENT

AXLE, REAR, SINGLE: RS-23-160 23000 LBS CAPACITY, RATIO 5.63

REAR AXLE DRAIN PLUG: MAGNETIC FOR SINGLE REAR AXLE

DUST SHIELDS: REAR BRAKE

SLACK ADJUSTERS, AUTOMATIC: MERITOR, REAR

BRAKE CHAMBERS, REAR AXLE: HALDEX GOLDSEAL LONGSTROKE 1-DRIVE
AXLE SPRING PARKING CHAMBERS

BRAKES, REAR, AIR-CAM: MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES,
DOUBLE ANCHOR, FABRICATED SHOES

REAR SUSPENSION

SUSPENSION, RR, SPRING-2.25" AXLE SPACER

SUSPENSION, REAR, SINGLE: 30000 LBS CAPACITY, STANDARD U-BOLT PAD,
FORE/AFT CONTROL RODS

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BRAKE SYSTEM

BRAKE SYSTEM: WABCO 4S/4M ABS WITHOUT TRACTION CONTROL

BRAKE LINES: REINFORCED NYLON, FABRIC BRAID, AND WIRE BRAID CHASSIS AIRLINES

DRAIN VALVES: STANDARD BRAKE SYSTEM VALVES

PARKING BRAKE VALVE: FOR TRUCK, STANDARD

AIR BRAKE, ABS: {WABCO ANTILOCK BRAKE SYSTEM}

AIR DRYER: BW AD-IP WITH HEATER

AIR DRYER LOCATION: MOUNTED OUTBOARD ON RH RAIL BACK OF CAB, MAXIMUM 20" BACK OF CAB PROTRUSION

FUEL TANKS

FUEL TANK: 100 GALLON, ALUMINUM-LH, 25" DIAM., PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS

FUEL FILTER/WATER SEPARATOR: ALLIANCE, WITH PRIMER PUMP

TIRES

TIRE, FRONT: MICHELIN XZY-3 425/65R22.5 20 PLY RADIAL

TIRE, REAR: MICHELIN XDE M/S 11R22.5 14 PLY RADIAL

WHEELS

WHEELS, FRONT: ALCOA LVL ONE 82462X22.5X12.25 10-HUB PILOT 4.68 INSET 10-HAND ALUMINUM DISC, WITH PRE-SET BEARING IRON FRONT HUBS

WHEELS, REAR: ALCOA LVL ONE 88367X22.5X8.25 10-HUB PILOT ALUMINUM DISC, WITH PRE-SET BEARING IRON REAR HUBS

CAB EXTERIOR

GLASS: ALL WINDOWS TINTED

GRAB HANDLE: LH AND RH SIDES

GRILLE: STATIONARY, BLACK FINISH

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FRONT END: FIBERGLASS HOOD

HEADLIGHTS: INTEGRAL HEADLIGHT/MARKER ASSEMBLY

HORN: SINGLE, ELECTRIC

PARKING LIGHT: INTEGRAL WITH LED STOP/TAIL/TURN/BACKUP LIGHTS

RUNNING LIGHT: DAYTIME – LOW BEAM ONLY

STOP, TURN, TAIL & B/U LIGHTS: GROTE #54332, GROMMET MOUNTED WITH SEPARATE GROTE #62401 LED BACKUP LIGHTS

MIRRORS: DUAL WEST COAST MOLDED-IN COLOR, DOOR MOUNTED, LH AND RH 8" MOLDED-IN COLOR CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS

CAB INTERIOR

CAB: CONVENTIONAL, OPAL GRAY VINYL

ARM RESTS: LH AND RH INTEGRAL DOOR PANEL

CLEARANCE/MARKER LIGHTS: LED AERODYNAMIC MARKER LIGHTS

CUP HOLDERS: (2) CUP HOLDERS LH AND RH DASH

DOMELIGHT: 3-WAY SWITCH ACTIVATED BY LH AND RH DOORS

CIGAR LIGHTER: WITH ASH TRAY, DASH MOUNTED

SEAT, DRIVER: BASIC HIGH BACK AIR SUSPENSION SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION

- SEAT BELT: 3-POINT FIXED D-RING RETRACTOR

SEAT, PASSENGER: BASIC HIGH BACK NON-SUSPENSION SEAT

- SEAT BELT: 3-POINT FIXED D-RING RETRACTOR

AIR CONDITIONER: HEATER AND DEFROSTER

- CLAMPS, HEATER: STANDARD HEATER PLUMBING

HVAC: STANDARD HVAC DUCTING

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CONSOLE, OVERHEAD: FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING

DOOR TRIM PANELS: MOLDED PLASTIC DRIVER AND PASSENGER DOOR PANELS

FLOOR COVERING: BLACK MATS WITH SINGLE INSULATION

INSTURMNET PANEL: MOLDED PLASTIC, GRAY DRIVER AND CENTER

STORAGE POCKET: IN DASH STORAGE BIN

SUN VISOR: DRIVER AND PASSENGER INTERIOR SUN VISORS

STEERING COLUMN: FIXED

STEERING WHEEL: 4 SPOKE 18" DIAM

ELECTRICAL SYSTEM: 12 VOLT NEGATIVE GROUND SYSTEM

INSTRUMENTS AND CONTROLS

INSTRUMENT PANEL: GRAY DRIVER AND CENTER

HAZARD SWITCH: INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS

HEADLIGHT DIMMER: INTEGRAL WITH SELF-CANCELLING TURN SIGNAL HANDLE

STARTER SWITCH: ELECTRIC KEY OPERATED

TURN SIGNAL SWITCH: SELF-CANCELLING FOR TRUCKS

TURN SIGNALS, FRONT: INTEGRAL ELECTRONIC FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS

WINDSHIELD WIPER, SWITCH: INTEGRAL WITH TURN SIGNAL HANDLE

WINDSHIELD WIPER: SINGLE ELECTRIC MOTOR WITH DELAY

RADIO: AM/FM/WB RADIO WITH FRONT AUXILIARY INPUT, DASH MOUNTED

- SPEAKERS: (2) SPEAKERS IN CAB
- ANTENNA: AM/FM MOUNTED ON FORWARD LH ROOF

CRUISE CONTROL: ELECTRONIC WITH SWITCHES IN LH SWITCH PANEL

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ENGINE SHUTDOWN: IGNITION CONTROLLED ENGINE STOP WITH CONTROL MOUNTED AT FIREWALL

GAUGE, AIR PRESSURE: LOW AIR PRESSURE LIGHT AND BUZZER

GAUGE CLUSTER: 2" ELECTRIC FUEL GAUGE, ELECTRIC ENGINE OIL PRESSURE GAUGE, ELECTRONIC 3000 RPM TACHOMETER, DIGITAL VOLTAGE DISPLAY

ODOMETER DISPLAY: TRIP/HOUR/DIAGNOSTIC/VOLTAGE /26 WARNING LAMPS

COLOR AND DESIGN

PAINT SCHEMATIC: L0006EB WHITE ELITE

PAINT TYPE: HIGH SOLIDS POLYURETHANE CHASSIS PAINT

OTHER FACTORY CHARGES

EXTENDED WARRANTY: TOWING EXTENDED/ROADSIDE SERVICE WARRANTY, 2 YEAR/ UNLIMITED MILES/KM, \$550 CAP

FEDERAL EMISSIONS: 2013 OBD/2010 EPA/CARB/GHG14 ESCALATOR

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**SPECIFICATIONS - HYDROEXCAVATOR
VX390LH/800**

GENERAL

The machine uses high pressure water and vacuum to excavate varying type of soil -- commonly used for daylighting, slot-trenching, potholing and fiber-optic lines, cables or utility pipe location as well as removing sand, grit, grease, sludge, stones and other material from catch basins, pumping stations and other facilities.

The machine has a high pressure water system and a self-contained water supply.

The machine has an air conveying system capable of excavating soil and/or removing debris from catch basins, sumps, digesters & wet wells and includes a sealed body for storage and removal of the collected debris.

The machine is capable of being operated by one man, with all operating controls located at the front of the machine for operator safety.

DEBRIS BODY

Debris storage body has had a minimum usable liquid capacity of 9 cubic yards. The body is round for maximum strength and constructed of 3/16 inch Corten A steel for corrosion resistance.

Hydraulic operated, heavy duty wedge style door locks shall be installed. The door locks shall be operated by two double acting hydraulic cylinders. The rear door shall also hydraulically open and close (raise and lower) by means of two double acting hydraulic cylinders. The unlocking-opening and the closing-locking operations shall be controlled by a single switch and sequence valve.

There shall be a 5" diameter liquid drain butterfly valve, and screen weldment inside for removing excess liquids. Drain will have 10 feet of 6 inch lay flat hose.

The rear door shall be supplied with a debris deflector shield. The debris deflector shield shall deflect material from rear door. A debris body prop shall be provided.

A double acting power up/power down hydraulic scissors lift mechanism will be provided to raise body to a minimum 50 degree angle. The scissors lift mechanism shall be designed to support a minimum of 24 inches of the debris tank width to provide stability and when dumping on uneven ground. The lift capacity of hydraulic scissors lift cylinder is 56,000 lbs.

Dump controls are located on curbside mid-ship of the unit, well forward of the dumping area for operator safety. A manual override system is provided in case of system failure.

The debris body has a five year warranty.

An internal polyethylene float device with external indicator is supplied to show when body is loaded to capacity.

AUTOMATIC VACUUM BREAKER

The automatic vacuum breaker assembly is located inside the body.

A full indication activates an automatic vacuum breaker shut down system that completely shuts down 100 percent of the airflow to the vacuum system to prevent overfilling and wastewater discharge into the atmosphere.

The vacuum breaker system is automatically activated (closed) when the parking brake system is released to eliminate carryover during transit.

The system is controlled/activated, at the front hose reel control station. This enables the operator to pick up large debris with boom and place debris on the road surface. This system can be used for safety in the event suction must be shut off in case of an emergency.

CENTRIFUGAL COMPRESSOR (FAN DESIGN)

The centrifugal vacuum compressor shall be of 3-stage construction (i.e. 3-27" minimum diameter fans in tandem). The centrifugal compressors (fans) are constructed of Corten steel. The compressor's outer housing shall be spun from one piece of 3/16" steel for strength and provide proper airflow in operation. The housing has a coal tar epoxy coating to prevent corrosion. The centrifugal compressor fans are operated independent of the high-pressure water system.

The vacuum system operates independent of the high-pressure water system and is powered by the truck engine via hydrostatics. The vacuum drive is a closed loop hydrostatic system using a variable piston pump and motor.

This system includes a heat exchanger for extreme ambient conditions and to maintain the pump suction oil temp at 160 degrees F. max. The heat exchanger is protected by a 30-micron filter and cold weather bypass valve. Hydrostatic loop filtration is accomplished by a 10 Beta micron return filter and a 10 micron Absolute (no bypass) charge filter.

A cyclone separator system is also be provided.

To maximize long term durability by reducing the load on one side of the compressor, the compressor shaft shall extend through the compressor and shall be additional stabilized by using two high speed bearings, one at each side of the shaft. No exceptions will be allowed to this requirement.

A means of starting, stopping and varying the vacuum suction from operator station at the front of the machine is provided. A centrifugal separator located in the inlet chamber to the fans with cleanout box is provided. The separator removes particles from the air stream, thus enabling unit to vacuum wet or dry material. The separator is separate from the debris body. The centrifugal compressor (fan) system is capable of producing 90% vacuum with no airflow. This feature allows material to be vacuumed under the water surface, i.e. lift stations, plugged manholes, etc. The system is capable of vacuuming under water 16.6' (200") without special attachments.

The centrifugal compressor fans shall have a 5-year replacement non-prorated warranty.

VACUUM PICK UP HOSE

Is front loading, attached at the front of the machine in order to provide ease of positioning the machine over the manhole, as well as afford maximum safety for the operator.

The 8 inch diameter hose is mounted on a boom that provides a minimum of 18 feet of vertical lift and 270 degree of boom rotation. The boom is powered hydraulically for non-interrupted smooth movement. Boom to have a lift capacity of 500 lbs. at the front bumper.

The boom will be powered by an electric over hydraulic system: up/down by dual lift cylinders. The in/out, up/down is hydraulically powered.

The boom telescopes a minimum of 10 feet forward from the front of the operator's station. The height of the pickup hose does not change while the boom is being telescoped.

Control of the boom is by means of a joystick control at the operator's station, requiring no cables at operator's feet for boom operation. A manual override system shall be provided for right/left, and up/down functions in case of system failure.

A boom coverage chart shall be provided.

8" diameter pipe extensions with clamps will be provided and carried on the truck as follows:

- 1 6-1/2' Catch Basin Nozzle
- 1 6' Aluminum Pipe Extension
- 1 5' Aluminum Pipe Extension
- 1 3' Aluminum Pipe Extension
- 1 Circular operator handle

WATER SUPPLY

The water tank has a minimum usable capacity of 800 U.S. gallons.

The water tanks are constructed of non-corrosive, non-metallic, durable, cross-linked polyethylene to eliminate rust, corrosion, and stress cracking.

The water tanks are mounted at and below the truck frame level to provide a low center of gravity for truck stability.

A 2-1/2 inch diameter x 25 feet long hydrant hose with hydrant wrench is supplied on the unit.

An anti-syphon fill device is installed on the unit.

Inspection ports shall be provided to fill or to add chemicals to the water system.

A sight gauge to indicate water level is located within sight of the operator station.

The water tanks are protected by a minimum of 11 gauge steel plating mounted below the water tanks for

protection against road hazards when unit travels over the road, off the road or to land fills.

The water tanks carry a ten year replacement warranty.

HIGH-PRESSURE WATER PUMP FOR HYDROEXCAVATING SYSTEM

The high pressure water pump is rated to deliver smooth continuous pressure and flow through the entire flow range of the pump.

A continuous duty flow of 20 g.p.m. and 4000 p.s.i. is provided.

High-pressure relief valves are provided for both the high-pressure system and hand gun system.

The water pump operates independently of the vacuum system and is powered hydraulically.

The water pump is capable of running dry.

Controls for starting and stopping the water pump and to vary the flow and pressure are at the front hose reel operator's station.

The water pump is equipped with a cold weather drain valve. The valve allows operator to completely drain the high-pressure pump.

MANHOLE CLEANING WATER SYSTEM (HAND GUN)

The high-pressure pump and independent water tank assembly supplied shall be used for manhole cleaning.

A smooth continuous flow of 10 g.p.m. and pressure of 600 p.s.i. shall be provided for ease of operation.

A hand gun pressure relief valve set at 600 p.s.i. shall be provided.

One full functioning hand gun with on/off hand control, replaceable nozzle tip, 12 inch extension, adjustable spray and 50' x 1/2" hose with retractable reel will be provided.

The hand gun will attach to the system via a quick couple connection.

HYDRAULIC SYSTEM AND LUBRICATION

The hydraulic system has a 45-gallon capacity.

The hydraulic system incorporates a main shut off valve in case of hydraulic failure.

The hydraulic system incorporates hydraulic pressure relief valves and pressure gauges for ease of trouble shooting and maintenance.

The unit is equipped on the passenger side, mid-section of the module, a permanent weatherproof white vinyl lubrication chart that points out lubrication points on the module and specifies what type of lubrication and hydraulic fluids are required. The chart also specifies the frequency of each lubrication point.

Remote plumbed grease fittings are provided for the vacuum compressor, boom rotation.

ACCESSORIES

A minimum twelve (12) month manufacturer's guarantee on the unit will be provided.

1) 51" x 24" x 24" Driver side storage cabinet, aluminum diamond plate

- 1 Storage Box Behind Cab: 16 in. x 42 in. x 48 in.
- 1 Debris body power flush out system
- 1 Heavy reinforced elbow "wear back"
- 1 Rear splash guard, tank mounted (2 - 10 O'clock Position)
- 1 Folding pipe rack holds 3 pieces of pipe, tank mounted, drivers side
- 1 Folding pipe rack holds 3 pieces of pipe, tank mounted, curbside
- 1 Remote Control (Wireless): Boom, Vacuum Breaker, Throttle & Debris Body (includes Hi-Dump, if applicable). Does not include remote cable pendant controls for boom or hi dump.
- 1 Electric Vibrator, Debris Tank
- 1 Rear mounted tow hooks
- 1 Centrifugal Compressor Quiet Silencer, Class 4, 304 Stainless Steel Construction, 14in x 40in with 8in discharge
- 1 (2) Front Bumper Tool Boxes 8"x14"x6" Aluminum
- 1 711-30904 Hydro. X Lance Assy. - Must Choose Hydro X. Package - 72" with quick disconnects, 1/2 schedule 80, horizontal handle
- 1 711-TBA 72" Extension for 711-30904 high-pressure hand wand

- 1 711-30903T Turbo Jet with Single Forward Jet
- 1 Winter Recirculation System - 711-51253 / 711-51238 - Includes 110 volt inverter, electric pump 30GPM, centrifugal check valves and plumbing to upper water tanks
- 1 Traffic Camera with Color Monitor (Camera placement must be picked)
- 1 Rear traffic camera
- 1 Rear bumper assembly
- 1 Long handle storage/ (2) PVC
- 1 Long handle storage placement - mounted in storage box under shelf

LIGHTING

The entire module electrical system is vapor sealed to eliminate moisture damage.

All wiring is color-coded, labeled and run in sealed terminal enclosures.

All module circuits are protected by circuit breakers.

Clearance lights and reflectors are furnished in accordance with D.O.T. requirements.

- 2 Mirror mounted LED strobe light, with limb guard - Whelen L21HAP LED Beacon with Whelen BGH Branch Guard
- 2 LED strobe light with limb guard, rear debris tank door mounted - Whelen L21HAP LED Beacon with Whelen BGH Branch Guard
- 1 4 LED strobes - (2) front bumper, (2) rear bumper - Whelen 50A03ZCR - Amber
- 1 LED arrow board, rear debris tank door mounted - Whelen TA1251NF1 Traffic Arrow
- 1 LED Boom Mounted Flood Light - Whelen NP6BB Worklight
- 1 LED Rear Mounted Flood Lights - Whelen NP6BB Worklight

PAINT

Unit paint surface is shot blasted, primed and sanded prior to paint. Unit to be painted.

with DuPont Imron 5000 polyurethane paint.

Unit shall have reflective White or Blue

Chassis shall be painted manufacturers standard white.

TRAINING AND MANUALS

Operator training will be conducted by a factory-trained representative for a minimum of one day at the time of delivery. 2 copy(ies) of the operating and maintenance manual for the sewer cleaner module shall be provided upon unit delivery. An operational video will be provided with the unit.

MOUNTING AND DELIVERY

The unit described will be mounted on a truck chassis acceptable to the body manufacturer at the factory of the body manufacturer.
