



**City Commission Meeting Agenda  
2 Park Drive South, Great Falls, MT  
Commission Chambers, Civic Center  
January 04, 2022  
7:00 PM**

The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.

Public participation is welcome in the following ways:

- Attend in person. Please refrain from attending in person if you are not feeling well.
- Provide public comments in writing by 12:00 PM the day of the meeting: Mail to City Clerk, PO Box 5021, Great Falls, MT 59403, or via email to: [commission@greatfallsmt.net](mailto:commission@greatfallsmt.net). Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.
- Call-in. Call in during specific public comment periods at [406-761-4786](tel:406-761-4786). Please note that the call in option may not be the most ideal option as there is a time delay between what is being aired/streamed and the live meeting, and there may be significant waiting times depending on how many calls are in the queue. Public would need to watch the meeting through the viewing methods listed above and call in when prompted by the Mayor. Calls will be taken in the order in which they are received. Callers will be restricted to customary time limits.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL / STAFF INTRODUCTIONS**

**AGENDA APPROVAL**

**CONFLICT DISCLOSURE / EX PARTE COMMUNICATIONS**

**MILITARY UPDATES**

1. Miscellaneous Reports and announcements from Malmstrom Air Force Base.

**PETITIONS AND COMMUNICATIONS**

2. Miscellaneous reports and announcements.  
*(Public comment on any matter that is not on the agenda of the meeting and that is within the jurisdiction of the City Commission. Please keep your remarks to a maximum of 3 minutes. When at the podium, state your name and either your address or whether you are a city resident for the record.)*

**NEIGHBORHOOD COUNCILS**

3. Miscellaneous reports and announcements from Neighborhood Councils.

## BOARDS AND COMMISSIONS

4. Miscellaneous reports and announcements from Boards and Commissions.

## CITY MANAGER

5. Miscellaneous reports and announcements from City Manager.

## CONSENT AGENDA

*The Consent Agenda is made up of routine day-to-day items that require Commission action. Items may be pulled from the Consent Agenda for separate discussion/vote by any Commissioner.*

6. Minutes, December 21, 2021, City Commission Meeting.
7. Total Expenditures of \$2,465,922 for the period of December 1, 2021 through December 22, 2021, to include claims over \$25,000, in the amount of \$1,958,160.
8. Contracts List.
9. Grants List.
10. Approve the Community Based Policing Agreement between the Great Falls Police Department and Great Falls Housing Authority effective January 1, 2022 and authorize the City Manager to sign the Agreement.
11. Approve the Agreement with Malmstrom Air Force Base for Mutual Aid in Fire Protection and Hazardous Materials Incident Response and authorize the City Manager to execute the Agreement.
12. Set a public hearing on Resolution 10436, Revising Fee Schedule for Great Falls Fire Rescue Superseding Resolution 10311 for January 18, 2022.

**Action: Approve Consent Agenda as presented or remove items for separate discussion and/or vote by any Commission member.**

## PUBLIC HEARINGS

## OLD BUSINESS

## NEW BUSINESS

13. Lift Station No. 1 Repairs and Supplemental Force Main Project. *Action: Approve or not approve a Professional Services Agreement in the amount of \$1,324,150 to TD&H Engineering Inc., and authorize the City Manager to execute the agreement documents. (Presented by Paul Skubinna)*
14. Application to the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters Grant (AFG) in the amount of \$1,350,000 for a new 107 foot Quint Aerial Apparatus. *Action: Approve or not approve the application submittal by the Fire Department. (Presented by Jeremy Jones)*
15. Application to the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters Grant (AFG) for Operations and Safety Equipment in the amount of \$633,612.99. *Action: Approve or not approve the application submittal by the Fire Department. (Presented by Jeremy Jones)*

## **ORDINANCES / RESOLUTIONS**

16. Ordinance 3240, Amending Ordinance 3238 to correct the legal description for property located at 1300 River Drive North. *Action: Adopt or deny Ord. 3240. (Presented by Craig Raymond)*
17. Resolution 10438, Alternative Project Delivery Contract Findings for Water Treatment Plant (WTP) Solids Mitigation Project. *Action: Adopt or deny Res. 10438. (Presented by Paul Skubinna)*

## **CITY COMMISSION**

18. Appointment, Mayor Pro-Tempore.
19. Appointments, Great Falls Citizen's Council.
20. Appointment to the Audit Committee.
21. Appointment to the City-County Board of Health.
22. Miscellaneous reports and announcements from the City Commission.
23. Commission Initiatives.

## **ADJOURNMENT**

*(Please exit the chambers as quickly as possible. Chamber doors will be closed 5 minutes after adjournment of the meeting.)*

*Assistive listening devices are available for the hard of hearing, please arrive a few minutes early for set up, or contact the City Clerk's Office in advance at 455-8451. Wi-Fi is available during the meetings for viewing of the online meeting documents.*

*Commission meetings are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. City Commission meetings are re-aired on cable channel 190 the following Wednesday morning at 10 am, and the following Tuesday evening at 7 pm.*

**JOURNAL OF COMMISSION PROCEEDINGS**  
**December 21, 2021**

Regular City Commission Meeting

Mayor Kelly presiding

**CALL TO ORDER:** 7:00 PM

Commission Chambers Room 206

**PLEDGE OF ALLEGIANCE**

**ROLL CALL/STAFF INTRODUCTIONS:** City Commission members present: Bob Kelly, Eric Hinebauch, Owen Robinson and Rick Tryon. Commissioner Mary Moe participated telephonically. Also present were the City Manager Greg Doyon; Public Works Director Paul Skubinna; Planning and Community Development Deputy Director Tom Micuda; Finance Director Melissa Kinzler; Park and Recreation Deputy Director Patty Rearden; City Attorney Jeff Hindoien; Police Chief Jeff Newton; and, City Clerk Lisa Kunz.

**AGENDA APPROVAL:** There were no proposed changes to the agenda by the City Manager or City Commission. The agenda was approved as presented.

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS:** None.

**PETITIONS AND COMMUNICATIONS**

1. **Nancy Donovan**, City resident, referred to comments made during the public hearing on the HOME-ARP Grant program at the last Commission meeting regarding the success of the Denver homeless project as a role model. Ms. Donovan noted what wasn't mentioned was that Denver has over 6,100 homeless on its streets. Denver has horrific problems with crime, and the crimes have escalated. Homeless people are allowed to live in parks and many parks have had to be closed due to infestations, excessive drug abuse, and extreme violence. The cost to the metro area of Denver is approximately \$481.2 million annually to support the homeless population. She noted that everyone who asks for help are not people who are necessarily helpless. She suggested it would be better to let the homeless know they are capable of contributing as opposed to just being maintained. She also encouraged the Commission to consider the 55,000+ other people that live in Great Falls who do not deserve their parks invaded and dangerous people brought to the community.

Appearing telephonically was:

- \* **Jeni Dodd**, City resident, due to issues with the live streaming, made comments pertaining to Agenda Item 14. She does not believe the City Manager has legal authority to ask a person to present proof of a valid concealed carry permit. She noted confusion about the Courtroom Standing Order as it applies to the Civic Center. She also suggested the Commission continue public participation by Zoom.

**NEIGHBORHOOD COUNCILS**

2. **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

None.



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**BOARDS AND COMMISSIONS**

**3. REAPPOINTMENT/APPOINTMENT TO THE CITY-COUNTY BOARD OF HEALTH.**

Mayor Kelly reported that Peter Gray had served on the Board of Health from January 1, 2016 until he stepped down from the Board in March 2019. On April 16, 2019, Amanda Ball was appointed to serve the remainder of the term through December 31, 2021. She is eligible and interested in serving another term. In accordance with Resolution 10235, the established policy concerning appointments to boards and commissions:

In the case of a member eligible for and interested in reappointment, if the member is in good standing and the applicable board or commission recommends that the member be reappointed, his or her application shall be brought before the City Commission for consideration for reappointment without advertising for other citizen interest.

The vacancy was not advertised. However, applications were received from Jonathan Martin and Katrina Lewis for the City Commission's consideration. The Board of Health decided not to weigh in on the reappointment or appointment process as it is a City Commission decision.

**Commissioner Robinson moved, seconded by Commissioners Hinebauch and Moe, that the City Commission reappoint Amanda Ball to the City-County Board of Health for a three-year term through December 31, 2024.**

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Robinson commented that Amanda Ball has served the Board admirably during her term. He added that he could not imagine the precedent that would be set if the Commission did not reappoint someone that has done an admirable job, with no criticism that he has heard, during the term and during a difficult time for the Board of Health dealing with a pandemic.

Commissioner Tryon suggested the Commission table this item or vote against the motion, not because he would be voting against Amanda Ball, but because two other applications deserve to be considered. Additionally, per Resolution 10235, the Board has not put forth a recommendation and Amanda Ball's application was not included for Commission consideration for reappointment.

Commissioner Robinson noted that it is the policy of the Board of Health not to make recommendations because they feel the City should appoint its representative to the Board.

Commissioner Tryon noted that Amanda Ball was appointed in 2019. He was not on the Commission at that time and has not seen her application.

Commissioner Robinson pointed out that is why Amanda Ball was on the agenda last month to talk about her experience and explain her background to the Commission.

Commissioner Moe made a point of order that public comment had not been called for prior to Commission discussion.

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Mayor Kelly commented a motion was made and seconded to reappoint Amanda Ball to the Board, and Commissioner Tyron's point of view has been made. Mayor Kelly asked if there were any comments from the public.

**Julie Bass**, City resident, agrees with looking at all applicants fairly. The two new applicants have strong backgrounds in this field. People have a right to apply. If citizens are not given an opportunity to get on these boards, the Commission is limiting citizens that want to be part of this board.

Appearing telephonically was:

**John Hubbard**, City resident, due to a delay in the live streaming, made comments for Agenda Item 1 pertaining to the omicron virus, and suggested overseas flights be stopped and borders be closed.

Written comments were received from **Kathy Davis**, in support of the reappointment of Amanda Ball.

In response to the issues raised, Commissioner Moe pointed out that the applicant in question has applied and made her interests clear. She had previously submitted the formal application. It is not unusual to have people who are seeking reappointment simply to express their interest. She does agree that the Commission needs to consider all candidates that have applied on an equal footing. Three applications are before the Commission, of which two are the formal application as was originally received from Ms. Ball. She called for the question.

After parliamentary discussion, Commissioner Moe withdrew her call for the question. She continued that she has been impressed and pleased with the interest that the candidates have shown in this particular position. At this particular time, it is extremely important to have continuity and someone who has experience on the City-County Health Board as it was originally envisioned.

Mayor Kelly commented that Resolution 10235 is a broad policy that went out to a variety of the boards in the community. Because the makeup of the Board of Health is from a mixture of appointees from a variety of places, the Board of Health has decided this is the Commission's decision to make. It should not be inferred as a lack of a recommendation. With regard to the application, this person has already applied, and she has expressed interest in being reappointed. At this point, the Commission is talking about a reappointment of somebody that is imminently qualified, has shown experience the past couple of years that is above and beyond anyone's expectations, and there is no reason why this Commission should not proceed and go forward with the vote.

Commissioner Tryon inquired if there was any urgency to this appointment or if it was something that reasonably could wait until the Commission has a chance to look at the other application.

Commissioner Robinson pointed out that Terry Barber, Cascade County appointed representative, resigned last April. The County has not appointed anyone to replace him. There was a quorum issue at the December meeting with six current board members, and the next meeting is the first

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Wednesday in January. He suggested the applicants could apply for the County appointed position.

There being no one further to address the Commission, Mayor Kelly asked if there was further discussion amongst the Commissioners.

For all the reasons already stated, Commissioner Tryon commented he would be voting against this appointment.

Due to streaming issues, Mayor Kelly allowed for additional public comment.

Appearing telephonically was:

**Jeni Dodd**, City resident, also referred to Resolution 10235, read the paragraph pertaining to reappointments, and commented that since the Board did not make a recommendation the opening has to be advertised. The application also was not brought before the Commission for consideration for reappointment.

Commissioner Moe requested clarification regarding applications being required for reappointment.

City Attorney Jeff Hindoien reiterated the language of the appointment policy adopted by the Commission. Historically, staff has not included applications of people seeking reappointment. In most instances, there are no other applications as part of the package.

After further expressions about being in favor or against the motion on the floor, Mayor Kelly called for the vote.

Motion carried 4-1 (Commissioner Tryon dissenting).

Going forward, it was suggested the appointment process be looked at in its entirety to make it clear and improve the process.

**4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

None.

**CITY MANAGER**

**5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

City Manager Greg Doyon reported that:

- Tree removal in Lyons Park for the Aim High Big Sky Indoor Aquatic and Recreational facility will be commencing within a couple of weeks. **OF 1770.**
- The City does not currently have the technology in the Commission Chambers to conduct hybrid, Zoom and in person, meetings. That is something that can be discussed next year when the ARPA funds are prioritized.

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- Merry Christmas and Happy New Year.

Commissioner Robinson commented that the County allows for hybrid, Zoom and in person, meetings. It would require more equipment.

**CONSENT AGENDA.**

6. Minutes, December 7, 2021, City Commission Meeting.
7. Minutes, December 7, 2021, Special City Commission Meeting.
8. Total Expenditures of \$1,380,125 for the period of November 16, 2021 through December 8, 2021, to include claims over \$25,000, in the amount of \$783,432.
9. Contracts List.
10. Approve the purchase of one new 2022 800-HPR ECO IV truck mounted sewer jet cleaner, for \$211,973.78; one new 2022 RamVac 2000 trailer mounted sewer vacuum for \$203,303.17; and one new Peterbilt 548 cab & chassis for \$104,779, with no trade-ins, to SWS Equipment, LLC of Spokane, WA and Montana Peterbilt of Missoula through Sourcewell, formerly known as NJPA, for a total of \$520,055.95, including shipping.
11. Award a contract in the amount of \$231,710 to MRTE Inc., for the Lincoln ADA Upgrades including bid schedules A, B, and C, and authorize the City Manager execute the necessary documents. **OF 1781.0**

**Commissioner Robinson moved, seconded by Commissioner Tryon, that the City Commission approve the Consent Agenda as presented.**

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**PUBLIC HEARINGS**

12. **LEASE AGREEMENT WITH THE ELECTRIC CITY BMX ASSOCIATION FOR A PORTION OF CITY-OWNED PROPERTY LOCATED IN HIGHLAND PARK.**

Mayor Kelly declared the public hearing open and asked for presentation of the staff report.

Park and Recreation Deputy Director Patty Rearden reported that the proposed lease with the Electric City BMX Association would be a five-year lease with an option to renew at the City's sole discretion. The leased parkland is located in Highland Park property at 1021 21<sup>st</sup> Avenue South, Great Falls, MT. The lessee will be responsible for an annual fee of \$250, utilities, and day-to-day maintenance.

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Park and Recreation staff has a long history of supporting youth sports in Great Falls, and staff recommends approval of the lease. At its December 13, 2021 meeting, the Park Advisory Board voted to recommend that the City Commission approve this lease agreement.

Mayor Kelly asked if the Commission members had any questions.

Mayor Kelly inquired if this was a renewal of a lease or a lease of new property.

Deputy Director Rearden responded this lease is a renewal. The BMX Association was originally located in Sand Hills Park and were moved to this site. The Association raised the money to hire the design and building of the track and would like to continue at the property located across from the Multi-Sports Complex.

Commissioner Tryon inquired if anyone else has requested to lease the property.

Deputy Director Rearden responded that Park and Recreation received no comments or interest in the property after advertising.

Mayor Kelly asked if there were any comments from the public in support of or opposition to the Lease Agreement with the Electric City BMX Association for a portion of City-owned property located in Highland Park.

Hearing none, Mayor Kelly closed the public hearing and asked the will of the Commission.

**Commissioner Tryon moved, seconded by Commissioner Hinebauch, that the City Commission approve the Lease Agreement with the Electric City BMX Association for a portion of City-owned property located in Highland Park.**

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**13. LEASE AGREEMENT WITH THE ELECTRIC CITY BASEBALL ACADEMY FOR CITY OWNED PROPERTY LOCATED IN LOT 3, BLOCK 1, MISSOURI RIVER MANOR ADDITION, AND KNOWN AS DON OLSON BASEBALL FIELD.**

Mayor Kelly declared the public hearing open and asked for presentation of the staff report.

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Park and Recreation Deputy Director Patty Rearden reported that the proposed lease with the Electric City Baseball Academy would be a ten-year lease with an option to renew at the City's sole discretion. The leased parkland is Don Olson Baseball Field located on the corner of 17<sup>th</sup> Avenue South and 13<sup>th</sup> Street South, Great Falls, MT. The lessee will be responsible for an annual fee of \$500, utilities, and day-to-day maintenance. The City would be responsible for water costs for irrigation, up to a maximum of one thousand dollars (\$1000) per year. Any additional water costs over this amount will be billed to the Electric City Baseball Academy and will be due and payable upon receipt of billing.

Park and Recreation has a long history of supporting youth sports in Great Falls and staff recommends approval of the lease. At its December 13, 2021 meeting, the Park and Recreation Advisory Board voted to recommend that the City Commission approve this lease agreement.

Mayor Kelly asked if the Commission members had any questions.

Hearing none, Mayor Kelly asked if there were any comments from the public in support of the Lease Agreement with the Electric City Baseball Academy for City-owned property located in Lot 3, Block 1, Missouri River Manor Addition, and known as Don Olson Baseball Field.

**Tracy Houck Jerman**, City resident, commented that she is in support of this Item and Item 12. Parents and youth organizations bring economy back to the community. Don Olson is host to many tournaments. She is pleased to see this is a 10-year lease.

Mayor Kelly asked if there were any comments from the public in opposition to the Lease Agreement with the Electric City Baseball Academy for City-owned property located in Lot 3, Block 1, Missouri River Manor Addition, and known as Don Olson Baseball Field.

Hearing none, Mayor Kelly closed the public hearing and asked the will of the Commission.

**Commissioner Tryon moved, seconded by Commissioners Moe and Robinson, that the City Commission approve the Lease Agreement with the Electric City Baseball Academy for City-owned property located in Lot 3, Block 1, Missouri River Manor Addition, and known as Don Olson Baseball Field.**

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

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**14. ORDINANCE 3234, AMENDING TITLE 9, CHAPTER 8, SECTION 020 OF THE OFFICIAL CODE OF THE CITY OF GREAT FALLS (OCCGF) PERTAINING TO WEAPONS.**

Mayor Kelly declared the public hearing open and asked for presentation of the staff report.

City Attorney Jeff Hindoien reported that the basis for this ordinance is to conform the already existing ordinance regarding the possession of firearms and weapons to what the legal landscape looks like today. The passage of LR 130 and then passage of HB 102 by the 2021 Legislature made changes to the legal landscape that the prior ordinance was based upon. The legal authority of municipalities in Montana was drawn back by LR 130, through the voters last November, and HB 102 extended the right to carry concealed weapons in Montana to individuals without a concealed carry permit and substantially limited the areas where concealed by a valid permit holder could be restricted.

As discussed at the August 17, 2021 work session, staff is taking a measure to update the current ordinance to track with the combined effects of both LR 130 and HB 102.

The current ordinance language is based on the law, as it existed prior to 2021, when the relevant statute (§ 45-8-351, MCA) authorized local governments to prohibit the carrying of **both** unconcealed weapons and concealed weapons (whether carried by a valid permit holder or not) “. . . to a public assembly, publicly owned building, park under its jurisdiction or school. . .” That statute has been modified and now only authorizes:

- restrictions on the carrying of **unpermitted concealed** weapons and unconcealed weapons; and
- the application of those restrictions only in a publicly owned **and occupied** building, i.e., a local government may no longer impose carry restrictions at public assemblies, parks or schools.

The new language in Subsection (B) of the proposed Ordinance is intended to implement the HB 102 language that authorizes the City to prohibit even **permitted concealed carry** in secure areas of the law enforcement facilities it owns and operates. The restrictions in a courtroom and courthouse areas must be imposed pursuant to an order of a judge, and Judge Bolstad has already issued a *Standing Order* to that effect for the Civic Center.

In summary, all the ordinance is intended to do is to get the City Code, which is based on what the law used to be, aligned with what the law is today after the 2020 election and 2021 legislative session.

Mayor Kelly asked if the Commission members had any questions.

Commissioner Tryon commented that HB 102 redefined who could conceal carry. It made it available for folks to conceal carry without a permit issued by the County Sheriff. He requested clarification on how unpermitted and permitted is being defined as it pertains to the City ordinance.



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City Attorney Hindoien responded that the terminology in the ordinance is literally the language the legislature enacted. HB 102 language was substituted for what was in current City Codes. The unpermitted and permitted distinction is a product of the Montana Legislature. HB 102 took away the criminal sanction for carrying a concealed weapon without a permit, except there is an offense for carrying a concealed weapon in a prohibited place. The only place left the Commission can regulate non-permitted carry is in government buildings. The statute also sets forth open carry can be regulated in public buildings.

Commissioner Tryon reviewed the new language in Subsection (C) of the proposed Ordinance, which is intended to authorize the City Manager to direct and implement screening measures and authorize the denial of entry to City facilities by those not legally authorized to carry a weapon in City facilities.

City Attorney Hindoien responded that section is intended, broadly speaking, to provide for that authority if the City Manager, at some point, decides that is something he needs to do. The only thing local government was left to regulate is open carry or concealed carry by someone who is not a permit holder.

Commissioner Tryon noted that this ordinance is not a further restriction on the already guaranteed Second Amendment rights, but is actually bringing the City ordinance into compliance with the State law.

Commissioner Moe commented that the ordinance changes are not merely the distinctions between concealed, unconcealed and unpermitted, but the public places in which the public might feel confident that people with firearms are not going to be there. The only sensitive place left is the one the City judge protects and Great Falls' government just happens to be in the circumference of City Court. Most important to her are that there are places that are, by their very nature, sensitive places that should be protected.

City Attorney Hindoien clarified that, by law, the City can no longer prohibit or regulate firearms in parks, public assemblies, or publicly owned buildings that are not publicly owned and occupied buildings. The materials are clear that the only intention with this item is to align the City's already existing ordinance on this subject with decisions that were made by the Montana voters and the Montana Legislature.

Mayor Kelly asked if there were any comments from the public in support of or opposition to Ordinance 3234.

- \* Mayor Kelly reported that the Commission recognizes Jeni Dodd's comments from earlier this evening pertaining to her opposition to the authority granted to the City Manager for screening.

Hearing none, Mayor Kelly closed the public hearing and asked the will of the Commission.

**Commissioner Robinson moved, seconded by Commissioner Tryon, that the City Commission adopt Ordinance 3234.**

Mayor Kelly asked if there was any further discussion amongst the Commissioners.

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Commissioner Moe commented that the people have spoken. She does not agree with the decision they have reached either at the legislative level or in the referendum process, and especially the recognition of the importance of public spaces and having some restrictions there.

Commissioner Tryon disagreed with Commissioner Moe, adding that there are many people that feel safer because they are able to carry firearms in some places.

Mayor Kelly thanked City Attorney Hindoien for aligning City Code with State law. The community needs to be aware, for better or worse, of what the current rules are and take precautions according to their perspectives.

Mayor Kelly called for the vote.

Motion carried 4-1 (Commissioner Moe dissenting).

**OLD BUSINESS**

**15. WATER TREATMENT PLANT FILTRATION IMPROVEMENTS, PHASE II PROJECT. OF 1637.6**

Public Works Director Paul Skubinna reported that this item is a request for the City Commission to consider awarding or not awarding a new construction contract to Prospect Construction for the Water Treatment Plant Filtration Improvements Phase 2 project. This is a new contract for an ongoing project. The filters at the Water Treatment plant are a critical component to the treatment process. This project was programmed in response to a technical evaluation of the existing filters done in 2011. The evaluation showed the filters were nearing the end of their service life and that they were no longer functioning efficiently and as designed. Fast forward a few years of planning, programming, scoping and designing, construction of Phase I of the filter replacement project was completed in late spring of 2020. The Commission may recall the challenges we had with supply-chain issues with the vendor the City contracted with directly for Phase I for some of the specialized plumbing and valves, that resulted in a sizable change order. By way of status update on that issue the parties have agreed to go to mediation on that issue and have been corresponding and making good progress this month, through counsel, regarding selection of the mediator. Lessons learned from phase one, for this Phase II, is the contractor will be supplying all of the construction materials for this phase of the contract.

Despite the challenges we had during Phase I, this has been a good project for the City. The new filters are functioning well. There is significant improvement in run-time on the new filters and significantly less backflush water required to clean them. Based on staff's initial experience with the completed filters, staff projects the City will save 75 million gallons of backwash water annually. Backwash water is finished water that has already been paid to treat. In monetary terms, considering the current commercial water rate is \$2.01 per 10 cubic feet that translates to about \$20,000 worth of treated water that can be put out in the system.

Bids for Phase II came in very close to the engineer's estimate. Staff is proposing to award bid alternate 2, which would include in the project some additional redundancy in the blower capacity for the air scour that cleans the filters. This second phase of the project has been programmed and

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fully funded by the Water Utility fund; however, Director Skubinna reported that it might be competitive for ARPA bucket C grant monies. He has been working closely with the City's Grant Administrator and our consultants to put together four applications for round two of the competitive ARPA grants, and they include this project which the Commission will see on the January 4, 2022 grants list.

Staff recommends award of the construction contract for the Water Plant Filter Replacement Project Phase 2, including bid alternative 2, to Prospect Construction in the amount of \$4,880,587 and authorize City Manager execute the contract.

**Commissioner Tryon moved, seconded by Commissioner Hinebauch, that the City Commission award the construction contract base bid in the amount of \$4,643,587 and Alternate Bid Item #2 in the amount of \$237,000 for a total amount of \$4,880,587 to Prospect Construction for the Water Treatment Plant Filtration Improvements, Phase II Project, and authorize the City Manager to execute the construction contract documents.**

Mayor Kelly asked if there were any comments from the public or any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**16. GREAT FALLS POLICE DEPARTMENT, FY 2021 DEPARTMENT OF JUSTICE COPS HIRING GRANT.**

Police Chief Jeff Newton reported that this item is consideration of acceptance of a grant awarded by the FY21 Department of Justice COPS Hiring Grant program which provides funding for three entry-level police officers. The Great Falls City Commission ratified the grant submittal to the US Department of Justice at its July 6, 2021 meeting. On November 18, 2021 the City of Great Falls was notified the grant was awarded and have until January 1, 2022 to officially accept the funds.

The Great Falls Police Department relies heavily on partnerships and relationships with various stakeholders within our community. The grant funding for three entry-level police officers was sought to increase staffing levels in the Uniformed Patrol Bureau. If approved, the three officers will be placed on the Directed Enforcement Team (DET) to work in a Community Policing role. Specifically, one officer will have ancillary duties as the mental health officer working closely with the local crises intervention collaborative and other mental health services in our community. This provides a liaison with mental health professionals to provide additional resources to members of our community and also coincides with most recent crises intervention collaborative grant that was recently awarded. The remaining two officers will be assigned to assist the BRIK officer, address concerns in the DDACTS area, work on problem areas, seek out additional community resources to address crime in the community, and continue to collaborate with other stakeholders.

The Directed Engagement Team (DET) also works closely with the Violent Crime Prevention Task Force, HIDA drug unit, and other law enforcement agencies to support the mission of the reduction of violent offenders, violent crimes, and narcotics in the community. The DET provide

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flexibility and the ability to provide creative solutions to problems that traditional uniformed patrol officers are unable to due to call volume. The three officers will collaborate with community stakeholders, such as the Great Falls Mental Health Treatment Court, North Central Montana Crisis Intervention Collaborative, the Great Falls Downtown Safety Alliance, the Great Falls Chamber of Commerce and Indian Family Health Clinic, to address issues in our community.

This grant has a four-year timeframe to allocate all funding requirements. The grant specifies the funds from the USDOJ are allocated the first three years, which totals \$375,000 or 38% of the total costs. The match requirements for the City of Great Falls would equate to \$607,645 or 62% of the total costs over the four-year timeframe, which includes a full match for the fourth year.

**Commissioner Tryon moved, seconded by Commissioner Robinson, that the City Commission approve acceptance and use of the FY21 Department of Justice COPS Hiring Grant funds for hiring of 3 additional police officers for the Great Falls Police Department.**

Mayor Kelly asked if there were any comments from the public.

Appearing telephonically was:

- \* Due to the delay caused by streaming issues, **Jeni Dodd**, City resident, appeared telephonically to again comment on Agenda Item 14. She read MCA § 45-8-351 Restriction on Local Government Regulation of Firearms, and does not believe the City Manager has the authority to ask someone to produce their permit.

Mayor Kelly commented that the Commission did recognize Ms. Dodd's public hearing comments at the beginning of the meeting for consideration during Agenda Item 14.

Mayor Kelly asked if there was any further public comment. Hearing none, Mayor Kelly asked if there was any discussion amongst the Commissioners.

Mayor Kelly commented that, due to the Crime Task Force recommendations and the short staffing in the Police Department, the Commission has a fiscal decision to make going forward. He is in favor of using these funds to hire police officers that provides one-third of the cost of doing something that has to be done anyway.

Commissioner Tryon commented that acceptance of the grant would be a win for community and a win for the Great Falls Police Department.

He asked Manager Doyon to recap a conversation they had about this grant.

City Manager Doyon commented that since he has been here the Police Chief has asked for additional staff. There have been a few occasions in the past to utilize this grant to gain one or two personnel. The City budgeted annually the City's share of the last COPS grant so that it would lessen the impact by year four. When they did that with good intentions, they forgot about Collective Bargaining Agreements that change and expenses that change. By the time the fourth year came around it was a lot more than what was projected initially. He would recommend something similar during budget discussions with the Commission and perhaps discussions about

**JOURNAL OF COMMISSION PROCEEDINGS**  
**December 21, 2021**

CARES Act funds. The City does not need to ask the voters for a Public Safety Levy. The City will need to take the inflationary rate to address the financial responsibilities of the City's match of the grant and the City's obligations moving forward. There are things the City can do to lessen the impact in year four. This would be paid out of the general fund, which is where all of the property taxes go to cover these services. The City does not raise enough taxes here locally to cover public safety costs, which is fire and police combined, without the component of the inflationary factor.

Commissioner Tryon inquired if there was about \$200,000 in property taxes, over and above, that could be used to defray these costs and was responded to in the affirmative. It is new property tax growth that is exempt from the cap.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

**NEW BUSINESS**

**ORDINANCES/RESOLUTIONS**

**17. ORDINANCE 3240 AMENDING ORDINANCE 3238 TO CORRECT THE LEGAL DESCRIPTION FOR PROPERTY LOCATED AT 1300 RIVER DRIVE NORTH.**

Planning and Community Development Deputy Director Tom Micuda reported that Ordinance 3240 is a minor housekeeping amendment to Ordinance 3238. Ordinance 3238 was adopted on November 2, 2021, to rezone 14.7 acres surrounding the Wausau Building Supply site to stimulate redevelopment of that site by TC Glass and Northern Hydraulics. At that time, Ordinance 3238 was based on a draft certificate of survey by the consultant.

The certificate of survey has been finalized. It does not change the acreage of the property, or the number of tracts. The minor change is that the naming of those tracts is different. Rather than lots, tracts and parcels in the draft COS, the finalized COS just sets forth tracts.

**Commissioner Robinson moved, seconded by Commissioner Tryon, that the City Commission accept Ordinance 3240 on first reading and set second reading for January 4, 2022.**

Mayor Kelly asked if there were any comments from the public or any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**CITY COMMISSION**

**18. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

Mayor Kelly discussed the unique attributes and contributions that Commissioners Houck, Moe and Robinson each brought to the Commission. He presented Commissioners Houck, Moe and Robinson with plaques expressing appreciation for their service and betterment of our community.

**JOURNAL OF COMMISSION PROCEEDINGS**  
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Commissioners Houck, Moe and Robinson each discussed their time on the Commission and expressed appreciation for the privilege of serving the citizens of the community.

Commissioner Tryon expressed appreciation to Commissioners Houck, Moe and Robinson for their service, even though they have not all agreed at times.

**19. COMMISSION INITIATIVES.**

None.

**ADJOURNMENT**

There being no further business to come before the Commission, **Commissioner Robinson moved, seconded by Mayor Kelly, to adjourn the regular meeting of December 21, 2021, at 9:13 p.m.**

Motion carried 5-0.

\_\_\_\_\_  
Mayor Bob Kelly

\_\_\_\_\_  
City Clerk Lisa Kunz

**Minutes Approved: January 4, 2022**



Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**ITEM:** \$25,000 Report  
 Invoices and Claims in Excess of \$25,000

**PRESENTED BY:** Finance Director

**ACTION REQUESTED:** Approval with Consent Agenda

**LISTING OF ALL ACCOUNTS PAYABLE CHECKS ISSUED AVAILABLE ONLINE AT**  
<http://greatfallsmt.net/finance/checkregister>

**TOTAL CHECKS ISSUED AND WIRE TRANSFERS MADE ARE NOTED BELOW WITH AN ITEMIZED LISTING OF ALL TRANSACTIONS GREATER THAN \$25,000:**

ACCOUNTS PAYABLE CHECK RUNS FROM NEW WORLD	DEC 11, 2021 - DEC.22,2021	602,006.27
ACCOUNTS PAYABLE CHECK RUNS FROM MUNIS	DEC 9, 2021 - DEC 22, 2021	1,855,513.95
MUNICIPAL COURT ACCOUNT CHECK RUN FOR ASIFLEX	DEC 1, 2021 - DEC 15, 2021	8,017.82
	DEC 7, 2021 - DEC 8, 2021	384.04
<b>TOTAL: \$</b>		<u><u>2,465,922.08</u></u>

**SPECIAL REVENUE FUND**

**SUPPORT & INNOVATION**

GREAT FALLS TOURISM BUSINESS IMPROVEMENT DISTRICT	NOVEMBER 2021 ASSESSMENTS	28,224.50
GREAT FALLS BUSINESS IMPROVEMENT DISTRICT	NOVEMBER 2021 BID ASSESSMENTS	26,007.04

**PARK & RECREATION SPECIAL REVENUE**

MRTE, INC.	RIVER DRIVE NORTH TRAIL IMPROVEMENTS PR642109.621	175,145.85
A-1 CONTRACTORS, INC.	BOYS & GIRLS CLUB ROOF REPLACEMENT PR642202.621	61,578.99

**ENTERPRISE FUNDS**

**WATER**

CENTRAL EXCAVATION	OF 1432.1 SOUTHWEST SIDI PW352103.556	33,796.63
ADVANCED ENGINEERING & ENVIRONMENTAL SERVICES INC.	OF 1637.1 WTP FILTRATION IMPROVEMENT	26,444.05

**SANITATION**



HIGH PLAINS LANDFILL	SANITATION CHARGES FOR NOVEMBER 21	60,752.36
 <b>PARKING</b>		
STANDARD PARKING CORP	PARKING PROGRAM JULY 2021	40,367.55
STANDARD PARKING CORP	PARKING PROGRAM NOV 2021	31,915.69
 <b>INTERNAL SERVICES FUND</b>		
<hr/>		
<b>HEALTH &amp; BENEFITS</b>		
HEALTH CARE SERVICES CORP	BCBS HEALTH CARE NOVEMBER 2021	638,501.31
SUN LIFE FINANCIAL	SUN LIFE DENTAL AND VISION NOVEMBER, 2021	41,390.09
 <b>CENTRAL GARAGE</b>		
DUVAL FORD LLC	STANDARD POLICE CAR STATE CONTRACT QUANTITY OF 6	223,099.52
 <b>TRUST AND AGENCY</b>		
<hr/>		
<b>PAYROLL CLEARING</b>		
FIREFIGHTER RETIREMENT	FIREFIGHTER RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	54,189.65
STATEWIDE POLICE RESERVE FUND	POLICE RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	68,573.90
PUBLIC EMPLOYEE RETIREMENT	PUBLIC EMPLOYEE RETIREMENT EMPLOYEE & EMPLOYER CONTRIBUTIONS	132,758.52
US BANK	FEDERAL TAXES, FICA & MEDICARE	204,727.28
STATE OF MT PLUMBERS	EMPLOYEE CONTRIBUTIONS	47,397.00
 <b>UTILITY BILLS</b>		
<hr/>		
NORTHWESTERN ENERGY	05614938 CHARGES FOR NOVEMBER 2021	63,290.42
 <b>CLAIMS OVER \$25000 TOTAL:</b>		 \$ <u>1,958,160.35</u>

**CITY OF GREAT FALLS, MONTANA**

**COMMUNICATION TO THE CITY COMMISSION**

**DATE: January 4, 2022**

**ITEM:** CONTRACTS LIST  
 Itemized listing of administratively approved contracts.  
 (Listed contracts are available for inspection in the City Clerk’s Office.)

**PRESENTED BY:** Lisa Kunz, City Clerk

**ACTION REQUESTED:** Ratification of Contracts through the Consent Agenda

**MAYOR’ S SIGNATURE:** \_\_\_\_\_

**CONTRACTS LIST**

	<b>DEPARTMENT</b>	<b>OTHER PARTY (PERSON OR ENTITY)</b>	<b>PERIOD</b>	<b>AMOUNT</b>	<b>PURPOSE</b>
<b>A</b>	Park & Recreation	Pasta Montana, L.L.C.	10/15/2021	\$2,250/month paid to City of Great Falls	Ratification of Memorandum of Understanding to extend the lease month-to-month while the property goes through a subdivision process and Pasta Montana’s option to purchase. One Pasta Place T20 N R4 E S5 (CR 101816.11)

<p><b>B</b></p>	<p>Public Works/ Engineering</p>	<p>Montana Department of Transportation (MDT)</p>	<p>01/04/2022- 01/04/2032</p>	<p>N/A</p>	<p>City-Maintained Urban Highway System Routes Citywide Memorandum of Agreement to set forth the respective responsibilities and duties of the City and MDT associated with the City's performance of construction and maintenance of roadway and right-of-way features on Urban Highway System routes designated by the Montana Transportation Commission not maintained by MDT. <b>(OF 1739.0)</b></p>
<p><b>C</b></p>	<p>Public Works/ Engineering</p>	<p>River Oaks Communications Corporation</p>	<p>12/20/2021</p>	<p>\$285/Hr. Estimated total = \$50,000</p>	<p>Ratification of Amendment No. 1 to Professional Services Agreement to expand the scope of services related to both (1) wireless infrastructure issues and (2) right-of-way access and utilization regulation (CR 2021-19)</p>

**CITY OF GREAT FALLS, MONTANA**

**COMMUNICATION TO THE CITY COMMISSION**

**DATE:** January 4, 2022

**ITEM:** GRANTS LIST  
 Itemizing grants not otherwise approved or ratified by City Commission Action  
 (Listed grants are available for inspection in the City Clerk’s Office.)

**PRESENTED BY:** Lisa Kunz, City Clerk

**ACTION REQUESTED:** Ratification of Grants through the Consent Agenda

**MAYOR’S SIGNATURE:** \_\_\_\_\_

**GRANTS**

	<b>DEPARTMENT</b>	<b>OTHER PARTY (PERSON OR ENTITY)</b>	<b>PERIOD</b>	<b>GRANT AMOUNT REQUESTED</b>	<b>MATCH</b>	<b>PURPOSE</b>
<b>A</b>	Public Works/ Engineering	Montana Department of Natural Resources and Conservation (DNRC)	2022-2026	\$1,865,000	\$1,865,000 Storm Sewer Funding	American Rescue Plan Act (ARPA) Water & Sewer Infrastructure Grant Certification Form and Grant Letter of Commitment for Central Avenue/3 <sup>rd</sup> Street Drainage Improvements <b>(OF 1779.0)</b>
<b>B</b>	Public Works/ Engineering	Montana Department of Natural Resources and Conservation (DNRC)	2022-2026	\$3,795,985	\$3,795,985 Water and Sewer Funding	American Rescue Plan Act (ARPA) Water & Sewer Infrastructure Grant Certification Form and Grant Letter of Commitment for Great Falls Water Treatment Plant Solid Residuals Management & Traveling Screen Replacement <b>(OF 1698.1)</b>

<b>C</b>	Public Works/ Engineering	Montana Department of Natural Resources and Conservation (DNRC)	2022-2026	\$2,440,293.50	\$2,440,293.50 Water Funding	American Rescue Plan Act (ARPA) Water & Sewer Infrastructure Grant Certification Form and Grant Letter of Commitment for Great Falls Water Treatment Filtration Improvements Phase 2 <b>(OF 1637.6)</b>
<b>D</b>	Public Works/ Engineering	Montana Department of Natural Resources and Conservation (DNRC)	2022-2026	\$1,950,000	\$1,950,000 Sewer Funding	American Rescue Plan Act (ARPA) Water & Sewer Infrastructure Grant Certification Form and Grant Letter of Commitment for Great Falls Wastewater Treatment Plant Secondary Clarifier Rehabilitation and Return Activated Sludge Bypass Piping <b>(OF 1731.3)</b>



Commission Meeting Date: January 4, 2022

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

**Item:** Community Based Policing Agreement between the Great Falls Police Department and Great Falls Housing Authority 2022

**From:** Great Falls Police Department

**Initiated By:** Captain Doug Otto

**Presented By:** Chief Jeff Newton

**Action Requested:** City Commission approve the agreement and authorize the City Manager to sign the agreement

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (approve/deny) the Community Based Policing Agreement between the Great Falls Police Department and Great Falls Housing Authority effective January 1, 2022 and (authorize/not authorize) the City Manager to sign the Agreement.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

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**Staff Recommendation:** Staff recommends that the City Commission accept the terms of the agreement and authorize the City Manager to sign the agreement.

**Summary:** City Commission accept the terms of the agreement and authorize the City Manager to sign the agreement.

**Background:** The Great Falls Police Department and the Great Falls Housing Authority have had a partnership Community Based Policing Agreement in place since the late 1980’s. The Great Falls Housing Authority funds one dedicated officer for the purpose of enforcement and investigations in the Great Falls Housing Authority projects. This officer also facilitates the Housing Youth Activity Center (HYAC) at the main housing complex. This officer handles calls during their designated shift. Before or after shift, calls continue to be answered by the Patrol Officers. With the Housing Authority officer on site, it does alleviate a substantial number of calls that Patrol would have to respond to and resolve. Historically, call loads were high until the Housing Authority Officer was established.

The Great Falls Housing Authority provides office space at the main complex for the officer.

**Fiscal Impact:** The City of Great Falls would receive \$118,955.65 (\$59,477.83 for 6 months per contract) to cover the officer's salary and benefits from the Great Falls Housing Authority. The Contract shall commence on January 1, 2022 and end on June 30, 2022 with an automatic six month renewal based on the GFPPA negotiated contract wage with the City of Great Falls.

**Alternatives:** Discontinue the officer's presence in the Housing Authority projects and reassign.

**Concurrences:** The Community Based Policing Agreement has been approved by the Housing Authority Board.

**Attachments/Exhibits:**

Great Falls Housing Authority Contract 2022



GREAT FALLS POLICE DEPARTMENT AND  
GREAT FALLS HOUSING AUTHORITY  
COMMUNITY BASED POLICING  
AGREEMENT

This contract is entered into this 1st day of January, 2022, by and between the City of Great Falls, hereinafter referred to as 'City," and the Great Falls Housing Authority.

In receipt of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The City shall provide personnel and other resources in a Community Policing role at the Great Falls Housing Authority projects. One dedicated officer, excluding contractual time/training time off, shall be provided for the purpose of enforcement and investigations in the Great Falls Housing Authority projects. If the assigned officer or a temporary replacement is not available to the GFHA for longer than 40 hours in each six month agreement period, the GFE-IA payment will be waived for the period of time that an officer was not available. Payment will resume when an officer becomes available to the GFHA.
2. The Great Falls Housing Authority shall pay the City \$59,477.83 which would include the Officers salary and benefits. Payment shall be made on a monthly basis in the amount of \$9,912.97.
3. The City shall keep detailed records regarding the date and time of contacts exclusive of investigating records. The Great Falls Housing Authority may inspect these records at all reasonable times and these records shall be available for photocopying at no additional fee.
4. Indemnification -The City assumes full responsibility for the officer's performance. Subject to the limitations set forth in Mont. Code Ann. § 2-9-108, the City shall indemnify the Great Falls Housing Authority against, and hold the Housing Authority harmless from, any liability costs, damages, claims or causes of action which may arise as a result of performance by the City of its responsibilities under the terms of this agreement; provided, however, that the City, its Officers and employees shall not assume any liability for acts of the Great Falls Housing Authority, or any of its Officers or agents.
5. **This Agreement shall commence January 1, 2022 and end June 30, 2022 with an automatic six month renewal based on the GFPPA negotiated contract wage with the City of Great Falls. The GFHA agrees to pay the salary and benefits increase, if any, retroactive to July 1, 2022 based on the GFPPA negotiated contract wage.**

In Witness In Witness Whereof, the parties hereto have caused this agreement to be executed the day and year first herein above written.

**CITY OF GREAT FALLS**

**GREAT FALLS HOUSING AUTHORITY**

\_\_\_\_\_  
Gregory T. Doyon, City Manager

  
\_\_\_\_\_  
Greg Sukut, Executive Director

ATTEST:

  
\_\_\_\_\_  
Jeff Newton, Chief of Police

\_\_\_\_\_  
Lisa Kunz, City Clerk

(Seal of the City)

APPROVED FOR LEGAL CONTENT:

\_\_\_\_\_  
Jeffrey Hindoien, City Attorney



Commission Meeting Date: January 4, 2022

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

**Item:** Agreement for Mutual Aid in Fire Protection and Hazardous Materials Incident Response with Malmstrom AFB Fire Department

**From:** Jeremy Jones, Fire Chief

**Initiated By:** Jeremy Jones, Fire Chief

**Presented By:** Jeremy Jones, Fire Chief

**Action Requested:** Approve the Agreement for Mutual Aid in Fire Protection and Hazardous Materials Incident Response and authorize the City Manager to execute the Agreement.

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (approve/not approve) the Agreement for Mutual Aid in Fire Protection and Hazardous Materials Incident Response and (authorize/not authorize) the City Manager to execute the Agreement.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Staff Recommendation:** Staff recommends that the City Commission approve the Agreement for Mutual Aid with Secretary of the Air Force acting by and through the Commander of the 341<sup>st</sup> Mission Support Group of Malmstrom AFB.

**Summary:** Malmstrom AFB Fire Department and Great Falls Fire Rescue have a long standing relationship in providing mutual aid to the respective jurisdictions served. As proven in the recent Gibson Flats Fire, during times of need, each department has been able to respond during large incidents or disasters that have occurred in our communities. Both agencies can rapidly render assistance to the other during these events resulting in additional resources available to mitigate the emergency.

**Background:** This mutual aid agreement has been exercised regularly by both parties. The City has exercised this agreement when additional resources are needed immediately at a conflagration fire to minimize the loss of property and life in areas protected by Great Falls Fire Rescue. During these times, Malmstrom firefighters work alongside GFFR firefighters and fall within our Incident Command System.

**Fiscal Impact:** There is no cost to enter/continue this mutual aid agreement. A component to any fire service mutual aid is to not seek reimbursement from the party requesting assistance.

Each Party waives all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this agreement.

At times it may be necessary to hire back GFFR firefighters to cover for firefighters rendering mutual aid assistance. This also affects our partners in times they render aid to the City of Great Falls.

**Alternatives:** The City Commission could choose to disapprove this mutual aid agreement.

**Concurrences:** The City Attorney has reviewed and edited the agreement.

**Attachments/Exhibits:** Memorandum for Malmstrom AFB Fire Emergency Services Mutual Aid Partners and Agreement for Mutual Aid in Fire Protection and Hazardous Materials Incident Response



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 341ST MISSILE WING (AFGSC)**

22 November 2021

**MEMORANDUM FOR MALMSTROM AFB FIRE EMERGENCY SERVICES MUTUAL AID PARTNERS**

**FROM: MALMSTROM AFB FIRE and EMERGENCY SERVICES**

**SUBJECT: Mutual Aid Agreement Update**

1. On behalf of CMSgt Geoffrey S. Wilson, Fire Chief, Malmstrom Air Force Base, I would like to say thank you for your continued support to the Malmstrom AFB mission. Without your support, it would be nearly impossible for us to provide the emergency services necessary to protect our critical resources in the missile field complex.
2. Annually, we call your departments to update contact information and response capabilities, which we completed back in February of this year. Now you are probably wondering why we are contacting you again! Well, periodically changes come out in our AFI's that require us to update our current mutual aid agreements due to added stipulations on response criteria, as is the case in this situation. Therefore, we have enclosed the new updated agreement for your review and coordination. Please take the time to read it and if you have questions, feel free to give us a call at 406-731-4836. If not, once review is complete, please date first paragraph of agreement with day & month reviewed and then sign on the last page on the "By" line and then print name & date where designated for Fire Chief.
4. Furthermore, we would appreciate it if you could return the signed agreement in the self-addressed return envelope enclosed once completed.
5. Finally, as stated previously in prior coordination letters, if you would like to arrange on site training for missile field response familiarization or any other training pertinent to our agreement, please feel free to contact us. We will do our best to coordinate this training and accommodate all parties.
6. In closing, the road runs both ways so please remember we are available for emergency response support per the agreement in your areas also, so feel free to request us if the situation dictates.
7. If you any questions please contact me at (406) 731-4836 or [rickey.naccarato@us.af.mil](mailto:rickey.naccarato@us.af.mil).

A handwritten signature in black ink, appearing to read "Rickey G. Naccarato".

**RICKEY G. NACCARATO,**  
Assistant Fire Chief, Fire Prevention  
Malmstrom AFB, Fire Emergency Services

**AGREEMENT FOR MUTUAL AID IN FIRE PROTECTION AND HAZARDOUS  
MATERIALS INCIDENT RESPONSE  
(ICBM ALERT/LAUNCH FACILITIES, ICBM TRANSPORT INCIDENTS AND  
ON/OFF BASE SUPPORT)**

This Mutual Aid Agreement (the “Agreement”), is made and entered into this \_\_\_ day of \_\_\_\_\_ 2021, between the Secretary of the Air Force (the “Air Force”) acting by and through the Commander, **341st Missile Wing** pursuant to the authority of 42 U.S.C. § 1856a and the **GREAT FALLS FIRE DEPARTMENT**. Together the Air Force and the **GREAT FALLS FIRE DEPARTMENT** are hereinafter referred to as the “Parties”.

**WITNESSETH:**

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions; and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term ‘fire protection’ includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and

WHEREAS, the Parties hereto desire to augment the fire protection capabilities available in their respective jurisdictions by entering into this Agreement.

**NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:**

- a. The authority to enter into this Agreement is set forth in 42 U.S.C. § 1856a, and Title 15 United States Code Section 2210, the regulations implementing the same at Title 44 Code of Federal Regulations Part 151 Emergency Management and Assistance and Air Force Instruction 32-2001, Fire and Emergency Services Program.
- b. This Agreement will serve as the agreement between the Parties for securing to each mutual aid in fire protection services as defined above.
- c. On request to a representative of the **Malmstrom AFB** fire department by a representative of the **GREAT FALLS FIRE DEPARTMENT**, fire protection equipment and personnel of the **Malmstrom AFB** fire department will be dispatched to any point within the area for which the **GREAT FALLS FIRE DEPARTMENT** normally provides fire protection services as designated by the representatives of the **GREAT FALLS FIRE DEPARTMENT**.

d. On request to a representative of the **GREAT FALLS FIRE DEPARTMENT** by a representative of the **Malmstrom AFB** fire department, fire protection equipment and personnel of the **GREAT FALLS FIRE DEPARTMENT** will be dispatched to any point within the jurisdiction of the **Malmstrom AFB** as designated by the representative of the **Malmstrom AFB** fire department.

e. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:

(1) Any request for aid hereunder will include a statement of the amount and type of equipment and personnel requested and will specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished will be determined by the responding organization. The requesting organization will ensure access to site for the responding organization.

(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and will be subject to the orders of that official.

(3) The responding organization will be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.

(4) HAZMAT incident response will include the response to, and control and containment of any release or suspected release of any material suspected to be or known to be hazardous. Where the properties of a released material are not known, it will be considered hazardous until proven otherwise by the requesting organization using all technical resources available. Cleanup and removal of contained HAZMAT will be the responsibility of the requesting organization.

(5) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the **GREAT FALLS FIRE DEPARTMENT** normally provides fire protection services, the chief of the **Malmstrom AFB** fire department or his or her representative may assume full command on arrival at the scene of the crash.

f. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance. Notwithstanding the above, the Parties hereby recognize that pursuant to the Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued there under (44 Code of Federal Regulations Part 151), **GREAT FALLS FIRE DEPARTMENT** is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore,



under the authority of 42 U.S.C. § 1856a, and pursuant to any applicable state or local IAW each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.

Furthermore, **GREAT FALLS FIRE DEPARTMENT** agrees to indemnify and hold harmless the United States from any liability that may arise from the use of fire-fighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the **GREAT FALLS FIRE DEPARTMENT**, which agreement to indemnify and hold harmless includes, but is not limited to, such uses that may result in hazardous substance exposure or pollution of or contamination to air, land, water, person or property or such uses that may result in response actions under CERCLA, RCRA, or any other federal, state, or local laws. Notwithstanding any other provision of this Agreement, termination of this Agreement shall in no way affect **GREAT FALLS FIRE DEPARTMENT**'s obligation under this paragraph to indemnify and hold harmless the United States from any liability that may arise from the use of foams, chemicals, or other materials by the Air Force in providing fire protection services to the **GREAT FALLS FIRE DEPARTMENT**, which obligation shall survive such termination.

g. Where local agencies do not assign an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for Malmstrom AFB to observe Air Force operations.

h. Both Parties agree to implement the National Incident Management System during all emergency responses on and off Installations in accordance with National Fire Protection Association Standard 1561.

i. Each Party waives all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. This provision does not waive any right of reimbursement pursuant to paragraph f.

j. All equipment used by **GREAT FALLS FIRE DEPARTMENT** in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for **GREAT FALLS FIRE DEPARTMENT** under this Agreement will, at the time of such action, be an employee or volunteer member of **GREAT FALLS FIRE DEPARTMENT**.

k. The rendering of assistance under the terms of this Agreement will not be mandatory; however, the Party receiving a request for assistance will endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.

l. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is



primarily and ultimately responsible for the provision of fire protection services needed within their own jurisdictions.

m. Disputes.

Parties to Negotiate. If a dispute arise, the Parties agree to first attempt to resolve the dispute using unassisted negotiations techniques (i.e., without the assistance of a neutral third party). Either Party may request in writing the unassisted negotiations commence. As part of unassisted negotiation, the Parties shall consider employing joint fact-finding, if material factual disputes are involved, and shall use other early resolution techniques appropriate to the circumstances. If the dispute involves material issues of fact, the Parties may employ a neutral third party to provide a confidential evaluation of the issues in fact.

n. Alternative Dispute Resolution

1. If the dispute is not resolved within sixty (60) days after the request for unassisted negotiations, and the Parties do not mutually agree to continue the unassisted negotiations, the Parties shall employ alternative dispute resolution procedures involving nonbinding mediation of the dispute by a neutral third party. The alternative dispute resolution procedures employed shall include a confidential evaluation of both the facts and the law and the issuance of confidential recommendations by the neutral third party.

2. By entering into this Agreement, the Parties have voluntarily adopted alternative dispute resolution procedures IAW 5 United States Code. § 572(c). These procedures shall not be employed if determined by either party to be inappropriate after taking into consideration the factors enumerated at 5 United States Code. § 572(b). A party rejecting alternative dispute resolution as inappropriate shall document its reasons in writing and deliver them to the other Party. The Parties shall enter into a master written alternative dispute resolution Agreement governing alternative dispute resolution proceedings that may be amended as needed to fit individual proceedings. (A template of an acceptable alternative dispute resolution agreement may be found at [www.adr.af.mil](http://www.adr.af.mil)).

3. The Government's obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment. The GREAT FALLS FIRE DEPARTMENT obligation to make any payment arising out of an agreement resolving a dispute under the Agreement is contingent upon the availability of funds proper for such payment.

o. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, at the following addresses:

For the Air Force:  
Malmstrom AFB Fire Department  
c/o Commander

21 77th St N. Suite 144  
Malmstrom AFB, MT, 59402-7538

And:

Department of the Air Force  
Air Force Civil Engineer Center/CXF

139 Barnes Dr, Suite 1  
Tyndall AFB FL 32403-5319

And:

Malmstrom AFB  
c/o Fire Chief

21 73rd St.  
Malmstrom AFB, MT 59402

For: GREAT FALLS FIRE DEPARTMENT

Attention to: Fire Chief  
105 9<sup>th</sup> Street South  
Great Falls, MT 59401

#### TERMS OF THE AGREEMENT

p. This Agreement shall become effective on the date of the last signature to the Agreement and will remain in effect for 5 years (insert date) from that date (the "Term") and automatically renews for an additional five-year period with the right to renew for an additional two five-year terms not to exceed a total of 20 years. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at 180 days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party.

q. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

r. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.

s. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.

IN WITNESS WHEREOF, The Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below:

FIRE DEPARTMENT  
For: GREAT FALLS FIRE DEPARTMENT

THE UNITED STATES OF AMERICA  
by the Secretary of the Air Force

By: \_\_\_\_\_

By: Christopher P. Karns

Name: \_\_\_\_\_

Name: CHRISTOPHER P. KARNNS  
Commander, 341st Mission Support Group

Fire Chief

Date: 24 NOV 2021

Date: \_\_\_\_\_



Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Resolution No. 10436 Revising Fee Schedule for Great Falls Fire Rescue Superseding Resolution 10311

**From:** Mike McIntosh, Fire Marshal

**Initiated By:** Great Falls Fire Rescue

**Presented By:** Jeremy Jones, Fire Chief

**Action Requested:** Set a public hearing on Resolution 10436 for January 18, 2022.

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (set/not set) a public hearing on Resolution 10436 for January 18, 2022.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

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**Staff Recommendation:** Staff recommends that the Commission set Resolution 10436 for public hearing on January 18, 2022.

**Summary:** At the June 15, 2021 Commission Work Session, Great Falls Fire Rescue (GFFR) presented information to the Commission on the need to adjust GFFR’s fee schedule in regard to repeated fire code violations. Under the current fee schedule, GFFR receives funds from the issuance and renewal of Safety Inspection Certificates (SIC). Per the Official Code of the City of Great Falls (OCCGF) § 5.2.010, every business, in a building or office, in the jurisdictional limits of the City of Great Falls shall be required to obtain a Safety Inspection Certificate. As part of the Safety Inspection Certificate Program, Great Falls Fire Rescue performs annual safety inspections for roughly 3000 businesses.

When GFFR staff finds fire code violation/violations, staff works with the responsible party for the business to ensure that the fire code violation/violations is corrected. GFFR staff will give the business a reasonable amount of time to correct the fire code violation/violations. GFFR staff will then schedule a date for a reinspection of the business to check on the status of the fire code violation. In most instances, the majority of businesses will have the fire code violation corrected on or before the date of GFFR’s reinspection. However, there are those businesses who do not get the violations corrected in a timely manner, requiring multiple visits from GFFR staff.

After GFFR staff has made multiple reinspections, and no headway is being made to correct the fire code violation, GFFR staff will turn the matter over to the City Attorney's Office to pursue the penalty set forth in OCCGF § 15.9.050.

15.9.050 Violation-penalty states that unless otherwise specified in this Chapter, any person who violates any provisions of the IFC as adopted, or fails to comply therewith is guilty of a misdemeanor, punishable by a term not to exceed six (6) months in jail, a fine not to exceed five hundred dollars (\$500.00), or both.

GFFR currently is not reimbursed or charges any fees for man hours spent in attempt of getting fire code violations corrected.

GFFR has researched multiple jurisdictions across the state, region and country and found that the majority of these jurisdictions charge fees for fire inspections.

In the June 15, 2021 meeting, the Commission was presented with the following fee structure for fire inspections:

- First inspection is covered by the cost of the issuance or renewal of the SIC
- First reinspection is covered by the cost of the issuance or renewal of the SIC
- Second reinspection is a \$200 fee charged by GFFR
- Third reinspection is a \$300 fee charged by GFFR
- Fourth reinspection, if fire code violation is not corrected, the business is turned over to the City Attorney's Office to pursue the language of 15.9.050 of the City Code

From the presentation made to the Commission on June 15, 2021, GFFR was granted the ability to move forward towards the adoption of the proposed fire code fees.

**Background:** Under the current fire inspection process, the FPB will conduct an annual safety inspection for a business. During this inspection, if a fire code violation/violations are found, these violations are noted on the inspection form and the responsible person for the business is allotted a reasonable amount of time to correct the fire code violation (on average this is 30 days).

The Fire Prevention Bureau (FPB) staff member conducting the inspection will then schedule a time for a re-inspection to occur. Given the allotted time to correct the violation/violations, the FPB staff member will then conduct a re-inspection. If the violation is not corrected during this reinspection, a second re-inspection will be scheduled (on average another 30 days will be granted).

A third re-inspection will be scheduled and conducted by FPB staff. On this re-inspection, if the violation/violations are not corrected, another re-inspection is scheduled (on average this is a 15-day timeline).

On the fourth re-inspection, if the violation is not corrected, past practice is the FPB staff member will draft an official letter coming from the FPB giving the business 15 days to comply with the correction of the fire code violation/violations. If these violations are not corrected, the matter will be referred to the City Attorney's Office.

When the fire code violation/violations are referred to the City Attorney's Office, per OCCGF § 5.1.090, another 15 days to correct the fire code violation/violations are granted. Once this 15-day timeline expires, the business can then be entered into the process to proceed forward with OCCGF 15.9.050 Violation-penalty.

From the date of the first notification of the fire code violation/violations, the process to correct the fire code violation/violations could take upwards to 6 months or more.

**Fiscal Impact:** The fiscal impact of the collection of fire code violation fees help offset the man hours incurred by the FPB when attempting gain compliance with the fire code. The collection of fees for repeated fire code violation/violations will also increase code compliance within the city as there is now a fiscal impact to business that do not comply in a timely manner with correction of fire code violation/violations.

**Alternatives:** If the change to the fire code fee schedule is not implemented, the FPB will continue to have to operate with an inspection system that requires the FPB to spend an exorbitant amount of man-hours trying to obtain compliance with the code. By not implementing this change to the fire code fee schedule, businesses that do not address fire code violations in a timely manner, face no recourse until they stand in front of the court system.

**Concurrences:**

Planning and Community Development  
Great Falls Police Department  
City Attorney's Office  
City Manager's Office

**Attachments/Exhibits:**

Resolution 10436  
City of Redmond Fire Department Fees  
City of Durham Fire Department Permits and Fees  
City of Cedar Rapids Fire Permits and Fees  
City of Dickinson Fee Schedule

**RESOLUTION 10436**

**A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, REVISING THE FEE SCHEDULE FOR GREAT FALLS FIRE RESCUE (GFFR) AND SUPERSEDING RESOLUTION 10311**

**WHEREAS**, the Great Falls City Commission adopted Resolution 10311 on August 6, 2019, setting forth fees for services provided by Great Falls Fire Rescue (GFFR); and

**WHEREAS**, providing ancillary services or special circumstances are beyond the scope of those services covered by typical emergency work; and

**WHEREAS**, pressing issues facing GFFR include compliance of the annual Safety Inspection Certificate (SIC) program, repeated re-inspections on deficient life safety systems found during annual service requirements, and repeated false activation of fire alarm systems; and

**WHEREAS**, after the issuance of SICs, GFFR conducts life safety inspections. Inspections and all subsequent re-inspections require multiple visits to businesses to gain code compliance, man hours drafting compliance letters in conjunction with the City Attorney’s Office after repeated non-compliance of annual inspections, that results in a drawn out process to gain overall compliance of the SIC program to ensure that commercial buildings in Great Falls are safe; and

**WHEREAS**, service reports of annual inspections of life safety systems are submitted through the City’s online reporting vendor. When systems are found to be deficient, GFFR shall follow up on these deficiencies. GFFR may have to make multiple re-inspections to gain compliance. This process follows the same process as the SIC inspections; and

**WHEREAS**, false alarm calls cause expenditures of time, staff and other resources that are already limited. The current code authorizes the imposition of fines or penalties for inadvertent false alarms relating to unauthorized entry (burglar alarms), and should be extended to repeated activation of fire alarm systems; and

**WHEREAS**, GFFR presented at the June 15, 2021 work session and the Commission subsequently adopted Ordinances pertaining to Safety Inspection Certificates and False Alarms.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, that:**

- 1) Resolution 10311 is superseded by these terms.
- 2) Great Falls Fire Rescue service fees are set forth as follows:

**Great Fall Fire Rescue (GFFR) Fee Schedule**

**REPORTS:**

Incident Reports	\$11.00
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Fire Investigation Report & Photos – BY SUBPOENA ONLY \$100  
 Single page copies \$0.25/page

**FIRE INSPECTION FEES:**

First Inspection Covered by SIC  
 1<sup>st</sup> Re-Inspection Covered by SIC  
 2<sup>nd</sup> Re-Inspection \$200.00  
 3<sup>rd</sup> Re-Inspection \$300.00  
 4<sup>th</sup> Re-Inspection see OCCGF  
 § 15.9.050

**FALSE ALARM FEE:**

3<sup>rd</sup> False Activation in a 365-day time period \$100.00

**FACILITIES (daily rates):**

Training Center classroom (*includes audio/visual equip*) \$121 per day  
 Training Center facility (*includes Tower, Roof/Burn Props*)\* \$286 per day  
 \*Note: Burn prop requires GFFR supervision

**APPARATUS (hourly rates – personnel costs not included):**

1 ALS Rescue Engine \$224 per hour  
 1 Fire Engine \$188 per hour  
 1 Aerial Apparatus 100 foot Pierce Platform \$335 per hour  
 1 Command Vehicle \$120 per hour  
 1 Rescue Vehicle \$120 per hour  
 1 Hazmat Trailer w/equip \$142 per hour  
 Hazmat supplies/tools cost + 20%

**SERVICES OTHER:**

CPR Training Class \$35 per student  
 Fire Water Line Flush \$100 each

**PERSONNEL (regular hourly rates at cost to City):**

Current

1 Management Current salary plus benefits  
 1 Command Officer Current salary plus benefits  
 1 Company Officer Current salary plus benefits  
 1 Firefighter Current salary plus benefits

*\*Overtime hours will be calculated at the rate of 1.5 times regular rate*

**EQUIPMENT:**

Ladder testing (per ladder) \$77  
 Hose repair (per length) \$19  
 Repair parts cost + 20%

**CASCADE SYSTEM – BREATHING AIR:**

30 / 60 min bottle filling with NFPA certified Air \$24 per cylinder



*Note: All rates are invoiced at a minimum of 1 hour and rounded to the nearest half hour.*

**BE IT FURTHER RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA** that these fees shall become effective upon adoption. Great Falls Fire Rescue shall post the fee schedule on the GFFR webpage of the City’s website.

**PASSED AND ADOPTED** by the City Commission of the City of Great Falls, Montana, this 18<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Bob Kelly, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Kunz, City Clerk

(CITY SEAL)

APPROVED FOR LEGAL CONTENT:

\_\_\_\_\_  
Jeffrey M. Hindoiem, City Attorney

**FIRE DEPARTMENT FEES  
City of Redmond**

Section	Contents
A	Building Permit Fees
B	Fire Alarm System Installation Permit Fees
C	Fire Sprinkler System Installation Permit Fees
D	Fixed Suppression System Installation Permit Fees
E	Penalties, Overtime Rates and Other Fees
F	Administrative and Suppression Fees
G	Fire Code Operational Permits
G-1	Annual Fire Code Operational Permits
G-2	Single-Use Fire Code Operational Permits
H	Fire Code Construction Permits

**A. Building Permit Fees**

<b>Commercial</b>	Exterior alteration, tenant improvement
<b>Mixed Use</b>	Exterior alteration, residential remodel, tenant improvement
<b>Multi-Family</b>	Exterior alteration, remodel
<b>Green Commercial</b>	Tenant improvement
<b>Green Mixed-Use</b>	Residential remodel, tenant improvement
<b>Green Multi-Family</b>	Remodel

Construction Value	Fee*
≤ \$100,000	\$459.45
\$100,000.01 - \$499,999.99	\$968.72
\$500,000.00 - \$2,500,000.00	\$1,855.55
\$2,500,000.01 - \$15,000,000	\$4,389.35
> \$15,000,000	\$6,492.45
Expedited	\$335.28

<b>Commercial</b>	New
<b>Mixed Use</b>	New
<b>Green Commercial</b>	New
<b>Green Mixed Use</b>	New

Construction Value	Fee*
≤ \$1,000,000	\$1,450.12
\$1,000,000.01 - \$2,500,000.00	\$3,426.47
\$2,500,000.01 - \$15,000,000	\$4,389.35
> \$15,000,000	\$6,492.45

<b>Change of Occupancy</b>	To Multi-Family
<b>Multi-Family</b>	New
<b>Green Multi-Family</b>	New

Construction Value	Fee*
≤ \$750,000	\$1,450.12
\$750,000.01 - \$2,500,000	\$3,426.47
\$2,500,000.01 - \$15,000,000	\$4,389.35
> \$15,000,000	\$6,492.45

<b>Change of Occupancy</b>	To Commercial
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Construction Value	Fee*
≤ \$100,000	\$436.64
\$100,000.01 - \$1,000,000	\$1,298.18
\$1,000,000.01 - \$2,500,000	\$3,426.47
\$2,500,000.01 - \$15,000,000	\$4,389.35
> \$15,000,000	\$6,492.45

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**FIRE DEPARTMENT FEES  
City of Redmond**

**A. Building Permit Fees (Continued)**

All fees will be assessed at permit submittal. Valuation is rounded to the nearest cent.

<b>Commercial</b>	Addition, garage, accessory structure
<b>Multi-Family</b>	Addition, garage, accessory structure
<b>Mixed Use</b>	Addition, garage, accessory structure
<b>Green Commercial</b>	Addition
<b>Green Multi-Family</b>	Addition
<b>Green Mixed Use</b>	Addition

Construction Value	Fee*
≤ \$100,000	\$459.45
\$100,000.01 - \$499,999.99	\$968.72
\$500,000.00 - \$2,500,000.00	\$1,855.55
\$2,500,000.01 - \$15,000,000.00	\$4,389.35
> \$15,000,000	\$6,492.45

<b>Residential</b>	Accessory Structure, addition, deck, manufactured home, new, remodel
<b>Green Residential</b>	New

Construction Value	Fee*
Any Value	\$202.72

<b>Change to Occupancy</b>	To residential
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Construction Value	Fee*
Any value	\$630.93

**Other Fees**

Permit Type (Applicable Work Classes)	Fee*
Awning (signage, no signage)	\$225.50
Commercial (portable, modular)	\$326.85
Demolition	\$225.50
Dock	\$233.23
Rack storage	\$326.85
Solar panel (photovoltaic)	\$326.85
Stormwater vault	\$225.50
Swimming pool (commercial, mixed use, multi-family)	\$225.50
Tank	\$326.85
Wireless communications facility (new, addition)	\$225.50
Additional plan reviews (per hour minimum)	\$190.19
Miscellaneous requests (per hour minimum)	\$190.19

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**FIRE DEPARTMENT FEES**  
**City of Redmond**

**B. Fire Alarm System Installation Permit Fees**

All fees will be assessed at permit submittal

**New System**

<i>Number of Alarm Devices</i>	<u><b>Fee:*</b></u>
1-25	\$732.27
26-100	\$1,292.24
>100	\$1,335.59 + \$4.29 for each device over 100

**System Modification**

<i>Number of Alarm Devices</i>	<u><b>Fee:*</b></u>
1-5	\$377.54
6-10	\$478.90
11-20	\$529.57
21-40	\$732.27
41-100	\$1,292.24
> 100	\$1,657.68 + \$3.65 for each device over 100

In addition to the device fees shown above, the following charges apply:

<i>Device(s)</i>	<u><b>Fee:*</b></u>
Fire Alarm Control Panel (FACP)	\$407.95
Transmitter	\$357.27
Both an FACP and Transmitter	\$712.01
Power Sub-Panel	\$174.83

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**FIRE DEPARTMENT FEES**  
**City of Redmond**

**C. Fire Sprinkler System Installation Permit Fees**

All fees will be assessed at permit submittal

**NFPA 13 System, New System**

<i>Number of Heads or Devices</i>	<u>Fee:*</u>
1-50	\$907.11
51-100	\$1,342.92
> 100	\$1,388.20 + \$4.48 for each device over 100
Water supply <sup>+</sup> , each	\$101.35
Fire pump, each	\$1,087.03
Standpipe <sup>++</sup> , each	\$1,289.75

**NFPA 13 System, System Modifications (Including Quick Start)**

<i>Number of Heads or Devices</i>	<u>Fee:*</u>
1-20	\$428.21
21-40	\$805.75
41-100	\$907.11
> 100	\$929.77 + \$2.28 for each device over 100

**NFPA 13D systems (Single Family Residential)**

<i>Number of Heads or Devices</i>	<u>Fee:*</u>
1-40	\$551.84
> 40	\$653.84
Additions or Modifications, any quantity	\$190.19

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

<sup>+</sup> One supply shall consist of a post or wall indicator valve, a double detector check valve assembly, and a fire department connection (one each).

<sup>++</sup> A standpipe system consists of a fire department connection supply inlet and associated outlets.

**FIRE DEPARTMENT FEES**  
**City of Redmond**

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**D. Fixed Suppression System Installation Permit Fees**

All fees will be assessed at permit submittal.

**New System**

<i>Number of Heads or Devices</i>	<i>Fee:*</i>
1-20	\$580.25
21-40	\$681.60
> 40	\$738.66 + \$5.67 for each device over 40
Releasing Panel	\$202.72

**System Modification**

Per Device or Nozzle

<i>Number of Heads or Devices</i>	<i>Fee:*</i>
1-10	\$428.21
11-20	\$478.90
> 20	\$538.96 + \$5.98 for each device over 20
Releasing Panel	\$202.72

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**E. Penalties, Hourly Rates and Other Fees**

1. Penalties:

Penalties shall conform to the City of Redmond Enforcement Regulations. The following shall apply.

- Fees shall be doubled for work begun without a valid permit for the first infraction in one year.
- Fees shall be five times original fees for work done without a permit for the second and each subsequent infraction in one year.
- Work done without a permit may also result in stop work orders or other actions or remedies. Actions may include the loss of the applicant's business license.

2. New and Existing Construction - Hourly Rate \$190.19\*

One submittal will be processed under the initial permit, review and inspection fees. The original permit, review, and inspection fee covers one inspection and one reinspection to verify compliance for each inspection type.

Additional plan review/revisions	For revisions to plans with an issued permit or for significant changes to plans currently in review, additional review time will be charged at the hourly rate.
Plan review extension	Submittals that are in plan review and have not been approved may have the expiration date extended up to 365 days at a fee equal to one half the prevailing hourly rate noted above. One plan review extension is allowed.
Permit extension	Issued permits that are not expired may have the permit expiration date extended up to 365 days at a fee equal to one half the prevailing hourly rate noted above.

3. New and Existing Construction - 2nd and subsequent Reinspection \$250.00\*

The original permit, review and inspection fee covers one inspection and one reinspection to verify compliance for each inspection type. Additional inspections for the same inspection type will be charged the above reinspection fee.

4. New and Existing Construction - After-hours Hourly Rate \$190.19

After-hours plan review	After-hours plan reviews (when available) shall be charged the prevailing hourly rate for a minimum of two hours. The 2-hour time includes permit processing and mark-up of plans. When an expedited plan review requires more than 2 hours, additional time will be charged at the prevailing hourly rate.
After-hours inspection	<p>The rate for inspection outside of regular business hours (when available) shall be charged at the prevailing hourly rate for a minimum of two hours. The 2-hour time includes the inspection and writing of inspection reports, as applicable. When an after-hours inspection takes longer than 2 hours, additional time will be charged at the prevailing hourly rate.</p> <p>Notice of after-hours inspection cancellation must be provided to Redmond Fire Prevention at least 48 hours (2 business days) prior to the scheduled inspection. Failure to provide 48-hours' notice will result in a forfeiture of the after-hours inspection fee.</p>

5. New and Existing Construction – Technical Review

The hourly rate shall be charged for the processing of extensive technical reviews associated with such involved issues as high-piled storage, hazardous materials, and flammable liquids. These reviews may be outsourced for third party review and charged at third-party cost rates.

City Performed	\$285.28*
Third-party	Third Party Cost**

<p>*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.</p> <p>**The technology surcharge fee will also be applied on outsourced third party costs.</p>
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**E. Penalties, Hourly Rates, and Other Fees (continued)**

5. New and Existing Construction – Permit Reactivation

Permits shall automatically become invalid if there have been no inspections of the authorized work in the last 365 days or if the work is suspended or abandoned for 365 days after an inspection has been conducted. Before work can recommence, the permit shall be reactivated at a fee equal to one-half the new permit fee amount, provided no changes have been made to the original construction documents. A new permit shall be obtained if more than 365 days have passed from the date of expiration or changes have been made to the original construction documents.

6. Special Review Processes:

Quick Start Permits: These permits shall be charged at the same rate as regular permits. Quick start permit fees are non-refundable and due at the time of permit submittal.

7. Existing Building and Occupancy Fire Inspections – Reinspections

Initial inspection	No Charge
First re-inspection	No Charge
Second re-inspection	No Charge
Third re-inspection	\$100.00
Fourth and subsequent re-inspections	\$250.00

6. Preventable Fire Alarms \$433.28/hr. \*

- a) The fee shall be the combined active-duty hourly rates of one pumper truck and three fire suppression personnel as listed in Table F.
- b) An hourly charge of no less than one hour's fee shall apply for each preventable alarm requiring a fee.
- c) Problematic systems may not qualify for fee relief and may be subject to additional fees.
- d) Failure to provide an approved and required fire watch will result in a fee of not less than that noted in (a) above.

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

\*\*The technology surcharge fee will also be applied on outsourced third party costs.



**F. Administrative and Suppression Fees:**

1. Arson or Negligence Incidents: \$89.22/hr.\*

This hourly fee is to be used for recovering department personnel costs related to incidents caused from arson or incidents caused by negligence of an individual.

2. Aid Car Standby: \$105.70/hr.\*

This hourly fee is to be used at times when a fire department aid car is to be staffed by EMT's whom are not on duty. The fee is to cover the personnel costs associated with the activity. No fee would be charged for events officially sponsored in part or wholly by the City of Redmond.

3. Special Service – Hazardous Waste and Other Cleanup: \$89.22/hr.\*

This hourly fee provides for recovering department personnel costs related to hazardous materials incidents. In addition, this section provides for the ability to collect reimbursement for equipment or apparatus contaminated, damaged, destroyed, or lost while providing service. Also, special items, supplies, or cost of services may be reimbursed from companies or agencies responsible for the incident related to hazardous material, hazardous waste, or similar incidents.

**Table F. Vehicle and Personnel Hourly Cost Schedule**

**Labor Costs Per Hour Including Overhead**

<i>Labor Category</i>	<i>Hourly Rate*</i>	<i>Overtime Rate*</i>
Fire Suppression, Emergency Aid & Other Services	\$89.22/hr.	\$105.70/hr.
Fire Prevention & Investigation	\$141.50/hr.	\$212.25/hr. (2-hour minimum)

**Vehicle Equipment Costs Per Hour Including Overhead**

<i>Vehicle</i>	<i>Active Duty Hourly Rate*</i>	<i>Standby Duty Hourly Rate*</i>	<i>Mileage Rate*</i>
Aerial Truck	\$247.04/hr.	\$114.14/hr.	\$0.95/hr.
Pumper Truck	\$165.61/hr.	\$107.73/hr.	\$0.95/hr.
Emergency Medical Van	\$80.74/hr.	\$52.64/hr.	\$0.42/hr.
Rescue Van	\$92.44/hr.	\$57.87/hr.	\$0.42/hr.
Command Vehicle	\$19.69/hr.	\$12.05/hr.	\$0.42/hr.

**Section G.**

**Administrative Guidelines for Fire Code Operational and Installation Permits; Re-inspection Fees; and Preventable Fire Alarm Fees.**

1. Annual operational permits will be issued for one year (12 months) based upon the first day of the month in which the permit became required.
2. The annual maximum fees per facility or company are based upon the calendar year. A facility's fees shall not exceed \$2,500 per year.
3. Additional annual operational permits may be prorated to correspond with an existing permit's annual renewal date. The pro-ration shall be based upon the number of days remaining on the existing permit divided by 365 days, multiplied by the additional fee required.
4. City of Redmond-sponsored events requiring operational permits shall be issued permits at no cost unless the City of Redmond has hired vendors or contractors to provide such services for which the vendors or contractors directly profit. In such cases, the vendor or contractor shall obtain and pay fees for required permits.
5. City of Redmond facilities requiring operational permits shall be issued permits at no cost unless the City of Redmond has leased or rented that portion of the facility requiring the permit to another organization. In such cases, the lessee or renter shall obtain and pay fees for required permits.
6. Non-profit organizations designated as an IRS 501 (c) (3) organization shall be issued operational permits at no cost.
7. The Fire Code Official (FCO) shall have the authority to resolve disputes related to the assessment of all Redmond Fire Department User Fees.
8. The Fire Code Official (FCO) shall have administrative authority to adjust the fee to apply to any individual operational or installation permit where, in the professional opinion of the FCO, the specific circumstances of the use do not well fit the level description found in this fee schedule or where an adjusted fee is part of the resolution of a dispute regarding the application or administration of this fee schedule. The adjustment to be made shall be limited to no more than 50% above or below the fee set forth in this fee schedule.
9. The installation permit will serve as the operational permit for a period of up to one year from the last day of the month in which the installation permit became required.
10. Public School Districts shall be issued Place of Assembly Operational permits at no cost.
11. A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**FIRE DEPARTMENT FEES  
City of Redmond**

<b>Table G-1. Fire Code Operational Permit Fees – Annual Permits</b>		
<b>Permit Type</b>	<b>Permit Threshold</b>	<b>Fee</b>
Aerosol Products	500 lbs. agg. of Level 2 or 3	\$189.35*
Aviation Facilities	Per structure	\$240.04*
Cellulose nitrate film	Per type A Occupancy	\$101.35*
Combustible dust-producing operations	Any operations	\$152.03*
Combustible fiber storage	Any operations	\$152.03*
Compressed Gases	Inert, simple asphyxiant, oxidizing and/or carbon dioxide gases above IFC permit thresholds	\$152.03*
	Corrosive and/or Flammable gases above IFC permit thresholds	\$202.72*
	Highly toxic, toxic and/or Pyrophoric gases above IFC permit thresholds	\$405.42*
Cryogenic fluid	Above IFC permit thresholds	\$152.03*
Cutting and welding	Any operations	\$202.71*
Dry Cleaning Plants	Type I, II, IIIA, IIIB system	\$304.07*
	Type IV & V system	\$152.03*
Emergency Responder Radio System	Per System	\$202.72*
Explosives	Above IFC permit thresholds	\$152.03*
Fire Alarm System (Fire alarm operational permit)	Per Fire Alarm system	\$100.00
Fire hydrants and valves	Issued by Development Engineering Division, Planning Dept.	N/A
Flammable or Combustible liquids (\$1,000 maximum per facility)	Interior storage, $5 < x \leq 500$ gal., aggregate	\$152.03*
	Interior storage, $500 < x \leq 1,000$ gal., aggregate	\$304.07*
	Interior storage, $> 1,000$ gal. aggregate	\$405.42*
	Any exterior storage above IFC permit thresholds	\$152.03*
	Any retail sales	\$202.72*
	Spray cabinets, drying booths/rooms, or conveyor systems per building	\$304.07*
	Any operation of tank vehicles, pipelines, wells, refineries	\$506.77*

**FIRE DEPARTMENT FEES**  
**City of Redmond**

<b>G-1. Fire Code Operational Permit Fees – Annual Permits (Continued)</b>		
<b>Permit Type</b>	<b>Permit Threshold</b>	<b>Fee</b>
Fruit and crop ripening	Any operations	\$304.07*
Fumigation and thermal insecticide fogging	Any operations or maintain	\$202.72*
Hazardous materials, quantity (\$1,000 maximum hazardous materials annual operational permit fees per facility per Resolution 1281)	1–5 classes above IFC permit thresholds	\$202.72*
	6–10 classes above IFC permit thresholds	\$354.75*
	> 10 classes above IFC permit thresholds	\$506.77*
Hazardous materials, facility (\$1,000 maximum hazardous materials annual operational permit fees per facility per Resolution 1281)	Any H-1, H-2, or H-3 occupancy	\$506.77*
	Any HPM (semiconductor, H-5) facility	\$506.77*
High-piled storage	500 < x ≤ 2,500 sq. ft., including aisles	\$152.03*
	2,500 < x ≤ 12,000 sq. ft., including aisles	\$253.39*
	> 12,000 sq. ft., including aisles	\$354.75*
HMMP standard form review		\$304.07*
HMMP, HMIS review		\$202.72*
Hot-work operations	per site	\$202.72*
Industrial ovens	Per facility	\$101.36*
Liquefied petroleum gases: store, handle, use, install, or dispense (\$500 maximum per facility)	≤ 1,000 lbs., aggregate	\$152.03*
	1,000 < x ≤ 4,000 lbs., aggregate	\$304.07*
	> 4,000 lbs.	\$405.42*
	Storage rooms used for gas manufacturing	\$506.77*
Lumber yards	> 100,000 board feet	\$405.42*
Magnesium working	> 10 pounds per facility	\$202.72*
Miscellaneous combustible storage	Per site	\$152.03*
Mobile food preparation vehicle	Per vehicle	\$152.03*
Motor fuel dispensing facilities	Per site	\$253.38*

**FIRE DEPARTMENT FEES**  
**City of Redmond**

<b>G-1. Fire Code Operational Permit Fees – Annual Permits (Continued)</b>		
Permit Type	Permit Threshold	Fee
Open flames and torches	Required to remove paint or use in a wildlife risk area	\$138.67*
Open flames and candles	per assembly area, dining areas of restaurants	\$50.67*
Organic coatings	Producing more than 1 gallon	\$202.72*
Places of assembly	50 ≤ x < 100 occupants, aggregate	\$101.35*
	100 ≤ x < 200 occupants, aggregate	\$152.03*
	200 ≤ x < 300 occupants, aggregate	\$304.07*
	≥ 300 occupants, aggregate	\$405.42*
Plant extraction system	Per system	\$304.07*
Private fire hydrants	Operation and annual maintenance	\$0.00*
Pyroxylin plastics	> 25 lbs	\$152.03*
Refrigeration equipment	Per site	\$304.07*
Repair garage	Per site	\$253.38*
Rooftop heliport	Per site	\$253.38*
Spraying and dipping	Any operation of dip tanks, application of combustible powder coatings	\$202.72*
	Any operation of spray booths, room	\$405.42*
Tire and scrap tire	> 2,500 s.f. indoor storage of tires and scrap tires, tire byproducts	\$202.72*
Tire rebuilding plant	Operation and maintenance of tire rebuilding plant	\$506.77*
Waste handling	Per facility/Yard	\$202.72*
Wood products	Store chips, hogged material, lumber or plywood > 200 c.f.	\$506.77*

**FIRE DEPARTMENT FEES**  
**City of Redmond**

**Table G-2. Fire Code Operational Permit Fees – Single-Use Permits**

Permit Type	Permit Threshold	Fee
Amusement buildings	Per use	\$138.67*
Carnivals & fairs	Interior, 349 < x ≤ 10,000 sq. ft. Exterior, 999 < x ≤ 10,000 sq. ft.	\$152.03*
	Interior or exterior, 10,000 < x ≤ 40,000 sq. ft.	\$304.07*
	Interior or Exterior, > 40,000 sq ft	\$506.77*
Covered mall building	Per event site	\$304.07*
Exhibits and trade shows	Per exhibit or show	\$294.89*
Fireworks ( <i>Pyrotechnics</i> )	Outside & < 10 minutes	\$152.03*
	Outside & > 10 minutes	\$304.07*
	Proximate	\$405.42*
Flammable or combustible liquids, tank removal	Residential: ≥ 300 gal.	\$304.07*
	Commercial, any size	\$304.07*
Floor finishing	Per site	\$152.03*
Hazardous materials, facility	H-occupancy facility closure	\$506.77*
Liquid or gas fueled vehicles or equipment in assembly occupancies of buildings	Per each 6 such vehicles or pieces of equipment	\$202.72*
Open burning	Per site	\$304.06*
Open flames and candles	per assembly area, dining areas of restaurants	\$50.67*
Open flames and torches	Required to remove paint or use in a wildlife risk area	\$138.67*
Outdoor assembly event	Per event	\$405.42*
Temporary membrane structures, tents (If any event has multiple locations to be inspected, each location will be considered a separate inspection and will be charged based upon the number of tents setup at each location.)	1 tent above IFC permit thresholds	\$152.03*
	2 ≤ x ≤ 5 tents above IFC permit thresholds	\$304.07*
	≥ 6 tents above IFC permit thresholds	\$506.77*

**FIRE DEPARTMENT FEES  
City of Redmond**

**H. Fire Code Construction Permit Fees**

Permit fees are due at permit application submittal.

Permit Type	Level	Description	Fee*
Flammable/combustible liquids	Level 1	> Permit Amount + ≤ 500 Gallons	\$506.77
	Level 2	> 500 Gallons ≤ 1,000 Gallons	\$912.20
	Level 3	> 1,000 Gallons	\$1,317.62
Hazardous materials	Level 1	1-5 Materials	\$608.14
	Level 2	6-10 Materials	\$1,013.57
	Level 3	> 10 Materials	\$1,621.70
High piled storage	Level 1	≤ 2,500 sq. ft.	\$506.77
	Level 2	>2,500 sq. ft. ≤ 12,000 sq. ft.	\$1,013.57
	Level 3	> 12,000 sq. ft.	\$1,216.27
HPM facilities	Level 1	1-4 ct. Specialized Equipment	\$506.77
	Level 2	5-8 ct. Specialized Equipment	\$912.20
	Level 3	Any new facility	\$2,027.12
Liquid petroleum (LP) gas	Level 1	<1,000 lbs	\$405.42
	Level 2	1,000 lbs. ≤ 4,000 lbs.	\$506.77
	Level 3	> 4,000 lbs	\$1,013.57
Places of assembly	Level 1	50 - 100 occupants	\$405.42
	Level 2	101 - 500 occupants	\$608.14
	Level 3	> 500 occupants	\$810.85
Refrigeration equipment	Level 1	Greater than or equal to permit amount and not a level 2 or 3	\$506.77
	Level 2	Refrigerant Machinery Room	\$1,013.57
	Level 3	Refrigeration systems required to be equipped with a treatment, flaring, or ammonia diffusion system	\$1,216.27
Smoke control system	Level 1	Modification of existing system	\$912.20
	Level 2	Prescriptive system	\$1,317.62
	Level 3	Performance-based design	\$2,533.90
Spraying and dipping	Level 1	1 spray area, dip tank or powder coating operation/fire area	\$304.07
	Level 2	2 ≤ 3 spray areas, dip tanks or powder coating operations/fire area	\$506.77
	Level 3	> 3 spray areas, dip tanks or powder coating operations/fire areas	\$1,013.57

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.

**FIRE DEPARTMENT FEES**  
**City of Redmond**

**H. Fire Code Construction Permit Fees (continued)**

Permit Type	Description	Fee*
Battery Systems	Each	\$354.75
Capacitor energy storage system	Per system	\$354.75
Compressed Gases	Each	\$354.75
Cryogenic Fluids	Each	\$405.42
Emergency Responder Radio Coverage System - Installing each	Each	\$1,216.27
Fuel cell power system	Per system	\$354.75
Gas detection system	Per system	\$304.07
Motor vehicle repair rooms and booths	Per room or booth	\$304.07
Plant extraction system	Per system	\$912.20
Gates or Barricades	Per gate or barricade across a fire apparatus access road	\$405.42
Industrial Ovens	Each	\$304.07
Private Fire Hydrant	Each	\$304.07
Solar Photovoltaic Power Systems	per system	\$304.07
Special event structure	per structure	\$304.07
Underground sprinkler supply piping	Permits issued by Development Engineering Division, Planning Department	\$0.00*

\*A 3% technology surcharge will be applied in addition to the listed fee as authorized by Ordinance No. 2090; extended by Resolution No. 1162 on December 3, 2002; revised by Resolution No. 1190 effective July 1, 2004.



## FIRE DEPARTMENT

### Permits and Fees

The inspections program provides enforcement of fire and life safety codes and regulations. Code enforcement helps prevent and reduce injury or the loss of life due to fire in commercial structures. The Durham Fire Department inspects properties for fire code violations and works to regulate the design and implementation of building features and fire protection systems.

#### BILLING FOR INSPECTIONS AND PERMITS

A partnership between the Durham Fire Department and California-based Fire Recovery USA (FRUSA) allows Fire Inspectors to utilize an automated inspection program. Inspectors use iPads to send billing and inspection reports immediately by email.

- Invoices and receipts will be emailed from Fire Recovery USA.
- For invoicing and online payment inquiries, please contact Fire Recovery USA (FRUSA) at 888-640-7222, Extension 2 or via email.
- Business owners without email addresses will receive bills through traditional mail.

#### INSPECTION AND PERMIT FEES

All owners or tenants of buildings in the City of Durham requiring inspection by the Durham City Fire Marshal are subject to the Inspection and Permit fees in the tables below.

#### INSPECTION FEE SCHEDULE

Type of Inspections	Fee
Inspection Tier 1: 0 - 999 square feet	\$50
Inspection Tier 2: 1,000 - 2,499 square feet	\$70
Inspection Tier 3: 2,500 - 9,999 square feet	\$110

Type of Inspections	Fee
Inspection Tier 4: 10,000 - 49,999 square feet	\$190
Inspection Tier 5: 50,000 - greater (99,999) square feet	\$325
Inspection Tier 6: 100,000 - 249,999 square feet	\$450
Inspection Tier 7: 250,000 - 499,999 square feet	\$600
Inspection Tier 8: 500,000 - above - square feet	\$750
Complaint Investigation, Life Safety (w/violation)	
First Offense (Per Calendar Year)	\$500
Second Offense (Per Calendar Year)	\$750
Third Offense/& subsequent offenses (Per Calendar year)	\$1000
Complaint Investigation, All Others (w/violation)	\$100
Commercial Cooking Hood Inspection	\$75 per hood
Commercial Cooking Hood Inspection Follow-ups	\$75 per hood
Follow-up Inspection Per Visit (Routines Only)	
1st Re-inspection	\$50
2nd Re-inspection	\$100
3rd Re-inspection	\$200
Follow-up Inspections for Construction	Per Square Footage Tiers
Working Without a Permit	
First Offense (Per Calendar Year)	\$500
Second Offense (Per Calendar Year)	\$750
Third Offense/& subsequent offenses (Per Calendar year)	\$1000

List of the types of inspections with associated costs.

**PERMIT FEE SCHEDULE**

Types of Permits	Fee
Aerosol Products (105.6.1)	\$75
Amusement Buildings (105.6.2)	\$75
Aviation Facilities (105.6.3)	\$75
Blasting (Explosives) - 60-day Permit (105.6.15)	\$300
Bonfire (1-day; 105.6.32)	\$150
Carbon Dioxide Systems >100 lbs. (105.6.4)	\$75

Types of Permits	Fee
Carnivals and Fairs (105.6.5)	\$150
Cellulose Nitrate Plastic (105.6.6)	\$150
Combustible Fibers/Dust (105.6.7 or 105.6.8)	\$75
Compressed Gases (105.6.9)	\$75
Construction Burning (30 days; 105.6.32)	\$300
Covered Mall Buildings (105.6.10)	\$150
Cryogenic Fluids (105.6.11)	\$75
Discharge of Fireworks/Pyrotechnics (1-day) (105.6.38)	\$175
Dry Cleaning Plants (105.6.13)	\$150
Exhibits and Trade Shows (105.6.14)	\$150
Flammable/Combustible Liquids (105.6.17)	\$150
Fumigation & Thermal Insecticide Fogging	\$150
Hazardous Materials (Up to 500 gals/lbs.) (Table 105.6.21)	\$150
Hazardous Materials (> 500 gals/lbs.) (Table 105.6.21)	\$350
High-Piled Combustible Stock >500 sq. ft.	\$75
Installation or Removal of (per site) and AGST or UGST Tank	\$300
Liquid/Gas Fueled Vehicles/Equip. in Assembly (105.6.27)	\$150
Lumber Yards (105.6.26 >100K Board Ft.)	\$150
Magnesium >10 lbs. (105.6.28)	\$150
Motor Fuel Dispensing Facilities (105.6.31)	\$150
Industrial Ovens (105.6.25)	\$150
Places of Assembly (105.6.36)	\$75
Repair Garage (105.6.41)	\$150
Tent (30 days; 105.6.45 >800 sq. ft. closed >1800 sq. ft. open)	\$150 per tent
Tire Rebuilding Plant (105.6.46)	\$150
Welding and Cutting (365 days; 105.6.12)	\$75
Junk Yards/Waste Handling/Scrap Yards (105.6.47)	\$150

List of permits and associated costs.

 Government Websites by CivicPlus®

**PERMITS AND FEES REQUIRED BY THE CEDAR RAPIDS FIRE CODE**

Permits shall be in accordance with **Section 105** of the Cedar Rapids Fire Code. There are two types of permits: **Construction and Operational**.

**FIRE INSPECTION FEES**

**Owner(s) of a property with one or more structures**

The owner(s) of a property being inspected shall be charged a rate of \$75 per hour for inspection and administrative time. The owner(s) of a property being inspected shall be charged \$25 for each 20 minutes of inspection and administrative time. Time segments shall be rounded up to the next 20-minute period for fee calculation.

**Tenants located within a structure**

With agreement of the Fire Code Official and the owner of a structure, tenants within that structure shall be charged fire fees at \$25 for each 20 minutes of inspection and administrative time related to that tenant space. Time segments shall be rounded up to the next 20-minute period for fee calculation. Owners shall remain responsible for fire inspection fees for all other areas within the structure.

**Re-Inspections**

There shall be no fire inspection fee charged for the first re-inspection of owner or tenant spaces within a structure. Each subsequent re-inspection of an owner or tenant space may be charged fire inspection fees at \$25 for each 20 minutes of inspection and administrative time. Time segments shall be rounded up to the next 20-minute period for fee calculation.

**Trip Charge**

There may be a \$50 fee for inability to access a structure or tenant space for a scheduled inspection appointment.

**Complaint Inspection**

A complaint inspection where fire code infractions are found may be charged \$75 for the first 20 minutes of inspection time (this fee includes drive time and administrative time). The owner/tenant of a property being inspected shall be charged \$25 for each additional 20 minutes of inspection and administrative time.

**Failure to Obtain a Permit**

Failure to obtain the proper permit may result in a double fee.

**OPERATIONAL PERMITS 105.6**

The code official is authorized to issue operational permits renewable annually for the operations set forth in the 2018 Cedar Rapids Fire Code, Sections 105.6.1 through 105.6.48. This also includes State required operations which include but not limited to, Health Care, Day Care, Schools, Colleges, Hospitals and businesses which sell or distribute alcohol and tobacco.

\$50 shall be added to each inspection with operational permit(s) for drive time and administrative time. In addition to required Fire Inspection Fees, an additional \$25 fee shall be charged for each operational permit required, except as specified below for operational permits.

**Operational Permits**

- **Repair Garage** – Compressed Gas fees shall not be an additional permit charge when issuing a Repair Garage Operational Permit.
- **State License** – Oxygen cylinders shall not be an additional permit charge when issuing a State License Operational Permit for Health Care operation.
- **Carnivals and Fairs**                 **\$60**
- **Exhibits and Trade Shows**       **\$100**
- **Explosives**                               **\$100**
- **Open Burning**                           **\$30**
- **Open Flames and Torches**       **\$70**
- **Open Flames and Candles**       **\$70**
- **Outdoor Place of Assembly**   **\$55**  
     An annual operational permit is required to operate an outdoor assembly event. Typically, a “special event” committee review is also required.
- **Pyrotechnic Special Effects Material**   **\$115**  
     Charged per site, per event
- **Temporary Membrane Structures, Tents & Canopies** **\$55**

**CONSTRUCTION PERMITS**

**Automatic Fire-Extinguishing Systems**

**Fire Alarm and Detection Systems**

<b>Number of Sprinkler Heads</b>	<b>Fees</b>	<b>Review for Devices</b>	<b>Fees</b>
<50 heads	\$150	<30 devices	\$75
51-100 heads	\$175	31-60 devices	\$110
101-200 heads	\$205	61-90 devices	\$145
201-300 heads	\$230	91 + devices	\$175
301-400 heads	\$265		
401-500 heads	\$290		
501-600 heads	\$320		
601 + heads	\$345		

**CONSTRUCTION PERMITS (CONTINUED)**

**Battery Systems (per system) \$110**

**Compressed Gases \$90**

**Fire Pumps and Related Equipment \$60**

**Flammable & Combustible Liquids (required permit)**

- To repair or modify a pipeline for the transportation of flammable or combustible liquids – **No fee assessed**
- To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used **\$130 per tank**
- To install, alter, place temporarily out of service or otherwise dispose of a tank which contained flammable or combustible liquids **\$130 per tank**
- To remove or abandon a tank or tanks at the same site in the same week which contained flammable or combustible liquids **\$130 per project**
- To construct a use, dispensing, mixing room, liquid storage room or liquid storage warehouse **\$175 per room or warehouse**

**Hazardous Materials \$130**

**Industrial Ovens \$110 per oven**

**LP Gas**

- Permanent Tank Installation **\$80 per tank**
- Temporary Tank Installation **\$75 per tank**

**Spraying and Dipping \$120**

**Standpipe Systems \$115**

**Temporary Membrane Structures, Tents and Canopies**

- **\$55** fee per temporary tent
- **\$25** fee for an additional temporary tent at the same site
- Fees will change **from \$55 to \$75** for turning a Canopy into a Temporary Tent without prior approval or having not obtained a permit prior to installation.

**REQUIRED FEES BY THE CITY OF CEDAR RAPIDS FIRE DEPARTMENT**

**False Alarm Fees**

Fire Alarm Systems, which are monitored, may be assessed a fee for false alarms, which occur during any consecutive 12-month period as follows:

<b>Number of False Alarms</b>	<b>Fee for each False Alarm</b>
1 <sup>st</sup> alarm	No charge
2-4 alarms	\$75
5 and above	\$150

**False Alarm**

Any person or persons causing a false and or malicious fire alarm may be charged or a minor’s legal custodian for fire response, personnel and investigative wages, plus fire apparatus costs during such response.

**Fire Code Compliance Process Fee**

The service includes Fire Code compliance for construction site inspections and part-time assistance to the City of Cedar Rapids Building Department plan review person for Fire Code compliance. The Building Official shall assess an additional Fire Code compliance fee for Building Permit issuance based on the valuation of work for the Building Permit. This fee does NOT apply to one and two family dwellings, permits for only roofing or siding or Group U occupancies. The fee shall be rounded to the nearest dollar and based on the following table. The total of this fee shall NOT exceed \$4,000.

<b>Building Permit Valuation</b>	<b>Fee Calculations</b>
\$1-500,000	Fee 1 – multiply the permit valuation up to the first \$500,000 by a factor of 0.003 to obtain the fee
\$501,000 – 1,000.000	Fee 2 – Subtract \$500,000 from the total permit valuation and multiply this remainder up to and including \$500,000 by 0.0015. Add Fee 1 to Fee 2
\$1,000.000 and up	\$2,250 for the first \$1,000.000 plus \$1.00 for each additional \$1,000.000 or fraction thereof. Maximum fee of \$4,000.000

**Construction Certificate of Occupancy (C of O) Trip Fee**

Shall be assessed to the General Contractor as follows:

- Initial trip – no charge if incomplete
- Second trip – no charge if incomplete
- Third, Fourth, etc. trip - \$75 trip fee is required whether compliance is met or not at the time of re-inspection



**REQUIRED FEES BY THE CITY OF CEDAR RAPIDS FIRE DEPARTMENT  
(CONTINUED)**

**Fire Hydrant Flow Test**

A \$75 fee shall be charged for a fire hydrant flow test when tests are not specifically for installing a new fire sprinkler system.

**Fire Lane Fee**

A \$75 fee shall be charged for fire lane identification at a property (through owner request).

**Fire Report Fee**

The fee for a copy of a fire report shall be \$5.

**Gas Line Response Fee**

The fee of \$1,000 for fire to respond to gas line breaks may be assessed to the contractor for each response.

**Vehicle Extrication or Vehicle Fire Fee**

Applicable ONLY to non-residents of the City of Cedar Rapids. The fee for an emergency involving extrication from a vehicle OR a fire involving a vehicle shall be \$300.

**Inspector Fee**

Complaints of overcrowding which cause Code Enforcement personnel to respond after normal Fire Prevention Bureau hours OR overcrowding found in the course of “night patrol duty” shall incur an Inspector Fee. If the violation of overcrowding found is greater than 10 percent over the legal occupant load, then a fee of per Fire Department rate shall be assessed to the owner of the business (typical of 1 ½ times the salary with a minimum 3 hour charge – labor contract). This shall be in addition to any court ordered fines or charges.

**Site Assessment Fee**

This is a fee assessed to review properties for our record of Underground and Aboveground Storage Tanks, ground contamination and hazardous material spills. A fee of \$30 per site or property reviewed.

**Permit-Required for Confined Space Fee**

This fee shall be assessed to employers that have Permit-Required Confined Spaces with OSHA required identification of Cedar Rapids Fire Department as the rescue service in their emergency plan. Fees shall be assessed to employers as follows:

Number of Permit-Required Confined Space	
1 - 4	\$600
5 to 10	\$850
>10	\$1,200

**Tier II Fee Structure**

The fee structure used by the City of Cedar Rapids is based on the potential risk these chemicals possess. The same table used by the Environmental Protection Agency (EPA) was used in the determination of which storage amount code was used in the calculation of the fee. Along with the storage amount code a method of estimating cost of response to incidents was devised. This cost is based on the State model of a HazMat "Work Unit" being five trained personnel. The amount of the chemical present was then used to determine the amount of time and number of "Work Units" needed to mitigate the incident. Also taken into account were those incidents involving Extremely Hazardous Substances (EHS) [as identified by the EPA] in determining the risk associated with these potential incidents. Below are the EPA storage amount categories and their associated fees.

Category	Pounds	Standard Tier II	EHS
01	0 - 99	\$100	\$200
02	100 - 999	\$200	\$400
03	1,000 – 9,999	\$400	\$800
04	10,000 – 99,999	\$800	\$1,600
05	100,00 – 999,999	\$1,600	\$3,200
06	1,000,000 – 9,999,999	\$3,200	\$6,400
07	10,000,000 – 49,999,999	\$3,200	\$6,400
08	50,000,000 – 99,999,999	\$3,200	\$6,400
09	100,000,000 – 499,999,999	\$3,200	\$6,400
10	500,000,000 – 999,999,999	\$3,200	\$6,400
11	1 Billion > 1 Billion	\$3,200	\$6,400

The Calculations made to determine the rate by category are as follows:

Category	Work Units Needed	Number of Hours
01	1	1
02	2	1
03	1	4
04	2	4
05	2	8
06	4	8
07	4	8
08	4	8
09	4	8
10	4	8
11	4	8

(One "Work Unit" will consist of 5 trained personnel at an average rate of \$20/hr. EHS rates are double due to the hazards those chemicals present.)

## **PERMITS AND FEES REQUIRED BY THE CEDAR RAPIDS FIRE CODE**

Permits shall be in accordance with **Section 105** of the Cedar Rapids Fire Code. There are two types of permits: **Construction and Operational**.

### **FIRE INSPECTION FEES**

#### **Owner(s) of a property with one or more structures**

The owner(s) of a property being inspected shall be charged a rate of \$75 per hour for inspection and administrative time. The owner(s) of a property being inspected shall be charged \$25 for each 20 minutes of inspection and administrative time. Time segments shall be rounded up to the next 20-minute period for fee calculation.

#### **Tenants located within a structure**

With agreement of the Fire Code Official and the owner of a structure, tenants within that structure shall be charged fire fees at \$25 for each 20 minutes of inspection and administrative time related to that tenant space. Time segments shall be rounded up to the next 20-minute period for fee calculation. Owners shall remain responsible for fire inspection fees for all other areas within the structure.

#### **Re-Inspections**

There shall be no fire inspection fee charged for the first re-inspection of owner or tenant spaces within a structure. Each subsequent re-inspection of an owner or tenant space may be charged fire inspection fees at \$25 for each 20 minutes of inspection and administrative time. Time segments shall be rounded up to the next 20-minute period for fee calculation.

#### **Trip Charge**

There may be a \$50 fee for inability to access a structure or tenant space for a scheduled inspection appointment.

#### **Complaint Inspection**

A complaint inspection where fire code infractions are found may be charged \$75 for the first 20 minutes of inspection time (this fee includes drive time and administrative time). The owner/tenant of a property being inspected shall be charged \$25 for each additional 20 minutes of inspection and administrative time.

#### **Failure to Obtain a Permit**

Failure to obtain the proper permit may result in a double fee.

### **OPERATIONAL PERMITS 105.6**

The code official is authorized to issue operational permits renewable annually for the operations set forth in the 2018 Cedar Rapids Fire Code, Sections 105.6.1 through 105.6.48. This also includes State required operations which include but not limited to, Health Care, Day Care, Schools, Colleges, Hospitals and businesses which sell or distribute alcohol and tobacco.

\$50 shall be added to each inspection with operational permit(s) for drive time and administrative time. In addition to required Fire Inspection Fees, an additional \$25 fee shall be charged for each operational permit required, except as specified below for operational permits.

**Operational Permits**

- **Repair Garage** – Compressed Gas fees shall not be an additional permit charge when issuing a Repair Garage Operational Permit.
- **State License** – Oxygen cylinders shall not be an additional permit charge when issuing a State License Operational Permit for Health Care operation.
- **Carnivals and Fairs**                 **\$60**
- **Exhibits and Trade Shows**       **\$100**
- **Explosives**                               **\$100**
- **Open Burning**                           **\$30**
- **Open Flames and Torches**       **\$70**
- **Open Flames and Candles**       **\$70**
- **Outdoor Place of Assembly**   **\$55**  
 An annual operational permit is required to operate an outdoor assembly event. Typically, a “special event” committee review is also required.
- **Pyrotechnic Special Effects Material** **\$115**  
 Charged per site, per event
- **Temporary Membrane Structures, Tents & Canopies** **\$55**

**CONSTRUCTION PERMITS**

**Automatic Fire-Extinguishing Systems**

**Fire Alarm and Detection Systems**

<b>Number of Sprinkler Heads</b>	<b>Fees</b>	<b>Review for Devices</b>	<b>Fees</b>
<50 heads	\$150	<30 devices	\$75
51-100 heads	\$175	31-60 devices	\$110
101-200 heads	\$205	61-90 devices	\$145
201-300 heads	\$230	91 + devices	\$175
301-400 heads	\$265		
401-500 heads	\$290		
501-600 heads	\$320		
601 + heads	\$345		

**CONSTRUCTION PERMITS (CONTINUED)**

**Battery Systems (per system) \$110**  
**Compressed Gases \$90**  
**Fire Pumps and Related Equipment \$60**

**Flammable & Combustible Liquids (required permit)**

- To repair or modify a pipeline for the transportation of flammable or combustible liquids – **No fee assessed**
- To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used **\$130 per tank**
- To install, alter, place temporarily out of service or otherwise dispose of a tank which contained flammable or combustible liquids **\$130 per tank**
- To remove or abandon a tank or tanks at the same site in the same week which contained flammable or combustible liquids **\$130 per project**
- To construct a use, dispensing, mixing room, liquid storage room or liquid storage warehouse **\$175 per room or warehouse**

**Hazardous Materials \$130**  
**Industrial Ovens \$110 per oven**  
**LP Gas**

- Permanent Tank Installation **\$80 per tank**
- Temporary Tank Installation **\$75 per tank**

**Spraying and Dipping \$120**  
**Standpipe Systems \$115**

**Temporary Membrane Structures, Tents and Canopies**

- **\$55** fee per temporary tent
- **\$25** fee for an additional temporary tent at the same site
- Fees will change **from \$55 to \$75** for turning a Canopy into a Temporary Tent without prior approval or having not obtained a permit prior to installation.

**REQUIRED FEES BY THE CITY OF CEDAR RAPIDS FIRE DEPARTMENT**

**False Alarm Fees**

Fire Alarm Systems, which are monitored, may be assessed a fee for false alarms, which occur during any consecutive 12-month period as follows:

<b>Number of False Alarms</b>	<b>Fee for each False Alarm</b>
1 <sup>st</sup> alarm	No charge
2-4 alarms	\$75
5 and above	\$150

**False Alarm**

Any person or persons causing a false and or malicious fire alarm may be charged or a minor’s legal custodian for fire response, personnel and investigative wages, plus fire apparatus costs during such response.

**Fire Code Compliance Process Fee**

The service includes Fire Code compliance for construction site inspections and part-time assistance to the City of Cedar Rapids Building Department plan review person for Fire Code compliance. The Building Official shall assess an additional Fire Code compliance fee for Building Permit issuance based on the valuation of work for the Building Permit. This fee does NOT apply to one and two family dwellings, permits for only roofing or siding or Group U occupancies. The fee shall be rounded to the nearest dollar and based on the following table. The total of this fee shall NOT exceed \$4,000.

<b>Building Permit Valuation</b>	<b>Fee Calculations</b>
\$1-500,000	Fee 1 – multiply the permit valuation up to the first \$500,000 by a factor of 0.003 to obtain the fee
\$501,000 – 1,000,000	Fee 2 – Subtract \$500,000 from the total permit valuation and multiply this remainder up to and including \$500,000 by 0.0015. Add Fee 1 to Fee 2
\$1,000,000 and up	\$2,250 for the first \$1,000,000 plus \$1.00 for each additional \$1,000,000 or fraction thereof. Maximum fee of \$4,000,000

**Construction Certificate of Occupancy (C of O) Trip Fee**

Shall be assessed to the General Contractor as follows:

- Initial trip – no charge if incomplete
- Second trip – no charge if incomplete
- Third, Fourth, etc. trip - \$75 trip fee is required whether compliance is met or not at the time of re-inspection

**REQUIRED FEES BY THE CITY OF CEDAR RAPIDS FIRE DEPARTMENT  
(CONTINUED)**

**Fire Hydrant Flow Test**

A \$75 fee shall be charged for a fire hydrant flow test when tests are not specifically for installing a new fire sprinkler system.

**Fire Lane Fee**

A \$75 fee shall be charged for fire lane identification at a property (through owner request).

**Fire Report Fee**

The fee for a copy of a fire report shall be \$5.

**Gas Line Response Fee**

The fee of \$1,000 for fire to respond to gas line breaks may be assessed to the contractor for each response.

**Vehicle Extrication or Vehicle Fire Fee**

Applicable ONLY to non-residents of the City of Cedar Rapids. The fee for an emergency involving extrication from a vehicle OR a fire involving a vehicle shall be \$300.

**Inspector Fee**

Complaints of overcrowding which cause Code Enforcement personnel to respond after normal Fire Prevention Bureau hours OR overcrowding found in the course of “night patrol duty” shall incur an Inspector Fee. If the violation of overcrowding found is greater than 10 percent over the legal occupant load, then a fee of per Fire Department rate shall be assessed to the owner of the business (typical of 1 ½ times the salary with a minimum 3 hour charge – labor contract). This shall be in addition to any court ordered fines or charges.

**Site Assessment Fee**

This is a fee assessed to review properties for our record of Underground and Aboveground Storage Tanks, ground contamination and hazardous material spills. A fee of \$30 per site or property reviewed.

**Permit-Required for Confined Space Fee**

This fee shall be assessed to employers that have Permit-Required Confined Spaces with OSHA required identification of Cedar Rapids Fire Department as the rescue service in their emergency plan. Fees shall be assessed to employers as follows:

<b>Number of Permit-Required Confined Space</b>	
1 - 4	\$600
5 to 10	\$850
>10	\$1,200

**Tier II Fee Structure**

The fee structure used by the City of Cedar Rapids is based on the potential risk these chemicals possess. The same table used by the Environmental Protection Agency (EPA) was used in the determination of which storage amount code was used in the calculation of the fee. Along with the storage amount code a method of estimating cost of response to incidents was devised. This cost is based on the State model of a HazMat "Work Unit" being five trained personnel. The amount of the chemical present was then used to determine the amount of time and number of "Work Units" needed to mitigate the incident. Also taken into account were those incidents involving Extremely Hazardous Substances (EHS) [as identified by the EPA] in determining the risk associated with these potential incidents. Below are the EPA storage amount categories and their associated fees.

Category	Pounds	Standard Tier II	EHS
01	0 - 99	\$100	\$200
02	100 - 999	\$200	\$400
03	1,000 – 9,999	\$400	\$800
04	10,000 – 99,999	\$800	\$1,600
05	100,00 – 999,999	\$1,600	\$3,200
06	1,000,000 – 9,999,999	\$3,200	\$6,400
07	10,000,000 – 49,999,999	\$3,200	\$6,400
08	50,000,000 – 99,999,999	\$3,200	\$6,400
09	100,000,000 – 499,999,999	\$3,200	\$6,400
10	500,000,000 – 999,999,999	\$3,200	\$6,400
11	1 Billion > 1 Billion	\$3,200	\$6,400

The Calculations made to determine the rate by category are as follows:

Category	Work Units Needed	Number of Hours
01	1	1
02	2	1
03	1	4
04	2	4
05	2	8
06	4	8
07	4	8
08	4	8
09	4	8
10	4	8
11	4	8

(One "Work Unit" will consist of 5 trained personnel at an average rate of \$20/hr. EHS rates are double due to the hazards those chemicals present.)



# **ADMINISTRATION/MISCELLANEOUS**

2020 Addition  
Updated or Edited

## **Alcohol and Tobacco Related Licenses**

Application	\$250.00 One Time
Annual Renewal Late Fee	\$100.00 Per License
Taproom License	\$2,000.00 Annual
Beer and Wine	\$2,000.00 Annual
Beer and Wine Concessions (Limited)	\$550.00 Annual
Beer Only	\$700.00 Annual
Commercial On & Off Sale	\$3,000.00 Annual
License Location Transfers	\$250.00 One Time
Lodge or Club	\$3,000.00 Annual
Microbrewery/ Distillery	\$700.00 Annual
Military Beer & Wine	\$700.00 Annual
Motel and Hotel	\$3,000.00 Annual
Restaurant On-Sale	\$2,500.00 Annual
*Special Event Alcoholic Permit	\$25.00 Per Event
*Rush Late Fee	

If less than 10 days prior to the event - the fee is \$100

Applications received less than 3 days prior to event will be DENIED

Annual Fee plus Application Fee plus a prorated amount from commission approved date, approved 1-1-11

License Transfer Fee

## **Tobacco Related Licenses**

Application Fee	\$50.00 Per License
Annual Renewal	\$50.00 Per License
Annual Renewal Late Fee	\$50.00 Per License

## **Animal**

Abandonment/Surrender Fee	\$50.00 Per Animal
Adoption Fee	
Cat	\$5.00 Each plus veterinary cost
Dog	\$25.00 Each plus veterinary cost
Animal Code Violation for Article 5.08 and 5.12	\$50.00 Each
Impound Fee - Dogs/Cats	\$50.00 Each
Boarding fees	\$10.00 Per day
Pet License	
Dog and Cat	\$10.00 Lifetime

## **Armory Building Rental**

Gymnasium Rental Fee	\$400.00 Per Day
Classrooms	\$80.00 Per Day

## **Gaming Related Licenses**

Site Authorization	\$100.00 Annual
Annual Permit	\$25.00 Annual
Single Event Permit	\$10.00 Each

## **Business/Contractor Licenses**

Arborist	\$25.00 Annual
Adult Entertainment	\$2,000.00 Annual
Bicycle	\$5.00 Lifetime
Concrete Contractor	\$100.00 Annual
Excavators License	\$100.00 Annual
House Mover	\$50.00 Annual
Junk Dealer	\$50.00 Annual
Pawn Broker	\$50.00 Annual
RV Park/Campground	\$250.00 Annual
	\$100.00 less if in combination with mobile home fees

State, Municipality, or Non-Profit Agency are all exempt

Mobile Home Tiered Fees	
3-10 Lots	\$100.00 Annual
11-25 Lots	\$150.00 Annual
26-50 Lots	\$200.00 Annual
More than 50 Lots	\$250.00 Annual
Pesticides-Commercial Applicator	\$50.00 Annual
Pet Daycare Operator	\$125.00 Annual Renewal
Plumbers License	\$100.00 Annual
Heating & Air License	\$100.00 Annual
Contractor License	\$100.00 Annual
Taxicab/Chauffeur/Omnibus	\$50.00 Annual

## **Event Permit**

Circus / Carnival	\$50.00 Per Day
*Parade/Street Closure	\$50.00 Per Day
*Non-Alcohol / Street Closure	\$50.00 Per Day
*Rush Late Fee	

If less than 10 days prior to the event - the fee is \$100

Applications received less than 3 days prior to event will be DENIED

**Misc Fees**

DVD and CD Copy	\$2.00 Each
Fax	\$2.00 Per Page
Microfilm Copies	
Full size	\$1.00 Each
w/card	\$1.50 Each
Xerox Copies	
8 1/2 x 11 and 8 1/2 x 14	\$0.25 Per Page
11 x 17	\$0.25 Per Page
Copies by Mail	\$5.00 Minimum + charge for copies over 10
24x36 Copy (Maps)	\$35.00 Per Page
City-Vehicle Commuter Rate	\$1.50 per one-way commute
NSF Fee	\$40.00 Per Check

**BUILDING & CODE ENFORCEMENT**

<b>Board of Adjustment - Variance</b>	\$150.00 Per Application
<b>Board of Appeals</b>	\$150.00 Per Application
<b>Building &amp; Construction Permits (Based on valuation)</b>	
<i>Building Permit Fees</i>	
Up to \$1,000	\$50.00
In excess of \$1,000	
First \$1,000	\$60.00
Each add'l \$1000 or fraction to \$200,000	\$4.00
Each add'l \$1000 or fraction over \$200,000	\$5.50
<i>Plan Review</i>	
Building - Residential	\$80.00 Per/ Hr
Building - Commercial/Industrial	Actual + 10%
Fire Department	\$100.00 Per Application
Engineering Department	\$200.00 Per/Hr for Commercial
<b>Demolition Permit</b>	\$75.00
<b>Energy Certificate</b>	\$3.00
<b>Fence Permit</b>	\$60.00
<b>Fireplace Permit</b>	\$35.00
<b>Moving Permit</b>	\$75.00 Each
<b>Mechanical Permits</b>	
(Includes Single/Mobile Home/Multi-family/Commercial)	
First Unit	\$50.00
Each Additional Unit	\$15.00
Replace Furnace or Water Heater	\$35.00
<b>Plumbing Permits</b>	
First 16 Fixture units	\$120.00
Each Additional Fixture units	\$1.00
<b>Public Space Management Permit</b>	
3x3 area or smaller	\$50.00 Annual
Up to 25' storage frontage	\$250.00 Annual
26' - 50' store frontage	\$500.00 Annual
Over 50' store frontage	\$750.00 Annual
Annual Renewal (with no changes)	\$200.00
<b>Re-Inspection Fee</b>	\$200.00
<b>Sign Permits (Based on valuation)</b>	
<i>Plan Review</i>	
	\$80.00
<i>Sign Permit Fees</i>	
Up to \$1,000	\$50.00
In excess of \$1,000.....	
First \$1,000	\$60.00
Each additional \$1,000 or fraction	\$3.50
<b>Sprinkler System (underground)</b>	\$60.00 Each
<b>Water Well Permit</b>	\$80.00 Each

*Water and Sewer Connection Fees ( see Water/Sewer Section)*

**BUILDINGS AND SITES**

<b>Cemetery</b>	
Grave Site - City Resident	\$500.00

Grave Site - Non-Resident	\$600.00
Infant Grave Site	\$100.00
Buy-back of cemetery lot	
Will pay price paid if they have receipts, otherwise:	
Single	\$25.00
Side by Side	\$75.00
Forfeiture of Cemetery Lots	\$250.00
Open/Close Grave Site	
Normal Charge	\$700.00
During Winter (Nov 15 to April 1)	\$1,000.00
Infant Grave	No Charge
Double Deep	\$800.00
Double Deep Winter (Nov 15 to April 1)	\$1,100.00
Reburial of Surface Vault	\$460.00
Moving of Necessary Monuments	\$50.00
Name Plate Replacement	\$25.00
Disinterment	\$1,100.00
Cremation (Hand without vault)	\$210.00
Cremation (With vault)	\$210.00
Cremation (Marking & Admin Only)	\$60.00

**Mausoleum - based on casket size space**

Inside Facing	\$1,670 - \$4,235
Outside Facing	\$1,470 - \$3,635
Niches	\$350 - \$470

**Property Maintenance**

Weed Control/Snow Removal	
Lot mowing	\$500.00 Per hour with \$500 minimum
Snow Removal	\$400.00 Per hour with 1 hour minimum
Mosquito Suppression	
Residential Application	Per Lot Size
Commercial	\$1.00 Per sq. ft of area treated

**ENGINEERING**

<b>Concrete Permit (for new construction only)</b>	\$150.00 Residential	\$500.00 Commercial
<b>Public Infrastructure Permit</b>	<b>\$50.00</b>	
<b>Plan/Plat Review</b>	\$0.00 Residential	\$200.00/hr Commercial
<b>Construction Inspection</b>	<b>10% of the Bid Price</b>	
<b>Oil Well Permits</b>	\$1,000.00 Per Application	
<b>City Floodplain Permit</b>	Free Residential	\$150.00 Commercial
Re-Review Fee	\$100.00	
<b>FIRM Modifications Plan Review/Re-Review</b>	\$2,000.00 per acre of floodplain and tributary to be reviewed started in 2019	
(not to exceed \$12,000 per review)		
<b>Re-Inspection Fee</b>	\$100.00 Per Inspection	
<b>Utility Crossing Permit (Non Franchise)</b>	\$1,000.00 Per Application	
<b>Utilities Permits (for new construction only)</b>	\$100.00 Residential	\$500.00 Commercial

**Overweight Vehicles (fees are set by Western Dakota Energy Association and are subject to change. GW = Gross Weight).**

**Trucks & Trailers**

GW under 105,500, but over-width or over-length	\$20.00
GW 105,501 – 110,000	\$30.00
GW 110,001 – 115,000	\$40.00
GW 115,001 – 120,000	\$50.00
GW 120,001 – 125,000	\$60.00
GW 125,001 – 130,000	\$70.00
GW 130,001 – 135,000	\$80.00
GW 135,001 – 140,000	\$90.00
GW 140,001 – 145,000	\$100.00
GW 145,001 – 150,000	\$110.00
GW over 150,000 (Excess)	\$5.00 Per Ton Per Mile

**Workover Rigs & Cranes**

GW 40,000 – 60,000	\$30.00
GW 60,000-100,000	\$40.00
GW 100,001 – 110,000	\$60.00
GW110,001 – 115,000	\$70.00
GW 115,001 – 120,000	\$80.00
GW 120,001 – 125,000	\$90.00
GW 125,001 – 130,000	\$100.00
GW 130,001 – 135,000	\$110.00
GW 135,001 – 140,000	\$120.00
GW 140,001 – 145,000	\$130.00
GW 145,001 – 150,000	\$140.00
GW over 150,000 (Excess)	\$5.00 Per Ton Per Mile

**Earth Moving Equipment (Roaded)**

GW 0,000 – 70,000	\$30.00
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GW 70.001 and over	\$50.00		
<b>Drilling Rig Move</b>	\$500.00	Per Move	
<b>Storm Water Management Permits</b>			
Storm Water Permit	\$100.00	Ea/Resident	\$250.00/Ac Commercial
Failure to obtain Storm Water Mgmt. Permit	\$250.00	Ea/Resident	\$1000.00/Ea Commercial
Non-compliance	\$250.00	Per Day/Resi	\$250.00/day Commercial
Re-inspection	\$200.00	Per Insp/Res	\$200.00 Commercial
<b>Street Closure for Construction (up to seven days)</b>			
Local Street	\$100.00	Full Closure	\$50.00 Partial Closure
Collector Street	\$500.00	Full Closure	\$100.00 Partial Closure
Arterial Street	\$1,000.00	Full Closure	\$250.00 Partial Closure

## FIRE

<b>Alarm Response fee</b>			
Residential	\$50.00	Per Occurrence	
Commercial	\$100.00	Per Occurrence	
<b>Fire Report</b>	\$0.25	Per Page (8.5x11 or 8.5x14)	
<b>Locating Records</b>	First Hour	No Charge, thereafter \$25/hour	
<b>Postage, Maps, Photos</b>	Actual Cost	will be billed	
<b>Fire Suppression System Plan Review</b>	\$300.00	Per Building	
<b>Fire Plan Review</b>	\$100.00	Per Application	
<b>Fire Alarm System Review - Per Building</b>	\$300.00	If Panel Required	
<b>Re-Inspection Fee</b>	\$100.00		
<b>Hazardous Materials Spill/Release</b>			
Fire Apparatus with Personnel	\$125.00	Per Hour	
Utility Vehicle with Personnel	\$85.00	Per Hour	
Firework Display permit	\$100.00	per application	
<b>Use of Training Site</b>			
Per Hour	\$50.00	Per Hour	
Apparatus with personnel	\$125.00	Per Hour	
FD Instructor	\$50.00	Per Hour	For Each Instructor

## LIBRARY

<b>Copy Charge</b>			
Letter size	\$0.15	Per page	
Legal size	\$0.25	Per page	
11 x 17	\$0.25	Per page	
<b>Damaged or lost material</b>	\$7.00	Plus replacement cost	
<b>Fax - sending / receiving</b>	1.00/1.00	Per page	
<b>Fines</b>			
Book/audio book, magazines	\$0.25	Per day per item	
Videos, DVD's	\$1.00	Per day per item	
<b>Library Cards</b>			
Non-resident - Individual	\$20.00	Per Year	
Non-resident - Family	\$25.00	Per Year	
Temporary	\$20.00	Per Year	
<b>Microfilm Reader/Printer - 8 1/2 x 11 paper</b>	\$0.15	Per page	

## MUSEUM

<b>Admission to Dickinson Museum Center</b>			
Adults (17 to 64)	\$6.00	Person	
Seniors (65 and over)	\$5.00	Person	
Children 3-16 years of age	\$4.00	Person	
Children (2 and under)	Free		
Stark County Historical Society Members	Free		
Museum Center Members	Free		
Southwestern North Dakota Museum Foundation Merr	Free		
School Field Trips	\$2.00	Per Child/Chaperone	
(Teacher admission free)			
<b>Individual Memberships to Dickinson Museum Center</b>			
Student (under 18)	\$15.00	Per Year	
Seniors (65 and over)	\$20.00	Per Year	
Individual	\$25.00	Per Year	
Family (One Household)	\$50.00	Per Year	
Supporter (One Household)	\$100.00	Per Year	
<b>Business Memberships to Dickinson Museum Center</b>			
Business Supporter	\$100.00	Per Year	
Business Sustaining	\$250.00	Per Year	

Business Patron	\$500.00 Per Year
Business Benefactor	\$1,000.00 Per Year
Business Partner	\$5,000.00 Per Year
<b>Birthday Parties (up to 10 children)</b>	<b>\$100.00</b>
Each Additional Child	\$5.00
<b>Rentals</b>	
Heritage Pavilion Picnic Shelter - per hour	\$15.00 Per Hour
- per day	\$120.00 Per Day
Ridgeway Church	\$50.00 Per Hour
<b>Photocopies</b>	\$0.15 Each
<b>Photographic Reproduction</b>	
<i>Black &amp; White Reprints: Single Use, Not for Distribution</i>	
<i>Canvas Gallery Prints</i>	
Customized Size and Finish	Price Varies Contact Museum Gift Shop
<b>Electronic Images and Scanning</b>	
Reference print of scan on copy paper	\$1.00 Each
New Scan or modified scan fee	\$7.00 Each
<b>Still Image Use/Reproduction Fees</b>	
Broadcast / video	\$15.00 Per Image
Advertisement	\$15.00 Per Image
Commercial Display	\$15.00 Per Image
Books & Periodicals	\$15.00 Per Image
Other published works	\$50.00 Per Image
<i>(including those in electronic format, such as websites)</i>	

*\*use fees are waived for in-state newspapers, television stations, state agencies, N.D. municipalities, public schools and non-profit museums*

## PLANNING DEPARTMENT

<b>Annexation Application Fee</b>	\$5,000.00
<b>Crew Camp Housing Special Use Permit</b>	\$500.00 Per Unit
<b>Comp Plan Text/Map Amendment</b>	\$750.00
<b>Development Agreement Fee</b>	\$500.00
<b>Final Plat Application Fee</b>	\$350.00
<b>Final Plat Recording Fee</b>	
4 lots or less	\$25.00
Over five lots	\$50.00
<b>Lot Split/Combo Application Fee</b>	\$250.00
<b>Planning Compliance Review</b>	\$40.00
<b>Plat Vacation</b>	\$250.00 Per Application
<b>PUD Permit</b>	\$1,250.00 Per Application
<b>Temporary Use Permit</b>	\$100.00 Per Application
<b>Zoning Compliance Letter</b>	\$100.00 Per Hour
<b>Zoning Compliance Letter - ETZ</b>	\$200.00
<b>Zoning Confirmation Letter</b>	\$50.00
<b>Vacate Easement or Street/Alley</b>	\$250.00 Per Application
<b>Park District Residential Development Fees</b>	
<b>Cash-in-Lieu of Land Payment</b>	
R-1 Properties	\$500.00 Per Lot
R-2 Properties	\$0.10 Per Square Foot
R-3 Properties	\$0.15 Per Square Foot
MH Properties	\$500.00 Per Living Unit
<i>R-2 Properties and R-3 Properties will have a minimum charge of \$500</i>	
<b>Park District Commercial/Industrial Development Fees</b>	
<b>Off-Site Impact Assessment</b>	
LC Properties	\$500.00 Per Acre
DC Properties	\$500.00 Per Acre
CC Properties	\$500.00 Per Acre
GC Properties	\$500.00 Per Acre
LI Properties	\$500.00 Per Acre
GI Properties	\$500.00 Per Acre
<b>Rezone Petition</b>	
Public/Agricultural	\$250.00 Per Application
Residential	\$350.00
Commercial/Industrial	\$750.00
<b>Special Use Permit</b>	\$350.00 Per Application
<b>Subdivision Platting</b>	
One to Ten Lots	\$500.00 Plus Appl Park Dist Fees
11 to 25 Lots	\$750.00 Plus Appl Park Dist Fees
26 to 40 Lots	\$1,500.00 Plus Appl Park Dist Fees
Above 40 Lots	\$2,000.00 Plus Appl Park Dist Fees

## POLICE

<b>Accident Report</b>	\$10.00 Each
<b>Alarm Response fee</b>	
Residential	\$50.00 Per Occurrence
Commercial	\$100.00 Per Occurrence
<b>Copy of audio/video evidence</b>	\$20.00
<b>Fingerprints</b>	
One set	\$10.00
Each Additional Set	\$5.00 each
<b>Impound Vehicle fee</b>	\$50.00 Plus Towing Fee
<b>Incident Report</b>	\$1.00 Per Sheet

## SOLID WASTE

### **Baler Building Fees**

Asbestos	\$75.00 Per Ton
Car bodies	NOT ALLOWED
Clean Wood and Trees	\$17.00 Per Ton
Compost	\$20.00 Per Ton
Construction Materials	\$36.00 Per Ton
Contaminated Soil	\$50.00 Per Ton
Crushed Asphalt	\$25.00 Per Ton
Crushed Concrete	\$25.00 Per Ton
Dead Animals - small/large	10.00/25.00 Each
Disposal Without Approval	\$150.00 Per Offense
Failure to Rescale (exiting out)	Equal to the amount of scale in
Household	\$47.00 Per Ton
Industrial	\$50.00 Per Ton
Inert	\$22.00 Per Ton
Minimum Scale Fee	\$5.00 Flat Fee
No Tarping Fee (Pickup)	\$35.00 Each
No Tarping Fee (8' to 16' Container)	\$50.00 Each
No Tarping Fee (Greater than 16' Container)	\$75.00 Each
Non-Compliant Loads	\$100.00 Per Ton
First Offense	\$250.00
Second Offense	\$500.00
Third Offense	\$1,000.00 revocation of city landfill privileges
Non-Refrigerated Appliances	\$5.00 Each
Oilfield/Pipeline	\$185.00 Per Ton - plus separation policy
Refrigerated Appliances	\$15.00 Each
Scale Use	\$25.00 Each
Shingles (Asphalt Only)	\$22.00 Per Ton
Sludge	\$17.00 Per Ton
Tires	
Auto	\$4.00 Each
Truck	\$15.00 Each
Tractor	\$30.00 Each
by Ton	\$250.00 Per Ton
Wood Chips/Mulch	\$15.00 Per Ton Only
Used Street Chips	\$8.00 Per Ton
Used Mill Material	\$12.50 Per Ton

### **Residential Solid Waste Collection/ Recycling Rates**

Single Family	\$17.25 Per Month
Each additional container	\$6.50 Per Month
Multiple - 2 units	\$34.50 Per Month
Multiple - 3 units	\$51.75 Per Month
Additional Recycle Container	\$6.50 Per Month

Requested Rear Load Collection \$20.00 Limited Restrictions

<b>Commercial Solid Waste Collection Rates</b>	<b>1.5 Yards/300 gallons</b>	<b>2 yards</b>	<b>3 yards</b>	<b>4 yards</b>	<b>6 yards</b>	<b>8 yards</b>	<b>6 Yd Compactor</b>	<b>300 Gallon Recycling</b>
Once time per week	\$34.70	\$40.78	\$55.05	\$74.31	\$100.33	\$135.46	\$216.72	\$ 25.50
Two times per week	\$69.40	\$81.56	\$110.10	\$148.62	\$200.66	\$270.92	\$433.44	\$ 51.00
Three times per week	\$104.10	\$122.34	\$165.15	\$222.93	\$300.99	\$406.38	\$650.16	\$ 76.50
Four times per week	\$138.80	\$163.12	\$220.20	\$297.24	\$401.32	\$541.84	\$866.88	\$ 102.00
Five times per week	\$173.50	\$203.90	\$275.25	\$371.55	\$501.65	\$677.30	\$1,083.60	\$ 127.50
Once per month	\$17.36	\$20.39	\$27.53	\$37.16	\$50.17	\$67.73	\$108.36	N/A
Twice per month	\$26.02	\$30.58	\$41.29	\$55.74	\$75.25	\$101.60	\$162.54	\$ 12.75
On Call	\$17.36	\$20.39	\$27.53	\$37.16	\$50.17	\$67.73	\$108.36	N/A
Rent/month	\$9.45	\$11.81	\$15.35	\$16.54	\$23.62	\$29.52	\$129.14	\$ 9.45

### **Small Business - 96 gallon recycling container**

Collected Twice per Month	\$4.25 Per Month
Collected Once per Week	\$8.50 Per Month

**Small Business - 90 gallon container**

One time per week	\$17.37
Two times per week	\$34.74
Three times per week	\$52.11
Additional garbage placed next to commercial container	\$8.00 Per Yard
On-Call	\$8.69 Each

**Commercial Roll-off Service Rates**

Hauling Fee - Roll-off	\$100.00 Each
Hauling Fee - Roll-off Compactor	\$200.00 Each
Container Rent without Lid (20 yd)	\$100.00 Per Month
Container Rent with Lid (25 yd)	\$150.00 Per Month
Container Rent without Lid (30 yd)	\$150.00 Per Month
Tipping Fee	varies according to material
Container Rent	\$15.00 Per Day

**STREET**

**Personnel**

Supervisor	\$75.00 Per Hour
Equipment Operator	\$61.00 Per Hour
Laborer	\$50.00 Per Hour

**Equipment w/ Operator**

Loader	\$150.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Snow Blowing - add	\$150.00 Per Hour
Motor Grader	\$175.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Asphalt Paver (Includes 2 Operators)	\$210.00 Per Hour
Roller	\$110.00 Per Hour
Backhoe	\$160.00 Per Hour
Mini-Excavator	\$125.00 Per Hour
Skidsteer	\$100.00 Per Hour
Tandem Axle Dump Truck	\$125.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Traffic Attenuator - add	\$20.00 Per Hour
Single Axle Dump Truck	\$110.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Sander (Plus truck rate and material)	\$40.00 Per Hour
Brine Truck (Plus truck rate and material)	\$25.00 Per Hour
Water Truck (Plus Water)	\$110.00 Per Hour
Sweeper - Pickup	\$175.00 Per Hour
Sweeper - Side Delivery	\$110.00 Per Hour
Trailer (Flat Bed)	\$20.00 Per Hour
Striper (Plus Paint)	\$75.00 Per Hour
Genie Lift	\$85.00 Per Hour
Scissor Lift	\$75.00 Per Hour
Pickup Truck (1 ton or less)	\$65.00 Per Hour
Pickup Truck (1 1/4 ton)	\$75.00 Per Hour

**Street Repair**

Asphalt	Actual Cost + 20%	Per Ton
Concrete	Actual Cost + 20%	Per CU. YD
Pavement Cuts - Asphalt		\$50.00 LN.FT.
Pavement Cuts - Concrete		\$75.00 LN.FT.
Recycled Asphalt/Concrete		\$25.00 Per Ton

**Signing**

Barricade (Type I)	\$10.00 Ea/day
Barricade (Type II)	\$15.00 Ea/day
Barricade (Type III)	\$20.00 Ea/day
* With flashing warning light additional \$5.00 each	
Signs	\$10.00 Ea/day
Traffic Cone	\$10.00 Ea/day

**Brine Rates**

Product 1 (Brine)	\$0.75 Per Gallon
Product 2 (95% Brine, 5% Beet 55)	\$0.78 Per Gallon
Product 3 (90% Brine, 10% Beet 55)	\$0.82 Per Gallon
Product 4 (85% Brine, 15% Beet 55)	\$0.85 Per Gallon
Product 5 (80% Brine, 20% Beet 55)	\$0.89 Per Gallon
Product 6 (75% Brine, 25% Beet 55)	\$0.92 Per Gallon
Product 8 (95% Brine, 5% Ice B'Gone Magic)	\$0.78 Per Gallon
Product 9 (90% Brine, 10% Ice B'Gone Magic)	\$0.82 Per Gallon
Product 10 (85% Brine, 15% Ice B'Gone Magic)	\$0.85 Per Gallon
Product 11 (80% Brine, 20% Ice B'Gone Magic)	\$0.89 Per Gallon

Product 12 (75% Brine, 25% Ice B'Gone Magic) \$0.92 Per Gallon

## UTILITY BILLING

### Water Base Rates

Non-Water Metered Customer (Well)	\$5.00 Per Month
Disconnected Meter Base Rate	\$5.00 Per Month
Commercial Non-Water Metered	\$8.00 Per Month
5/8" Meter	\$6.57 Per Month
3/4" Meter	\$10.00 Per Month
1" Meter	\$15.00 Per Month
1 1/2" Meter	\$29.00 Per Month
2" Meter	\$49.00 Per Month
3" Meter	\$76.00 Per Month
4" Meter	\$130.00 Per Month
6" Meter	\$270.00 Per Month

**Water Usage Rate** \$6.70 Per 1,000 gallons

### Sewer Base Rates

#### Inside City Limits

Residential Non-Water Metered Customer (Well)	\$25.00 Per Month
Residential Base Rate	\$13.00 Per Month
Commercial/Industrial Base Rate	
Minimum (including non-metered)	\$24.00 Per Month
1-1/2 inch water meter	\$35.00 Per Month
2 inch water meter	\$46.00 Per Month
3 inch water meter	\$60.00 Per Month
4 inch water meter	\$130.00 Per Month
6 inch water meter	\$300.00 Per Month

\* EDU (Equivalent Domestic Unit) = 5,000 gallons per month

#### Outside City Limits

Base Rate for Residential Customers	Equivalent City Base Rate plus 10% and costs of chemical pretreatment
Base Rate for Non-Residential Customers	Equivalent City Base Rate plus 35% and costs of chemical pretreatment
South Heart Base Rate	\$14.30 per EDU (727 EDU = \$10,396.10)
Dakota Prairie Refining Base Rate	\$17.55 per EDU (1,314 EDU = \$23,060.70)
Baker Boy Base Rate	\$17.55 per EDU (55 EDU = \$965.25)
Martin Construction	\$17.55 per EDU

### Sewer Usage Rates

Usage Rate	\$2.15 Per 1,000 gallons
Residential Summer Usage Cap	5,000 gallons
Overage Surcharge (for contract customers)	\$4.00 Per 1,000 gallons
Non-Compliance Surcharge (for contract customers)	\$4.00 Per 1,000 gallons

### Storm Water Service Charges

Residential	\$3.00
Commercial	\$5.00

### Street Light and Traffic Signal Utility Charge

Non-Water Metered Customer	\$3.25
5/8" Meter	\$3.15
3/4" Meter	\$3.15
1" Meter	\$5.25
1 1/2" Meter	\$12.00
2" Meter	\$17.50
3" Meter	\$28.25
4" Meter	\$43.50
6" Meter	\$54.00

### Misc Utility Billing Fees

Utility Bill late fee	1.75% of amount due
Utility Disconnect fee (non-delinquent)	\$25.00 (e.g. Snowbird, Vacationers)
Utility Re-connect fee (delinquent account)	\$100.00
Meter Check labor service call	\$30.00 Labor Flat Fee Plus Actual Cost to Replace Inventory if Applicable

## WASTEWATER

Domestic Septage Hauler	\$60.00 Per 1,000 gallons
Irrigation Water (If Available)	\$80.00 Per 1,000,000 gallons
Video Sewer Lines	\$3.50 Per Foot
Reuse Water	\$20.00 Per 1,000 gallons
Sewer Jet Truck	\$125.00 Per Hour
Vacuum Truck	\$225.00 Per Hour



Utility Operator \$61.00 Per Hour

**Wastewater Surcharge (non-resident)**

Biochemical Oxygen Demand (BOD) \$0.04 /lb., Surcharge Above 200mg/L  
Total Suspended Solids (TSS) \$0.02 /lb., Surcharge Above 200mg/L

**WATER/SEWER**

**Water/Sewer Access (Connection Fees)**

Sewer Access Fees \*

3/4"	\$1,800.00
1"	\$1,800.00
1 1/2"	\$3,000.00
2"	\$4,000.00
3"	\$5,000.00
4"	\$7,000.00
6" and larger	\$10,000.00

\*based on water meter size

Water Access Fees

3/4" Meter and below	2,500.00
1" Meter	3,000.00
1 1/2" Meter	3,500.00
2" Meter	5,500.00
3" Meter	6,700.00
4" Meter	8,850.00
6" Meter	15,000.00

**Water Purchase - Bulk (Potable)**

Water Vendor & others (treated) \$19.00 Per 1,000 gallons



Commission Meeting Date: January 4, 2022

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

**Item:** Professional Services Agreement: Lift Station No. 1 Repairs and Supplemental Force Main, OF 1758.1.

**From:** Engineering Division

**Initiated By:** Public Works Department

**Presented By:** Paul Skubinna, P.E., Public Works Director

**Action Requested:** Consider and approve a Professional Services Agreement

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**Suggested Motion:**

1. Commissioner moves:

"I move that the City Commission (approve/not approve) a Professional Services Agreement in the amount of \$1,324,150 to TD&H Engineering Inc., for the Lift Station No. 1 Repairs and Supplemental Force Main, and authorize the City Manager to execute the agreement documents."

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

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**Staff Recommendation:** Approve a Professional Services Agreement.

**Summary:**

The City proposes to retain TD&H Engineering Inc., to conduct topographic survey, geotechnical investigations, complete the project design, plan development, assemble bid packages, assist with bidding, and contractor selection for the sanitary sewer improvements associated with this project.

A subsequent agreement will be provided for construction and post-construction phase professional services including complete as-built drawings.

**Background:**

The existing Lift Station No. 1 (LS1) force main was constructed in 1979 and is the only river crossing for this section of the City's sewer collection system. LS1 services the area including the original downtown, east to and including Malmstrom Air Force Base and Agritech Industrial Park, and south to 10<sup>th</sup> Avenue South. It pumps approximately one third of the City's sewage across the Missouri River to the Wastewater Treatment Plant (WWTP), via the LS1 force main. The existing LS1 force main was constructed under emergency conditions in response to a failure of the 1959-installed crossing. The failure of the 1959 crossing resulted in a protracted, direct, and uncontrolled discharge of untreated

sewage to the Missouri River. The construction of a redundant force main provides resilience and reliability in this segment of City-critical infrastructure; whereby, helping the City minimize/prevent the risk of service interruption, regulatory exposure and environmental damage associated with having a single point of failure.

This project will implement recommendations from the June 2021 Feasibility Study, including installation of a redundant force main crossing the Missouri River and improvements and repairs to the Sixth Street Pump Station (Lift Station No. 1) across the Missouri River to the City's WWTP. The proposed design will also provide connections to the pumping station and the head works at the WWTP. Services will include: conducting geo-technical evaluations; verifying utility conflicts; floodplain analysis; permitting; producing the engineering drawings and specifications; and obtaining approval from local and state review agencies.

#### Workload Impacts:

TD&H will provide data acquisition, a site topographical survey, a geotechnical evaluation, a floodplain analysis, permitting, engineering drawings and specifications, and obtaining approval from local and state review agencies. City Engineering will perform contract administration duties throughout the project. Veolia waste water plant operational staff, as well as, City Engineering and plant oversight staff will help provide incremental direction and feedback to guide the design activities. City Fiscal Services will provide grant administration services.

A subsequent agreement will be signed with TD&H to provide construction administration, construction phase services, and post-construction services. Construction services will include: reviewing of contractor submittals; providing full time inspection; responding to contractor inquiries; and reviewing and certifying contractor pay applications. The post-construction services include: certification of the project via as-built drawings and certification that the project was constructed in accordance with the approved plans and specifications.

#### Project Work Scope:

The Consultant's Professional Services Agreement includes the following tasks:

- Preliminary Design
- Final Design
- Redundant Force main - Bidding & Negotiation
- 6th St. Pump Station Improvements - Bidding & Negotiation
- Miscellaneous Engineering Services

Alternative Professional Services includes the following tasks:

- GC/CM Procurement Support
- GC/CM Guaranteed Maximum Price (GMP) Support

#### Evaluation and Selection Process:

TD&H was selected to conduct a feasibility study through the City's Architects/Engineers/Surveyors selection policy. The Request for Proposals (RFP) was advertised three times in the Great Falls Tribune. Six Proposals were received on May 29, 2020. The selection committee then reviewed, assessed and scored the RFP's and short listed four firms for interviews. Interviews were held, evaluated and scored on June 15 and 16, 2020. Subsequently, reference checks were made and the final total scoring tabulated. The format of the RFP was structured such that the selected firm would receive preferential selection for the design and construction phase services associated with this project.

Conclusion:

The project will result in providing the necessary upgrades and improvements to LS1 and a redundant force main crossing from LS1 to the Waste Water Treatment Plant. The project was selected, prioritized, and executed in accordance with the Public Works Capital Improvement Program, and budgeted utilizing Sewer Treatment Unassigned Capital Improvements. City staff recommends approving the Agreement with TD&H, in the amount of \$1,324,150.

**Fiscal Impact:**

On October 8, 2021, this project was selected to receive \$2,000,000 in funding through the ARPA Competitive Grant program. Through the application process the City proposed a 50% match to grant funds for this project. \$662,000 of this phase of the project will be funded through the ARPA grant awarded to the City. Sewer Treatment Funds have been programmed and budgeted to fund the remainder of this phase in accordance with Public Works' Capital Improvement Plan. The remaining \$1,338,000 in ARPA grant funds will be utilized during the construction phase of this project.

**Alternatives:**

The City Commission could vote to deny the Professional Services Agreement, request Staff look for a different Consultant to perform the service, or cancel the project. Delaying or cancelling the project could lead to losing the ARPA grant funding by missing the 12/31/2026 deadline for utilizing these grant funds, while propagating a single point of failure in the City's critical infrastructure, and/or burdening the City with expenses intended to be covered by grant funding.

**Concurrences:**

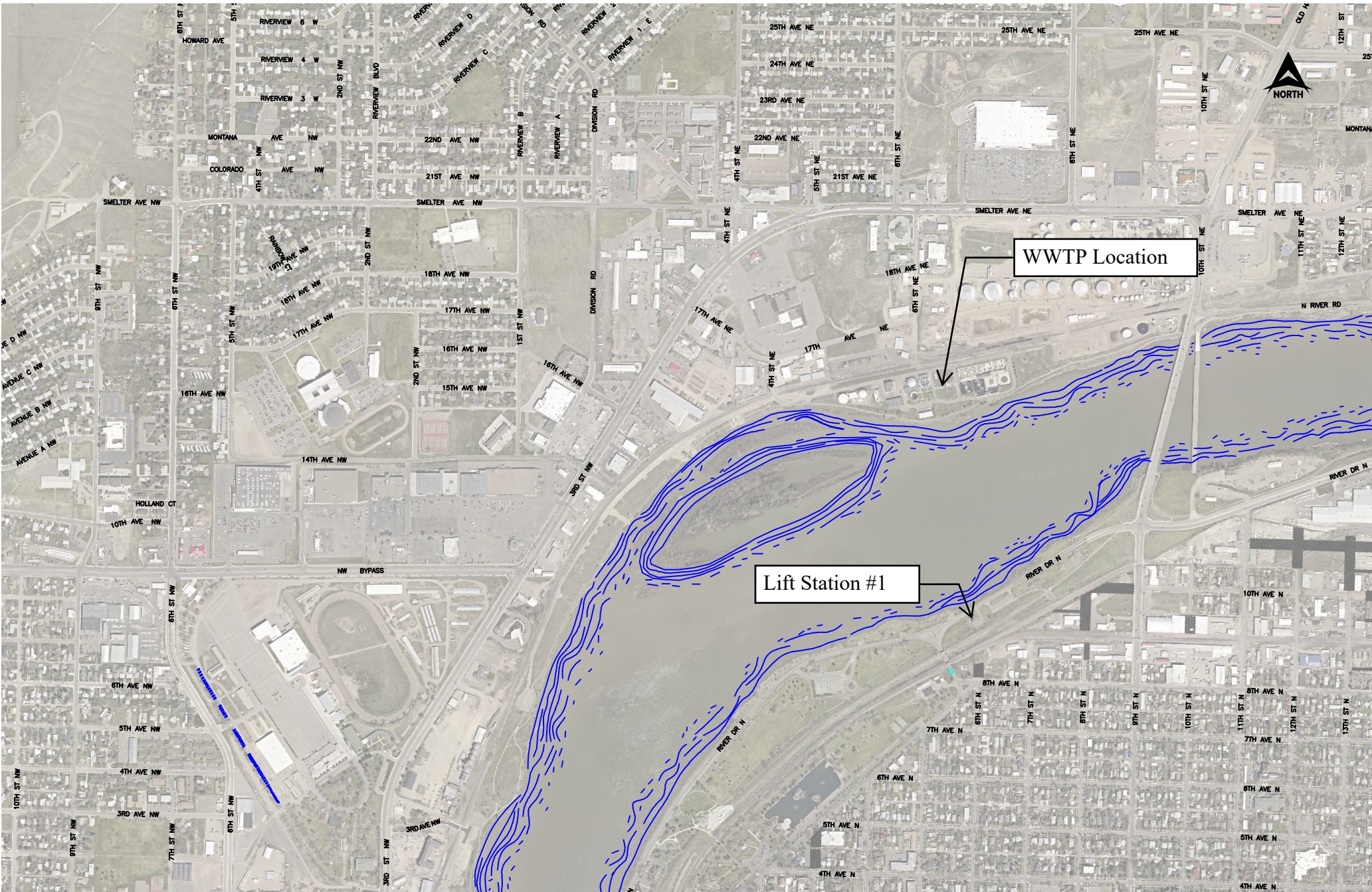
City Fiscal personnel, and the City's wastewater treatment plant operations and maintenance contractor recommend approval of the Agreement

**Attachments/Exhibits:**

- Vicinity Map
- Professional Services Agreement
- Exhibit A
- Exhibit B
- Exhibit C
- Exhibit D



# 1758.1 Lift Station No. 1 Repairs and Supplemental Force Main





## PROFESSIONAL SERVICES AGREEMENT

**THIS AGREEMENT** is made and entered into by and between the **CITY OF GREAT FALLS, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 5021, Great Falls, Montana 59403-5021, hereinafter referred to as “City,” and **TD&H ENGINEERING, INC.**, 1800 River Drive North, Great Falls, MT, 59401, hereinafter referred to as “Consultant.”

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

**1. Purpose:** City agrees to hire Consultant as an independent contractor to perform for City services described in the Scope of Services attached hereto as Exhibit “A” and by this reference made a part hereof.

**2. Term of Agreement:** This Agreement is effective upon the date of its execution. Both parties reserve the right to cancel this Agreement by providing a written thirty (30) day notice to the other party.

**3. Scope of Work:** Consultant will perform the work and provide the services in accordance with the requirements of the Scope of Services.

**4. Payment:** City agrees to pay Consultant ONE MILLION THREE HUNDRED TWENTY-FOUR THOUSAND ONE HUNDRED FIFTY DOLLARS (\$1,324,150.00) per hourly rate not to exceed for services performed pursuant to the Scope of Services. Any alteration or deviation from the described work that involves extra costs will be performed by Consultant after written request by the City, and will become an extra charge over and above the contract amount. The parties must agree upon any extra charges in writing.

**5. Independent Contractor Status:** The parties agree that Consultant is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Consultant is not subject to the terms and provisions of the City’s personnel policies handbook and may not be considered a City employee for workers’ compensation or any other purpose. Consultant is not authorized to represent the City or otherwise bind the City in any dealings between Consultant and any third parties.

Consultant shall comply with the applicable requirements of the Workers’ Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Consultant shall maintain workers’ compensation coverage for all members and employees of Consultant’s business, except for those members who are exempted by law.

Consultant shall furnish the City with copies showing one of the following: (1) a binder for workers’ compensation coverage by an insurer licensed and authorized to provide workers’ compensation insurance in the State of Montana; or (2) proof of exemption from workers’ compensation granted by law for independent contractors.

6. **Indemnification:** To the fullest extent permitted by law, Consultant shall fully indemnify, defend, and save City, its agents, representatives, employees, and officers harmless from and against any and all claims, actions, costs, fees, losses, liabilities or damages of whatever kind or nature arising from or related to Consultant’s performance of this Agreement and Consultant’s work on the Construction Project or work of any subcontractor or supplier to Consultant. The indemnification obligations of this Section must not be construed to negate, abridge, or reduce any common-law or statutory rights of the City which would otherwise exist. Consultant’s indemnity under this Section shall be without regard to and without any right to contribution from any insurance maintained by City. Consultant also waives any and all claims and recourse against the City or its officers, agents or employees, including the right of contribution for loss or damage to person or property arising from, growing out of, or in any way connected with or incident to the performance of this Agreement except responsibility for its own fraud, for willful injury to the person or property of another, or for violation of law, whether willful or negligent, according to 28-2-702, MCA. These obligations shall survive termination of this Agreement and the services performed hereunder.

7. **Insurance:** Consultant shall purchase and maintain insurance coverage as set forth below. The insurance policy, except Workers’ Compensation, must name the City, (including its elected or appointed officers, officials, employees, or volunteers), as an additional insured or contain a blanket additional insured endorsement and be written on a “primary—noncontributory basis.” Consultant will provide the City with applicable additional insured endorsement documentation. Each coverage shall be obtained from an insurance company that is duly licensed and authorized to transact insurance business and write insurance within the state of Montana, with a minimum of “A.M. Best Rating” of A-, VI, as will protect the Consultant, the various acts of subcontractors, the City and its officers, employees, agents, and representatives from claims for bodily injury and/or property damage which may arise from operations and completed operations under this Agreement. All insurance coverage shall remain in effect throughout the life of this Agreement and for a minimum of one (1) year following the date of expiration of Consultant’s warranties. All insurance policies, except Workers’ Compensation, must contain a provision or endorsement that the coverage afforded will not be canceled, materially changed, or renewal refused until at least thirty (30) days prior written notice has been given to Consultant, City, and all other additional insureds to whom a certificate of insurance has been issued. All insurance documentation shall be in a form acceptable to the City.

**\* Insurance Coverage at least in the following amounts is required:**

- |    |   |   |
|----|---|---|
| 1. | Commercial General Liability<br>(bodily injury and property damage) | \$1,000,000 per occurrence<br>\$2,000,000 aggregate |
| 2. | Products and Completed Operations                                   | \$2,000,000   |
| 3. | Automobile Liability  | \$1,500,000 combined single limit                   |
| 4. | Workers’ Compensation   | Not less than statutory limits                      |

- 5. Employers' Liability \$1,000,000
- 6. Professional Liability (E&O) \$1,000,000 per occurrence  
(only if applicable) \$2,000,000 aggregate

Consultant may provide applicable excess or umbrella coverage to supplement Consultant's existing insurance coverage, if Consultant's existing policy limits do not satisfy the coverage requirements as set forth above.

**\* If a request is made to waive certain insurance requirements, insert the insurance item # and corresponding description from the list above: .**

**Legal reviewer initials:**  **Approved**  **Denied**

**8. Professional Service:** Consultant agrees that all services and work performed hereunder will be accomplished in a professional manner.

**9. Compliance with Laws:** Consultant agrees to comply with all federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, MCA. As applicable, Consultant agrees to purchase a City safety inspection certificate or special business license.

**10. Nondiscrimination:** Consultant agrees that all hiring by Consultant of persons performing this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, national origin, or other class protected by state and/or federal law.

**11. Default and Termination:** If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party, at its option, may terminate this Agreement and be released from all obligations if the default is not cured within ten (10) days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

**12. Modification and Assignability:** This document contains the entire agreement between the parties and no statements, promises or inducements made by either party or agents of either party, which are not contained in this written Agreement, may be considered valid or binding. This Agreement may not be enlarged, modified or altered except by written agreement signed by both parties hereto. The Consultant may not subcontract or assign Consultant's rights, including the right to compensation or duties arising hereunder, without the prior written consent of City. Any subcontractor or assignee will be bound by all of the terms and conditions of this Agreement.



13. **Ownership and Publication of Materials:** All reports, information, data, and other materials prepared by the Consultant pursuant to this Agreement are the property of the City. The City has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any re-use without written verification or adaptation by the Consultant for the specific purpose intended will be at the City’s sole risk and without liability or legal exposure to the Consultant. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of the City.

14. **Liaison:** City’s designated liaison with Consultant is **Russell Brewer** and Consultant’s designated liaison with City is **Dustin Nett**.

15. **Applicability:** This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana.

**IN WITNESS WHEREOF**, Consultant and City have caused this Agreement to be executed and intend to be legally bound thereby as of the date set forth below.

**CITY OF GREAT FALLS, MONTANA**

**CONSULTANT**

**By:** \_\_\_\_\_  
**Print Name:**  
**Print Title:**  
**Date:**

**By:** \_\_\_\_\_  
**Print Name:**  
**Print Title:**  
**Date:**

ATTEST:

(Seal of the City)

\_\_\_\_\_  
Lisa Kunz, City Clerk

APPROVED AS TO FORM:

By \_\_\_\_\_  
Jeffrey M. Hindoién, City Attorney\*

\* By law, the City Attorney may only advise or approve contract or legal document language on behalf of the City of Great Falls, and not on behalf of other parties. Review and approval of this document was conducted solely from

the legal perspective, and for the benefit, of the City of Great Falls. Other parties should not rely on this approval and should seek review and approval by their own respective counsel.

**EXHIBIT “A”**  
**City of Great Falls Sewage Lift Station No. 1 & Supplemental Forcemain**  
**O.F. 1758.1**  
**Project Management, Preliminary & Final Design, Grant**  
**Administration & Optional Services**  
**Scope of Services**

**GENERAL:**

The Sewage Lift Station No. 1 and Supplemental Forcemain project will implement recommendations from the 2021 Feasibility Study, including installation of a redundant forcemain crossing the Missouri River and miscellaneous improvements and repairs to the lift station. The utility route and a general description of the proposed forcemain improvements are identified in Agreement Exhibits C1, C2 and C3, while lift station rehabilitation and replacement activities are summarized in Exhibit D.

Professional services and associated fee estimates reflect project activities identified in Exhibits C1, C2, C3 and D and rate sheet provided as Exhibit B. The following Scope of Services summarizes project activities, deliverables and clarifications:

**ENGINEERING SCOPE OF SERVICES:**

**PHASE 200 – PRELIMINARY DESIGN**

Preliminary design activities include preparing the project scope and fee estimate, a project schedule, establishing project design criteria, field investigations, document and data collection, analysis in support of detailed design, coordination with various agencies and preparation of 30% Design Documents for City concurrence. Design Reports and Technical Memoranda will be provided to summarize investigations and analysis. Further descriptions are provided in the task summary where necessary.

Perform or provide the following Preliminary Design Phase tasks and associated deliverables:

**Phase 200 – Preliminary Design**

- 205 Scope & Fee Estimate Development, Contract Negotiations, Schedule
- 210 Kick-off Meeting & Confirm Design Criteria
- 211 Design Criteria & City Approval
  - **Technical Memo**
- 212 Project Management
- 214 Progress Meetings
- 220 Collect and Review Existing Documents
- 221 Pump Station Flow Testing
  - a) Drawdown tests for individual and combined pump operation to collect additional data for updating the existing hydraulic model
  - b) Record flow and pressure gauge readings
- 222 Project Site Visits
  - a) Periodic site visits to collect or confirm design data
- 223 Pump Station IH Inspection
  - a) Inspect lift station facility and collect material samples for testing

- b) Perform laboratory analysis of samples for lead-based paint and asbestos
- c) Prepare investigation report summarizing findings and recommendations
- **IH Report**
- 225 Agency Contacts – Permits, Utilities, Building Dept., SHPO, DEQ, DNRC & Correspondence Register
  - a) Contact various agencies to solicit preliminary feedback associated with selected forcemain alignment and lift station improvements
  - b) Identify City Planning Department supporting document requirements for Building Permit application
  - c) Clarify design expectations of governing agencies and impacted stakeholders
- 226 Pump Station Potholing, Pipe Condition Investigation & Daily Inspection Forms
  - a) Potholing pipe exposure excavation, non-destructive testing to measure remaining wall thickness of the 1959 and 1979 pipes exiting the Lift Station.
- 227 Pipe Corridor Utility Locates – Stake, Pothole, Survey, Visual Inspection & Forms
- 228 Pump Station Interior Pipe Integrity Testing & Daily Inspection Forms
  - a) Non-destructive testing to measure remaining wall thickness of the 1959 and 1979 pipes inside the Lift Station.
- 229 Code Analysis
  - a) Prepare allowable area calculations, number of stories, height of building, type of occupancy, occupant load, type of construction, area of building, fire areas and alteration level in accordance with IBC and IEBC.
- 230 Forcemain Geotechnical Investigation, Laboratory Testing & Analysis
  - a) Secure environmental permits for drilling operation river access
  - b) Employ drill rig and driller, barge and crane contractor and traffic control contractor for river channel bore holes
  - c) Drill 5 soil borings to depths ranging from 75 to 120 feet and collect samples in accordance with ASCE guidance
  - d) Perform laboratory testing of collected materials.
  - e) Analyze soil test results and perform frac-out analysis
  - f) Prepare investigation report summarizing findings and recommendations
  - **Environmental Permits**
  - **Design Report**
- 232 WWTP Vault Geotechnical Investigation, Laboratory Testing & Analysis
  - a) Drill one soil boring to an approximate depth of 15' and collect samples
  - b) Perform laboratory testing of collected materials
  - c) Prepare investigation report summarizing findings and recommendations
  - **Design Report**
- 240 Bathymetric Survey – Missouri River Channel
- 241 Topographic Survey – Lift Station & WWTP Site and Utility Corridor
- 242 Legal Survey – Research & Field Locate Property Boundaries
  - a) Research and collect property boundary data and mapping
  - b) Field locate existing property lines and monuments to confirm property record accuracy
- 243 Pump Station Building Survey & Base Drawings
  - a) Field measure and record interior building features to establish accurate dimensions
  - b) Develop scaled base drawings in AutoCAD
- 245 Forcemain Schematic Design, Alignment & Profile
- 246 Pump Station FM Connection Schematic Design & Detail Figures
- 247 WWTP Flow Meter Vault Schematic Design & Detail Figures
- 248 Pump Station Civil Schematic Design & Site Plan
- 250 Pump Station & Forcemain Hydraulics Analysis
  - a) Update lift station hydraulic model to incorporate Task 221 flow test results

- **Tech Memo**
- 252 Floodplain & River Scour Analysis
  - a) Analyze Missouri River hydrology and hydraulics & establish potential riverbed scour
  - b) Compare scour depths with geotechnical boring results to establish minimum bury depth for HDD pipe design
- **Tech Memo**
- 254 River Hydraulics, Geotechnical & Pump Station Hydraulics QC & Peer Review Records
- 260 Pump Station Structural Schematic Design & Plan/Detail Figures
- 270 Pump Station Mech/Elec/I&C/Equipment Schematic Design & Figures
- 272 Mechanical Screening Equipment Assessment
  - a) Review lift station base drawing dimensions and structural elements vs Lift Station No. 15 bar screen and screenings press equipment. Coordinate results with Veolia Water.
  - b) Research manufacturer and model alternatives, project conditions with manufacturers and solicit retrofit parameters
  - c) Identify equipment for basis of final design
- **Tech Memo**
- 280 30% Pump Station & Forcemain Design Report
- 282 30% Design Schematic Drawings & Technical Specification Index
- 284 Engineer's Opinion of Probable Construction Cost
- 285 Estimated Construction Schedules (Pump Station and Forcemain Independently)
- 286 30% Deliverable Quality Control Review & Peer Review Records
- 288 Facilitate 30% Design Review Meeting & Distribute Meeting Notes

Deliverables: Meeting Records; Geotechnical Drilling Permits; Technical Memoranda; Design Reports; Industrial Hygiene Test Results & Report and 30% Design Documents

Estimated Fees: \$651,626

### **PHASE 300 – GC/CM PROCUREMENT SUPPORT - OPTIONAL SERVICES**

If an alternative project delivery structure is selected by the City, services will include preparing draft and final Contractor RFQ documents, assisting City staff with evaluating Statements of Qualification, participating in design review meetings and addressing DNRC program requirements within the procurement documents to secure agency approval. Optional Phase 300 services will be provided upon instruction from the City.

Perform or provide the following GC/CM Procurement Support tasks and associated deliverables:

#### Phase 300 – GC/CM Procurement Support (Optional)

- 310 Prepare/Submit Draft GC/CM Contractor RFQ Documents
- 312 Address City & ARPA Program Review Comments
- 314 Final GC/CM Contractor RFQ Documents
- 320 Assist GC/CM SOQ Review & Selection
- 330 Engineer - GC/CM Constructability Design Review Meetings

Deliverables: Draft GC/CM Contractor RFQ Documents; Final GC/CM Contractor RFQ Documents; ARPA program coordination and assist with RFQ document approval

Estimated Fees: \$48,376

## PHASE 400 – FINAL DESIGN

Final design activities generally involve preparing Drawings and Specifications, Cost Estimates, Construction Contract Documents and Design Reports for construction of Lift Station Improvements and a redundant forcemain. Supplemental activities in support of Final Design Document preparation include technical analysis, coordination with various agencies, GC/CM support, permit applications, HDD contractor qualification evaluation, land acquisition and preparation of 60%, 90% and Final Design Documents for City concurrence. Further descriptions are provided in the task summary where necessary.

Perform or provide the following Final Design Phase tasks and associated deliverables:

### Phase 400 – Final Design

- 410 Project Management
- 412 Miscellaneous Progress Meetings
- 414 GC/CM Support & Review Meetings
- 420 Private Utility Coordination & Correspondence Register
  - a) Correspondence and site visits to address utility crossings and potential conflicts
- 422 Temporary HDD Work Site & Staging – Research and Design
  - a) Evaluate site constraints for HDD equipment staging at entry and exit pit locations
  - b) Incorporate site use restrictions in Final Design Documents
- 424 Solicit Preliminary HDD Contractor Feedback
  - a) Distribute preliminary design documents to perspective HDD Contractors for technical review and to gauge project interest
  - b) Summarize responses and assess any constructability concerns
  - c) Incorporate legitimate HDD Contractor recommendations in Final Design Documents
- 426 Pump Station & WWTP Flow Meter Vault Structural Analysis & Calculations
- 430 FORCEMAIN 60% Plans – Construction Drawings
- 431 FORCEMAIN 60% Specifications – Technical & Bid Documents
- 432 FORCEMAIN 60% Engineer's Opinion of Probable Construction Cost
- 433 FORCEMAIN 60% Deliverable Quality Control Review, Risk Assessment & Peer Review Records
- 434 Address City 60% FORCEMAIN Review Comments
- 435 PUMP STATION 60% Plans – Construction Drawings
- 436 PUMP STATION 60% Specifications – Technical & Bid Documents
- 437 PUMP STATION 60% Engineer's Opinion of Probable Construction Cost
- 438 PUMP STATION 60% Deliverable Quality Control Review, Risk Assessment & Peer Review Records
- 439 Address City 60% PUMP STATION Review Comments
- 440 Land Acquisition – State of MT ROW Easement Application & Site Title Opinion Exhibits
  - a) Prepare figure and easement application documents for submittal to the State of MT
  - b) Prepare property ownership & boundary exhibit of the forcemain project corridor to support City Attorney issued Site Title Opinion and secure DNRC approval.
    - **State of MT Easement Application**
    - **Property boundary exhibit**
- 441 Environmental/Floodplain Permit Applications & Correspondence Register
  - **Environmental Permits**
- 442 HDD Contractor Qualification Evaluation
  - a) Prepare and distribute qualifications questionnaire to potential HDD contractors.
  - b) Review responses vs minimum qualification standards



- **HDD Contractor Questionnaire**
- 444 Pump Station Construction Sequencing & Constraints Assessment
  - a) Review construction activities to identify sequencing parameters and potential operational and spatial conflicts
  - b) Incorporate construction sequencing recommendations and requirements in Final Design Documents
- 445 Forcemain & Terminus Construction Sequencing & Constraints Assessment
  - a) Review construction activities to identify sequencing parameters and potential operational and spatial conflicts
  - b) Incorporate construction sequencing recommendations and requirements in Final Design Documents
- 450 FORCEMAIN 90% Plans – Construction Drawings
- 451 FORCEMAIN 90% Specifications – Technical & Bid Documents
- 452 FORCEMAIN 90% Engineer’s Opinion of Probable Construction Cost
- 453 FORCEMAIN 90% Deliverable Quality Control Review & Risk Assessment & Peer Review Records
- 454 Address City 90% FORCEMAIN Review Comments
- 455 PUMP STATION 90% Plans – Construction Drawings
- 456 PUMP STATION 90% Specifications – Technical & Bid Documents
- 457 PUMP STATION 90% Engineer’s Opinion of Probable Construction Cost
- 458 PUMP STATION 90% Deliverable Quality Control Review & Risk Assessment & Peer Review Records
- 459 Address City 90% PUMP STATION Review Comments & Address Bid Alternates
- 460 Building Permit Application & Supporting Documents
  - a) Prepare City of Great Falls Building Permit Application Form
  - b) Prepare supporting documents identified in City Building Permit Completeness Checklist
- **Building Permit Application**
- 462 FORCEMAIN MDEQ Submittal – Design Report, Plans & Project Manual
- 463 FORCEMAIN MDEQ Submittal – Quality Control Review & Peer Review Records
- 464 Address FORCEMAIN City and MDEQ Review Comments
- 466 PUMP STATION MDEQ Submittal – Design Report, Plans & Project Manual
- 467 PUMP STATION MDEQ Submittal – Quality Control Review & Peer Review Records
- 468 Address PUMP STATION City and MDEQ Review Comments
- 480 FORCEMAIN Final Plans – Construction Drawings
- 481 FORCEMAIN Final Specifications – Technical & Bid Documents
- 482 FORCEMAIN Final Engineer’s Opinion of Probable Construction Cost
- 483 FORCEMAIN Final Quality Control Review & Peer Review Records
- 485 PUMP STATION Final Plans – Construction Drawings
- 486 PUMP STATION Final Specifications – Technical & Bid Documents
- 487 PUMP STATION Final Engineer’s Opinion of Probable Construction Cost
- 488 PUMP STATION Final Quality Control Review & Peer Review Records

Deliverables: Meeting Records; Environmental Permits; MT Easement Application; Site Title Opinion Exhibit; HDD Contractor Questionnaire; Building Permit Application; 60% Design Documents; 90% Design Documents; MDEQ Submittal Documents; Final Design Documents

Estimated Fees: \$504,392

## **PHASE 500 – GC/CM GUARANTEED MAXIMUM PRICE (GMP) SUPPORT - OPTIONAL SERVICES**

If an alternative project delivery structure is selected by the City, services will include reviewing Contractor's Guaranteed Maximum Price (GMP) and providing recommendations, participating in design review meetings and addressing DNRC program requirements to secure agency approval. Contractor product and equipment submittals will also be reviewed and recommendations provided. Optional Phase 500 services will be provided upon instruction from the City.

Perform or provide the following GC/CM Guaranteed Maximum Price (GMP) Support tasks and associated deliverables:

### Phase 500 – GC/CM Guaranteed Maximum Price (GMP) Support (Optional)

- 510 GMP Review Comments & Recommendations
- 512 Coordinate ARPA Program GPM Review & Approval
- 514 Owner/Engineer GMP Review Meeting
- 520 GC/CM Equipment/Product Submittal Review & Recommendations
- 522 Pre-construction Conference Attendance

Deliverables: GMP Review Summary; ARPA program coordination and assist with procurement approval; Contractor Submittal Review Records

Estimated Fees: \$41,794

## **PHASE 600 – REDUNDANT FORCEMAIN - BIDDING & NEGOTIATION - OPTIONAL SERVICES**

Bidding and Negotiation services for construction of the redundant forcemain reflect serving as the primary administrator and records manager for all engineering and coordination activities from the first bid advertisement date through the Pre-construction conference. Optional Phase 600 services will be provided upon instruction from the City. Perform or provide the following Forcemain Bidding & Negotiation tasks and associated deliverables:

### Phase 600 – Redundant Forcemain - Bidding & Negotiation (Optional)

- 610 Project Management
- 612 Project Manual Reproduction
- 620 Pre-bid Conference Scheduling & Agenda
- 622 Administer Pre-Bid Conference
- 624 Respond to Bidder Questions
- 626 Prepare & Distribute Addenda
- 628 Administer Bid Opening
- 630 HDD Contractor Qualification Submittal Evaluation
- 632 GC Proposed Subcontractor Screening
- 634 Bid Review & Award Recommendations
- 640 Prepare/Reproduce/Deliver Executed Documents
- 650 Preliminary Contractor Schedule, Submittal Register & Wage Rate Review
- 652 Preliminary Substitution Request Review
- 660 Pre-construction Conference Scheduling & Agenda
- 662 Administer Pre-construction Conference



Deliverables: Bid Documents; Pre-bid Conference Agenda; Addenda; HDD Contractor Qualification Review & Subcontractor Screening Summary; Bid Tabulations & Award Recommendations; Contractor Submittal Review Records; Executed Documents; Pre-construction Conference Agenda

Estimated Fees: \$55,695

### **PHASE 700 - 6th STREET PUMP STATION IMPROVEMENTS - BIDDING & NEGOTIATION - OPTIONAL SERVICES**

Bidding and Negotiation services for construction of the 6<sup>th</sup> Street Pump Station improvements reflect serving as the primary administrator and records manager for all engineering and coordination activities from the first bid advertisement date through the Pre-construction conference. Optional Phase 700 services will be provided upon instruction from the City.

Perform or provide the following Pump Station Bidding & Negotiation tasks and associated deliverables:

#### Phase 700 - 6<sup>th</sup> St. Pump Station Improvements Bidding & Negotiation (Optional)

- 710 Project Management
- 712 Project Manual Reproduction
- 720 Pre-bid Conference Scheduling & Agenda
- 722 Administer Pre-Bid Conference
- 724 Respond to Bidder Questions
- 726 Prepare & Distribute Addenda
- 728 Administer Bid Opening
- 730 General Contractor & Subcontractor Screening
- 732 Bid Form & Bid Alternate Review & Award Recommendations
- 740 Prepare/Reproduce/Deliver Executed Documents
- 750 Preliminary Contractor Schedule, Submittal Register & Wage Rate Review
- 752 Preliminary Substitution Request Review
- 760 Pre-construction Conference Scheduling & Agenda
- 762 Administer Pre-construction Conference

Deliverables: Bid Documents; Pre-bid Conference Agenda; Addenda; General Contractor & Subcontractor Screening Summary; Bid Tabulations & Award Recommendations including Bid Alternates; Contractor Submittal Review Records; Executed Documents; Pre-construction Conference Agenda

Estimated Fees: \$52,437

### **PHASE 900 – MISCELLANEOUS ENGINEERING SERVICES**

#### Phase 900 – Miscellaneous Engineering Services

- 920 Miscellaneous Phase 200 – Preliminary Design Services
- 930 Miscellaneous Phase 300 – GC/CM Procurement Support Services
- 940 Miscellaneous Phase 400 – Final Design Services
- 950 Miscellaneous Phase 500 – GC/CM Guaranteed Maximum Price Support Services
- 960 Miscellaneous Phase 600 & 700 – Bidding & Negotiation Services

Estimated Fees: \$60,000

**FEE ESTIMATE SUMMARY:**

Phase 200 – Preliminary Design .....	\$651,626
Phase 400 – Final Design .....	\$504,392
Phase 600 – Redundant Forcemain - Bidding & Negotiation.....	\$55,695
Phase 700 – 6th St. Pump Station Improvements - Bidding & Negotiation .....	\$52,437
Phase 900 – Miscellaneous Engineering Services .....	<u>\$60,000</u>
 Estimated Fee for Administration, Design, Bidding & Misc. Services.....	 \$1,324,150
 Phase 300 – GC/CM Procurement Support .....	 \$48,376
Phase 500 – GC/CM Guaranteed Maximum Price (GMP) Support .....	<u>\$41,794</u>
 Estimated Fee for GC/CM Support Services .....	 \$90,170

**CLARIFICATIONS & DISCLAIMERS**

1. Pipe exposure activities include contractor equipment, labor, insurance, etc. for excavation, shoring, dewatering, backfill, compaction, topsoil/sod, irrigation restoration, and miscellaneous cleanup.
2. Soil and groundwater conditions at the Lift Station site will be recorded during Task 226 - Pump Station Potholing & Pipe Condition Investigation.
3. Code analysis and project design will comply with City Building Permit and MDEQ standards. National codes and regulatory standards beyond those applicable to the specified lift station improvements and new forcemain installation will not be evaluated.
4. City will provide hydrovac excavation to locate forcemain pipe at two locations adjacent to Lift Station No. 1 and critical utility conflicts along the trenched pipe alignment.
5. Fee estimate includes employing a contractor to provide traffic control for barge assembly/disassembly, crane mobilization/demobilization and Missouri River ingress and egress of drill rig and miscellaneous materials. River Drive will likely require a temporary closure and traffic detour for barge panel unloading and loading, at minimum. No other vehicle or pedestrian traffic impacts are anticipated.
6. Drone imagery of the trenched pipe and HDD staging areas will be collected to record current surface appearance for Construction Drawing background reference.
7. Lift Station No. 1 professional services are limited to facilities identified in the 6th Street Pump Station Component Inspection Summary (Exhibit D) as Priority 1, 2 or 3. In the event unforeseen deficiencies, Owner requests or other justification necessitates engineering services associated with improvements not identified in Exhibit D, the City will be notified immediately.
8. Engineering budget provides for design of Lift Station No. 1 forcemain connection inside the building.
9. Veolia will install pressure gauges at each pump. Veolia will operate pumps and assist with reading flow measurements from independent meters. Engineer will record pressure gauge readings concurrent with measured flows.
10. City/Veolia will provide product literature and if available, contact information for Lift Station No. 15 multi-rake mechanical bar screen and screenings press equipment identified as a preferred system.
11. Fee estimates include floodplain permit fees associated with geotechnical drilling and pipeline construction. City Building Permit, State of MT ROW Easement Application, MDEQ review costs, if any, and any other agency, private utility or access charges shall be paid by the City.
12. Legal survey does not include resetting missing property boundary monuments.

# EXHIBIT B



## 2021/2022 GREAT FALLS RATE SCHEDULE

### Fee Compensation

TD&H's hourly billing rates for are provided in the adjacent table. We invoice for services rendered to a project to the nearest half hour.

Direct project costs will be invoiced at cost plus 10%. Examples of these costs include airfare, ground transportation, lodging, meals, shipping and express mail, outside reproduction services, and other direct costs required for the project.

Outside contract services including subconsultants, subcontractors and drilling services will be invoiced at cost plus 10% to cover additional insurance and administrative fees.

	DESCRIPTION	HOURLY RATE
AA	Administrative Assistant	\$68.00
AM	Administrative Manager	\$101.00
GA	Grant Administrator	\$92.00
LS1	Surveyor's Assistant	\$73.00
LS2	Surveyor	\$85.00
LS3	Survey Party Chief	\$100.00
LS4	Project Surveyor	\$109.00
LS5	Registered Land Surveyor	\$131.00
IH1	Industrial Hygiene Technician I	\$80.00
IH2	Industrial Hygiene Technician II	\$104.00
ENV5	Environmental Scientist	\$113.42
LT1	Lab Technician I	\$70.00
LT2	Lab Technician II	\$80.00
CR1	Construction Representative I	\$96.00
CR2	Construction Representative II	\$114.00
CM	Construction Manager	\$121.90
RPR3	Resident Project Representative III	\$121.90
RPRSR	Resident Project Representative Sr.	\$165.36
LA	Landscape Architect	\$122.00
LP	Land Planner	\$154.00
CLS	CMT Lab Supervisor	\$117.00
CD1	CAD Designer I	\$81.00
CD2	CAD Designer II	\$104.00
CD3	CAD Manager	\$117.00
GC	GIS/CAD Specialist	\$95.00
ET	Engineering Technician	\$111.00
E1	Engineer I	\$104.00
E2	Engineer II	\$113.00
E3	Engineer III	\$131.00
E4	Engineer IV	\$149.00
E5	Engineer V	\$171.00
E6	Engineer VI	\$186.00
P	Principal	\$224.00
DCT	Deposition & Court Testimony	\$364.00

DIRECT REIMBURSABLES			
Vehicle Use: Passenger Vehicle Mileage	\$0.70/mile	Survey – Robotic Total Station	
Heavy Duty Vehicle Mileage:	\$1.00/mile	Hourly Rate:	\$30.00
Survey – Global Positioning		Survey – Total Station with Data Collector	
Monthly:	\$5,000.00	Monthly Rate:	\$1,200.00
Weekly Rate:	\$1,650.00	Weekly Rate:	\$320.00
Daily Rate:	\$500.00	Daily Rate:	\$100.00
Hourly Rate:	\$80.00	Hourly Rate:	\$20.00
Minimum Charge	\$160.00	CAD Plotter (In-house)	
Reproduction		Xerox; Black and White	\$0.30/SF
Color Laser Printing	\$0.70/page	Bond	\$0.90/SF
Copy Machine	\$0.10/page	Mylar	\$3.00/SF

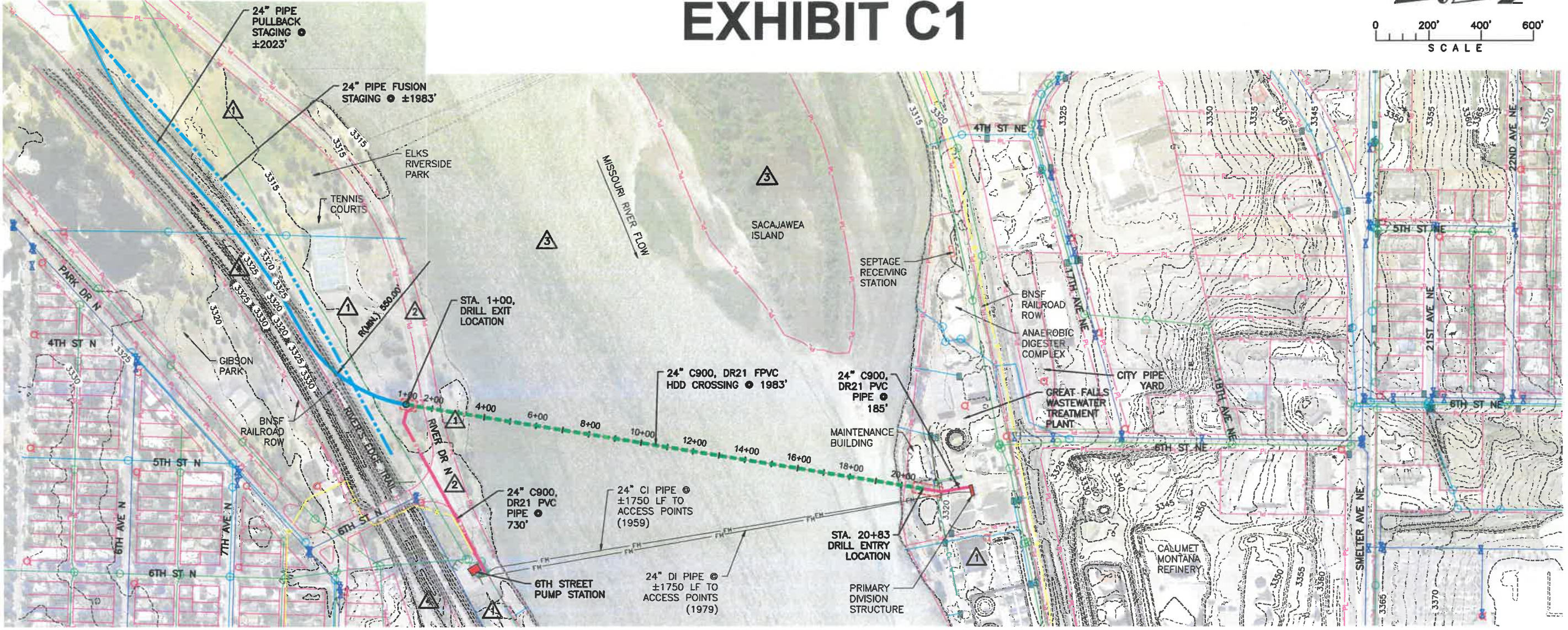
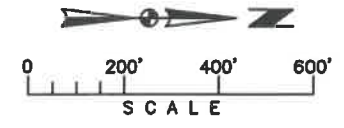
NOTES: 1) Construction Materials Testing per Separate Fee Schedule. \*See Materials Testing Fee Schedule for Additional Information

2) Overtime work (above 40 hours per week, or weekends) increase hourly rates by 25%, or per quotation.

3) Annual rate adjustments occur in January of each year and typically range from 3% to 4%.



# EXHIBIT C1



NOT FOR CONSTRUCTION

REV	DATE	REVISION



DRAWN BY: MWC  
 DESIGNED BY: DDN  
 QUALITY CHECK: DDN  
 DATE: 04.27.2021  
 JOB NO. 20-134  
 FIELDBOOK

CITY OF GREAT FALLS SEWAGE LIFT STATION NO.1 SUPPLEMENTAL FORCEMAIN  
 GREAT FALLS, MONTANA O.F. 1758.0  
**RECOMMENDED FORCEMAIN CROSSING**  
**ALTERNATIVE 1C - HDD CENTRAL CROSSING**

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### LEGEND

- FIRE HYDRANT INLET
- SEWER MANHOLE
- STORM DRAIN MANHOLE
- WATER VALVE
- PROPERTY LINE
- ELECTRICAL LINE
- CHLORINE LINE
- FORCEMAIN
- GAS MAIN
- GRAVITY SEWER
- STORM DRAIN
- UNDERGROUND ELECTRICAL
- WATER LINE
- NEW HDD FORCEMAIN
- NEW OPEN TRENCH FORCEMAIN
- FORCEMAIN TERMINATION STRUCTURE
- HDD EQUIPMENT STAGING AREA

### PROPERTY OWNERSHIP/ MANAGEMENT KEY

- CITY OF GREAT FALLS (COGF)
- COGF RIGHT-OF-WAY (R/W)
- STATE OF MONTANA
- BURLINGTON NORTHERN SANTA FE RAILROAD (BNSF)

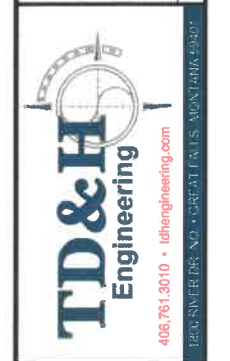






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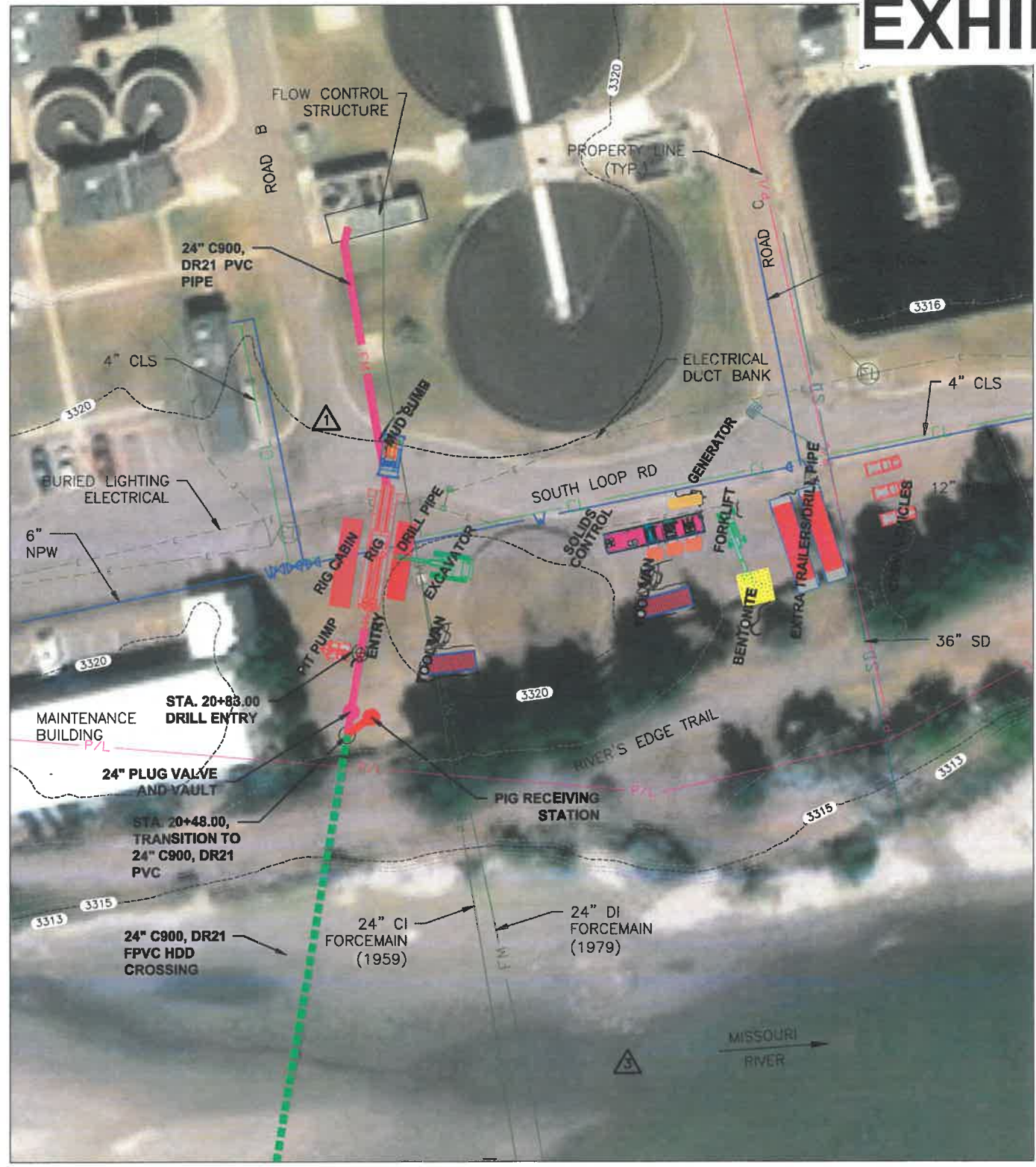
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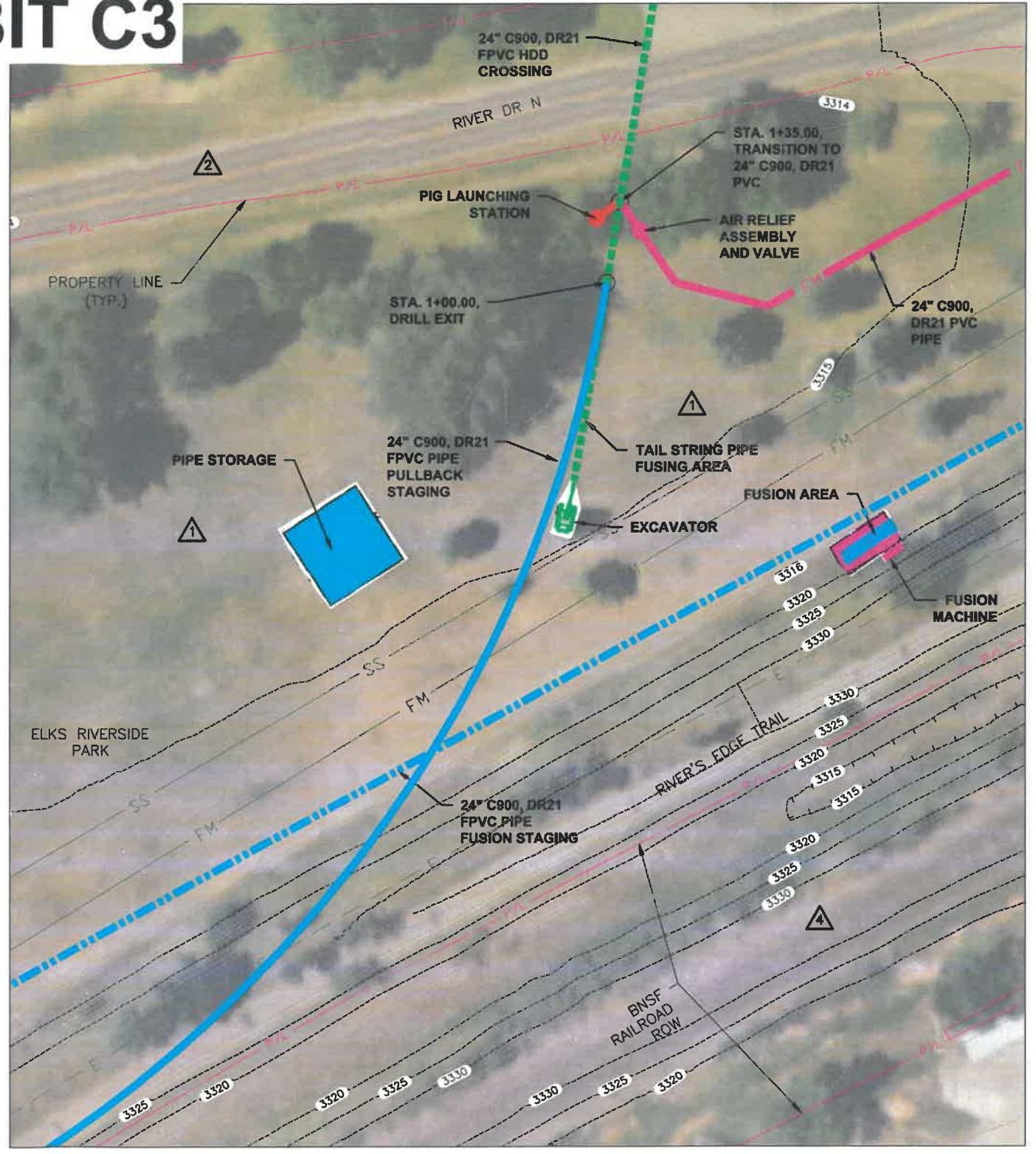
DRAWN BY: MWC  
 DESIGNED BY: DDN  
 QUALITY CHECK: DDN  
 DATE: 04.27.2021  
 JOB NO.: 20-134  
 FIELDBOOK

CITY OF GREAT FALLS SEWAGE LIFT STATION NO.1 SUPPLEMENTAL FORCEMAIN  
 GREAT FALLS, MONTANA O.F. 1758.0  
 RIVER CROSSING ALTERNATIVE 1C  
 EQUIPMENT STAGING EXPANDED PLANS

# EXHIBIT C3



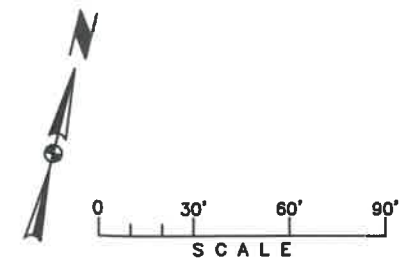
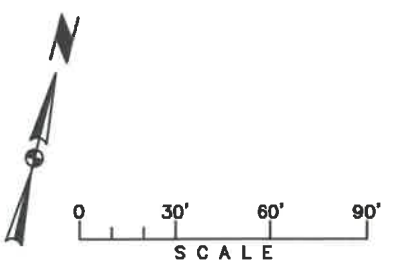
ALTERNATIVE 1C - HDD EQUIPMENT STAGING EXPANDED PLAN (ENTRY SIDE)



ALTERNATIVE 1C - HDD EQUIPMENT STAGING EXPANDED PLAN (EXIT SIDE)

**PROPERTY OWNERSHIP/ MANAGEMENT KEY**

- 1 CITY OF GREAT FALLS (COGF)
- 2 COGF RIGHT-OF-WAY (R/W)
- 3 STATE OF MONTANA
- 4 BURLINGTON NORTHERN SANTA FE RAILROAD (BNSF)



**LEGEND**

	FIRE HYDRANT INLET
	SEWER MANHOLE
	STORM DRAIN MANHOLE
	WATER VALVE
	PROPERTY LINE
	ELECTRICAL LINE
	CHLORINE LINE
	FORCEMAIN
	GAS MAIN
	GRAVITY SEWER
	STORM DRAIN
	UNDERGROUD ELECTRICAL
	WATER LINE
	NEW HDD FORCEMAIN
	NEW OPEN TRENCH FORCEMAIN

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**EXHIBIT D**

**6th St Pump Station - Component Inspection Summary & Detailed Scope of Design Activities**

ID / Tag #	Component Description	Apparent Condition			Priority	Comments	Component or Improvement Design Limitations
		Poor	Fair	Good			
P-0101 - P-0301 / LA01 - LA03	Stormwater Pumps #1 - 3			X	4	Installed in 1975; operating well; impeller in #2 replaced at one time; grease lines in wet well have corroded off & Veolia has indicated they may have to pull pumps to repair.	NOT APPLICABLE
P-0401 - P-0701 / LA04 - LA07	Wastewater Pumps #4 - 7		X		4	Installed in 1956; pumps have been rebuilt several times; pumps are aging; Pump #4 shaft and seal failed after inspection; <b>Veolia repaired both shaft and seal on Pump #4.</b>	NOT APPLICABLE
LA01C - LA03C	Air Ball Check Valve #1 - 3		X		3	Air Ball Check Valve #2 was rebuilt, however it was still leaking back through the pump; Veolia has indicated they adjusted the valve actuator linkage to get the valve to close fully which appears to have helped, but are unsure until they get access inside again ( <b>haven't been back inside the wet well</b> ); Air lines blew out condensate.	REPLACE AIR BALL CHECK VALVE #2 – BID ALTERNATE
-	Check Valve #4			X	4	Recently replaced; operation well.	NOT APPLICABLE
-	Check Valve #5 - 7			X	4	Check Valve #5 leaks resulting in a drawdown at the division structure if pumps are not operating; others are likely in poor condition as well; <b>Check valves #5 - #7 have all been replaced in 2021 by Veolia.</b>	NOT APPLICABLE
-	Plug Valve #4 - 7		X		3	Plug valves are aging, however acceptably seat and seal. <b>Hard to turn.</b>	REPLACE FOUR (4) PLUG VALVES, ONE EACH @ WW PUMP Nos. 4-7, WITH IDENTICAL SIZED & CONFIGURED UNITS – BID ALTERNATE
-	Slide Gates	X	X		1	Operated on preventative maintenance schedule; gates in wet well vary in condition with some indicating significant signs of corrosion; Veolia to investigate seal and operation further to see if any warrant corrective maintenance. <b>Three gates (gate in the dry well, gate in the NE corner of Barscreen room, and bypass gate to the Missouri River) should be replaced as they are extremely difficult to turn, if not impossible. Unsure of how well the other gates actually seat.</b>	REPLACE THREE (3) GATE VALVES: 1 @ DRY-WELL, 1 @ NE CORNER OF BARSCREEN ROOM & BYPASS GATE TO THE MISSOURI RIVER.
LA13	Mechanical Bar Screen		X		1	Operating acceptably; safety concerns during repairs; desirable to replace existing 5/8" screen with 3/8" screen. <b>Similar compactor as LS #15 where it is a multi-rake unit and screenings press.</b>	REPLACE EXISTING 5/8" SCREEN WITH 3/8" SCREEN. REPLACEMENT EQUIPMENT SHALL MATCH LS #15 DESIGN, INCLUDING A MULTI-RAKE UNIT AND SCREENINGS PRESS.
-	Manual Bar Screen		X		4	Operating as intended; inspection showed debris accumulation. Ideally it should be replaced with a mechanical bar screen. Safety concern with having to manually rake the screenings.	NOT APPLICABLE
LA12	PLC & Controls Center			X	4	Replaced 6 - 7 years ago; working well.	NOT APPLICABLE
LIT-1201 / LIT-3201	Ultrasonic Level Detectors		X	X	3	Operates as intended; two control panels and transducers provide redundancy; will run pumps if control center fails; one replaced fairly recently but the other is aging ( <b>should be replaced</b> ).	REPLACE ULTRASONIC LEVEL DETECTOR COMPONENT PANEL & CHANNEL TRANSDUCER – BID ALTERNATE
LA04B / LA05B	Variable Frequency Drives (VFD's) for Wastewater Pumps #4 and #5	X		X	1	Wastewater Pump #4 VFD is original and is recommended for replacement. Wastewater Pump #5's VFD replaced recently;	REPLACE WASTEWATER PUMP #4 VFD
LA09 / LA10	Air Compressors		X		3	Operate acceptably; air dryer has failed; condensate in lines; a leak in one of the lines causes the compressors to cycle on regularly. <b>Air dryer needs to be replaced. Veolia will check for air leaks and repair as needed.</b>	NOT APPLICABLE. Russ B. email_11-24-21
LA24	Gas Monitor			X	4	Air Pump replaced recently; operates as intended.	NOT APPLICABLE
LA08	Sump Pump		X		4	Operates as intended; repairs or replacement can be easily managed. <b>Not an issue.</b>	NOT APPLICABLE
F-2 / LA18	Wet Well Exhaust Fan (Center of Pump Room on Vent to Roof)		X		HVAC	Replaced recently; operating acceptably. <b>Fiberglass tube needs to be cleaned and inspected. Veolia will check to see if it needs replaced.</b>	Study results may be required by CoGF Planning & Community Development with building permit application, Mechanical/Gas section.
F-3 / LA16	Wet Well Supply Fan (SE side of Pump Room)			X	HVAC	Manually controlled. <b>No issues.</b>	Study results may be required by CoGF Planning & Community Development with building permit application, Mechanical/Gas section.
F-4 / LA20	Cooling Fan (NE side of Pump Room)	X			HVAC	Failed; motor control removed from MCC; not maintained due to inaccessibility. <b>Hasn't been used in years; safety concern with accessibility.</b>	Study results may be required by CoGF Planning & Community Development with building permit application, Mechanical/Gas section.
F-5 / LA21	Cooling Fan (NW side of Pump Room)			X	HVAC	Manually controlled; rarely used; Intake louvers are boarded up. <b>Louvers need to be updated.</b>	Study results may be required by CoGF Planning & Community Development with building permit application, Mechanical/Gas section.
F-6 / LA17	Ventilation Fan (Pump Room, Lower Level Duct Work)			X	HVAC	Operates as intended, however, duct work is in poor condition. Most of it can be removed as it is not used. <b>HVAC study to determine what is required and what is not.</b>	Study results may be required by CoGF Planning & Community Development with building permit application, Mechanical/Gas section.
F-7	Ventilation Fan (NE side of Barscreen Room)		X		1	Pulls air from main building into barscreen room; opening does not meet IBC requirements because of the opening to an explosive environment. <b>Safety requirement that will have to be addressed.</b>	REMOVE VENTILATION FAN FROM INTERIOR WALL AND BLOCK FILL ROUGH OPENING. INSTALL NEW INTRINSICALLY SAFE UNIT HEATER & THERMOSTAT IN BAR SCREEN ROOM
UH-1 / LA19	Heating Unit (NW side of Pump Room)		X		4	Unit replaced a roof mounted unit at one point in time; operates as intended.	NOT APPLICABLE
LA01A - LA03A	Stormwater Pump Motors #1 - 3		X		4	Operating well; bearings replaced in the 1980's; all phases were balanced indicating motor windings are in good condition.	NOT APPLICABLE
LA04A - LA07A	Wastewater Pump Motors #4 - 7			X	4	Operating well; #4, #5, #6, & #7 have all been replaced and/or rebuilt several times; all phases were balanced indicating motor windings are in good condition.	NOT APPLICABLE



### EXHIBIT D

#### 6th St Pump Station - Component Inspection Summary & Detailed Scope of Design Activities

ID / Tag #	Component Description	Apparent Condition			Priority	Comments	Component or Improvement Design Limitations
		Poor	Fair	Good			
LA15	Motor Control Center / Main Switchboard			X	1	Good condition, however, new parts are obsolete; used or rebuilt parts can still be located. <b>Transfer switch needs to be updated as older parts are impossible to obtain.</b>	REPLACE TRANSFER SWITCH
-	Interior Lighting		X		3	Mixture of original halide lamps and retrofit LED lamps in original fixtures; halides have not been replaced due to inaccessibility; Halide replacement with LEDs could result in early payback and rebates while eliminating the illumination delays; <b>also recommend occupancy sensors to alleviate lights accidentally being left on.</b>	REPLACE HALIDE LAMPS WITH LED'S. INSTALL OCCUPANCY SENSORS TO ALLEVIATE POWER USE WHEN LIGHTS INADVERTENTLY LEFT ON – BID ALTERNATE
-	Roof Structure	X		X	3	New EPDM membrane installed approximately 10 years ago; one roof drain on north lower roof is blocked with debris; damaged roof mounted ladder and anchor; recommend roof drain and ladder repairs. <b>Ladder repairs have been completed by Veolia.</b>	EXPOSE ROOF DRAIN AND REPAIR DAMAGED EPDM MEMBRANE MATERIAL – BID ALTERNATE
-	Interior Structural General	X		X	1	One anchor bolt for Pump #6 has failed, recommend replacement per structural engineer guidance. <b>Needs to be repaired to prevent pump from coming loose from the base.</b>	REPLACE SHEARED PUMP #6 BASE ANCHOR BOLT.
-	Walls & Foundation Structural	X	X		1	1975 wall addition interface leaks groundwater into backflow prevention (air gap) room; recommend repairing by pressure injection grouting at the visible crack/interface per column (west side of structure) spill should be evaluated and repaired.	REPAIR 1975 ADDITION EAST FOUNDATION WALL TO PREVENT GROUNDWATER INFILTRATION.
-	Exterior Division Box and Vaults		X		1	Concrete spalling and delaminating along corners and edges of cover slab; top surface sounded hollow which may indicate weakly adhered surface layer of concrete; stairs are corroded and appear to be unsafe; slide gate shows significant signs of corrosion; concrete pipe penetration showing signs of minor degradation. <b>NW Hatch should be replaced with a lighter weight one.</b>	ADDRESS CONCRETE DEFICIENCIES IDENTIFIED IN THE FEASIBILITY REPORT AND INSTALL A NEW HATCH
-	Wet Wells (From Veolia Report)		X		1	Concrete in pretty good condition; steps are rusted yet acceptable; slide gates show signs of corrosion; vertical pump columns have some surficial rust and grease lines are corroded.	ENGINEER TO INSPECT, IDENTIFY CRITICAL DEFICIENCIES & DESIGN APPROPRIATE REPAIRS
-	Floor Drains	X			1	Floor drains are clogged. <b>Veolia has tried on several occasions to clear the obstructions but was unsuccessful. If water were to flood the basement and could not drain this would be a safety issue.</b>	REPLACE FLOOR DRAIN FIXTURES & DRAIN PIPING IN LOWER LEVEL PUMP ROOM
-	Roll-up Door		X		3	Replace doors to the barscreen room with a roll-up door. The current doors are in fair condition but are beat up from pushing out dumpsters and a roll-up door with bumpers on the sidewalls would alleviate that.	REPLACE DOUBLE DOORS TO THE BARSCREEN ROOM WITH A ROLL-UP DOOR – BID ALTERNATE
-	Asphalt repair		X		3	The asphalt driveway has sunk in a couple of spots and created a hazard.	REPAIR ASPHALT DRIVEWAY – BID ALTERNATE
-	Interior Painting		X		3	The interior walls and all equipment could use a new coat of paint that coincides with plant specifications. Exterior doors could be painted blue to match the doors at the treatment plant.	FIELD INVENTORY OF STRUCTURE, EQUIPMENT, PIPING, ETC. IN ALL OPERATING SPACE TO IDENTIFY COATING REQUIREMENTS. IMPLEMENT RECOATING DESIGN IN ACCORDANCE w/WWTP SPECIFICATIONS (TO BE PROVIDED BY OWNER). RECOAT EXISTING AND REPLACE ROLL UP DOOR "BLUE" TO MATCH WWTP - BID ALTERNATE
-	Potable Water Line	X			2	Potable water supply line & associated valving needs to be replaced; all of it is in very poor condition; can't totally isolate the line.	BUILDING INTERIOR ONLY – REPLACE POTABLE WATER SUPPLY LINE & ASSOCIATED VALVING. INCORPORATE ADDITIONAL VALVING TO PROVIDE SYSTEM ISOLATION VALVING.

Priority 1: Must replace now!

Priority 2: Should be replaced.

Priority 3: Nice to have done.

Priority 4: Fine as is.

HVAC: Study should be performed.



Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Application for FEMA, Assistance to Firefighters Grant, for Aerial Apparatus

**From:** Jeremy M. Jones, Fire Chief

**Initiated By:** Jeremy M. Jones, Fire Chief

**Presented By:** Jeremy M. Jones, Fire Chief

**Action Requested:** Approve Application Submission to FEMA for New Aerial Apparatus for Great Falls Fire Rescue and the City of Great Falls.

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (approve/not approve) an application to the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters Grant (AFG) for a new 107’ Quint Aerial Apparatus.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Staff Recommendation:** Staff recommends that the City Commission approve the application submission to the Federal Emergency Management Agency through the Assistance to Firefighters Grant for a new 107’ Quint Aerial Apparatus for a total of \$1,350,000.00.

**Summary:** Great Falls Fire Rescue would like to apply for a FEMA/AFG that will pay 90% or \$1,227,272.73 of the total cost of a new 107’ Quint Aerial Apparatus. Currently the City of Great Falls and Great Falls Fire Rescue has a 1996 HME 75’ Quint apparatus has surpassed the end of its service life. NFPA 1911, Annex D, *Guidelines for First-Line and Reserve Fire Apparatus*, states that “Apparatus that was not manufactured to the applicable NFPA fire apparatus standards or that is over 25 years old should be replaced.” If successful in being awarded the grant, the City’s 10% AFG match is \$122,727.27. This match would come from Central Garage reserves.

**Background:** The City of Great Falls currently has two aerial apparatus in its fleet of emergency response vehicles. The first is a 2009 Pierce 100’ Platform aerial apparatus that is a tandem axle apparatus meant to be staffed as part of the first due response to structure fires within the City of Great Falls. Because of limited staffing resources in the Fire Department, this apparatus is cross staffed with an Engine Company and is housed at Fire Station 2. Due to the size and maneuverability of this apparatus, it is not desirable to have this apparatus be an “all Hazards” first due response unit in an outside district.

The second aerial apparatus is a 1996 HME 75' Quint. This unit has had a long history of mechanical and structural deficiencies and has routinely been unavailable for service. Due to the unreliability of this apparatus, it has been placed in service only when the other apparatus is undergoing maintenance. This apparatus has been sent back to the factory for frame repairs and consistently has structural failures to its suspension system. Not having this apparatus available limits our response capabilities for fire alarm calls in the City.

**Significant Impacts.** Per NFPA 1911 Annex D, the City of Great Falls 75' HME Quint has surpassed its expected service life for the community. Currently there is no funding mechanism to replace this apparatus through capital projects program or equipment revolving schedule.

**Fiscal Impact:** The cost of a new 107' Aerial apparatus is \$1,300,000. New equipment to be placed onto the aerial is \$50,000.00 for a total cost of \$1,350,000.00. The Assistance to Firefighters Grant shall pay 90% of the cost or \$1,227,272.73 and per the grant agreement; the City shall pay a 10% match of the total cost or \$122,727.27. This match will come from the Central Garage reserves.

**Alternatives:** Reject the application and find other avenues to replace obsolete apparatus.

**Concurrences:** Public Works Central Garage

**Attachments/Exhibits:** The Assistance to Firefighter Grant application No. EMW-2021-FG-05801.

## System for Award Management (SAM.gov) profile

Please identify your organization to be associated with this application.

All organization information in this section will come from the System for Award Management (SAM) profile for that organization.

### CITY OF GREAT FALLS

Information current from SAM.gov as of:	<b>12/10/2021</b>
UEI-EFT:	<b>MD9MA1227F25</b>
DUNS (includes DUNS+4):	<b>060267093</b>
Employer Identification Number (EIN):	<b>816001269</b>
Organization legal name:	<b>CITY OF GREAT FALLS</b>
Organization (doing business as) name:	
Mailing address:	<b>PO BOX 5021 GREAT FALLS, MT 59403-5021</b>
Physical address:	<b>2 PARK DR S ROOM 104 GREAT FALLS, MT 59401-4006</b>
Is your organization delinquent on any federal debt?	<b>N</b>
SAM.gov registration status:	<b>Active as of 09/12/2021</b>

✓ We have reviewed our bank account information on our SAM.gov profile to ensure it is up to date

## Applicant information

Please provide the following additional information about the applicant.

Applicant name	<b>Great Falls Fire Rescue</b>
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### Main address of location impacted by this grant

Main address 1	<b>105 9th St S</b>
Main address 2	
City	<b>Great Falls</b>
State/territory	<b>MT</b>

Zip code

59401

Zip extension

4006

In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?

Cascade

## Applicant characteristics

The Assistance to Firefighters Grants Program's objective is to provide funding directly to fire departments and nonaffiliated EMS organizations or a State Fire Training Academy for the purpose of protecting the health and safety of the public and first responder personnel against fire and fire-related hazards. Please review the Notice of Funding Opportunity Announcement (NOFO) for information on available program areas and for more information on the evaluation process and conditions of award.

Please provide the following additional information about the applicant.

Applicant type:

Fire Department/Fire District

Is this grant application a regional request? A regional request provides a direct regional and/or local benefit beyond your organization. You may apply for a regional request on behalf of your organization and any number of other participating eligible organizations within your region. **No**

What kind of organization do you represent?

All Paid/Career

How many active firefighters does your department have who perform firefighting duties? **64**

How many of your active firefighters are trained to the level of Firefighter I or equivalent? **64**

How many of your active firefighters are trained to the level of Firefighter II or equivalent? **64**

Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001? **No**

Which of the following standards does your organization meet regarding physicals? If physicals are not required then do not select any option. (optional)

NFPA 1001 or 1002 standard

NFPA 1005B or 1001 standard

None of the above standard

How many members in your department are trained to the level of EMR or EMT, Advanced EMT or Paramedic? **64**

Does your department have a Community Paramedic program? **No**

How many stations are operated by your department? **4**

Does your organization protect critical infrastructure of the state? **Yes**

Please describe the critical infrastructure protected below.

**The critical infrastructure are the systems and assets that are vital to our ability to function and maintain our economic stability. Great Falls Fire Rescue is responsible for protecting a wide variety of critical infrastructures. Among these protected infrastructures are: Great Falls International Airport, a commercial service airport serving Great Falls and the surrounding community, which includes the airfield, terminal, general aviation, commercial and noncommercial activities, airport and airline maintenance and support facilities. FedEx occupies a 78,000 square foot facility at the airport serving the entire state. There are two fixed base operators who provide fuel and aircraft maintenance and repair. ADF International is a steel manufacturing company providing construction services such as erection of structural steel and occupying an 80,000 square foot shop. Burlington Northern Santa Fe (BNSF) Railway is the primary operator of railroads in North Central Montana and has a major rail yard in the City of Great Falls. Incoming manufactured products and lumber are moved by rail. Montana Specialty Mills is a crush plant and refinery focused on processing oilseeds. This plant loads product into railcars, bulk truck, totes and drums. General Mills Operations specializes in grain processing and operates multiple grain elevators. Pasta Montana operates a part of the Other Food Manufacturing Industry. Montana Egg is a 58,000 square foot egg grading facility that processes more than 280 million eggs annually. Malmstrom Air Force Base and the Montana Air National Guard are military installations that flank the City, connecting to City boundaries on the East and West ends of Great Falls. These military bases employ thousands of people and house the 819th Red HORSE Squadron and 341st Missile**

**Wing. Nuclear material and weapons are maintained on base and frequently moved through our community as part of their mission. Benefis Health System provides critical care, is the home base for Mercy Flight Air Ambulance and is the Level II Trauma Center, serving about 230,000 residents in a 14-county region. Great Falls Clinic is a 20 bed hospital that provides short term acute care among other clinical services. Great Falls also plays host to three hydroelectric dams and multiple wind generation facilities that provide power for all critical infrastructure. Calumet Montana Refining oil refinery is located in Great Falls with a capacity of 30,000 bpd with a feedstock of Canadian heavy crude oil product delivery involves tank truck and railcar. The City of Great Falls operates a water treatment plant with an onsite water testing lab. There are seven storage facilities in the distribution system with a capacity of over 12 million gallons.**

Do you currently report to the National Fire Incident Reporting System (NFIRS)? You will be required to report to NFIRS for the entire period of the grant. **Yes**

Please enter your FDIN/FDID. **02001**

Do you offer live fire training? **Yes**

What is the total number of live fire training exercises conducted per year on average? **5**

## Operating budget

What is your organizations operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) dedicated to expenditures for day-to-day activities for the current (at time of application) fiscal year, as well as the previous two fiscal years?

Current fiscal year: **2022**

<b>Fiscal Year</b>	<b>Operating budget</b>
2022	\$9,461,104.00
2021	\$9,429,758.00
2020	\$9,359,271.00

What percentage of the declared operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)? **82**

Does your department have any rainy day reserves, emergency funds, or capital outlay? **No**

<b>What percentage of the declared operating budget is derived from the following</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
Taxes	100	100	100
Bond issues	0	0	0
EMS billing	0	0	0
Grants	0	0	0
Donations	0	0	0
Fund drives	0	0	0
Fee for service	0	0	0
Other	0	0	0
<b>Totals</b>	<b>100 %</b>	<b>100 %</b>	<b>100 %</b>

Describe your financial need and how consistent it is with the intent of the AFG Program. Include details describing your organization's financial distress such as summarizing budget constraints, unsuccessful

**Where does our funding come from and how is it spent? For Fiscal Year 2022, Great Falls Fire Rescue's (GFFR) overall budget appropriation was \$10,144,215, of which 93% or \$9,461,104 is dedicated to Fire Operations. The remaining 7% is**



attempts to secure other funding, and proving the financial distress is out of your control.

**dedicated to Fire Prevention (5%), Emergency and Disaster Services (1%) and Fire Debt Services (1%). Personal Services - costs relating to salaries, wages and benefits makes up 81.6% or \$7,716,927 of the Fire Operations Budget. FY21 Fire Operations budget was \$9,429,758 of which 81.9% or \$7,716,025 consisted of Personal Service. This has remained consistent for FY20 and FY20 as well. GFFR's budget has not seen an increase to support enhanced Fire Operations in years. In 2021, GFFR absorbed the cost of employing 1FTE for Emergency Management for the City after the position had been vacant for several years and COVID highlighted the need for the position within the City. This position is funded through Fire Operations, which comes at the cost of fire fighter position. This results in an increase to the workload of firefighters engaging in response activities. Financial Stressors: Similar to other states, Montana's legislature enacted a cap on cities' tax increases, limiting any increases to a rate that equals half the rate of inflation. As a result, most city budgets have struggled throughout our state; Given already-low property tax values, compared to the State and national averages, our city has fought to keep up with necessary operating costs.; This is compounded by additional multi-million-dollar debt resulting from the collapse of an area power generating corporation and an ensuing lawsuit, for which the City was held partially liable. A debt of \$11 million resulted from that collapse, which in turn had a negative impact on all City Departments, including GFFR; GFFR has been and is currently unable to accept any financial contributions. Efforts are being made to create a Fire Department Foundation, though this will take time to become fully established and operational; COVID has increased struggles with local business and workers battling to meet day-to-day financial needs due to impacts from the ongoing pandemic; and GFFR is not an income generating Fire Department. Other attempts to fund department needs: GFFR requested a public safety mill levy increase in order to help hire and retain additional firefighters. Given the national recession compounded by local economic struggles, the people of our City voted the levy increase down; and A Fire Department**

**Foundation is in the infancy stage of being set up. With the impact of financial stressors and the budget GFFR operates within, acquisition of new equipment, vehicles, and PPE such as SCBA is not possible. This results in GFFR seeking the funding of these needs through grants.**

In cases of demonstrated economic hardship, and upon the request of the grant applicant, the FEMA Administrator may grant an Economic Hardship Waiver. Is it your organization's intent to apply for an Economic Hardship Waiver? **No**

### Other funding sources

This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant? **No**

This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose? **Yes**

Please provide an explanation for other funding sources in the space provided below.

**Exercise Equipment (FY20 AFG); CRR Connect Platform & Fire/Arson Investigation Equipment (FY20 FP&S); Decon Equipment (FY19 AFG); Vehicle Extraction (FY18 AFG)**

### Applicant and community trends

**Please provide the following additional information about the applicant.**

<b>Injuries and fatalities</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	3	2	1
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	10	10	6
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	1	0	0
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	4	1	5
What is the total number of members with self-inflicted fatalities over the last three years?	0	0	0

How many vehicles does your organization have in each of the type or class of vehicle listed below? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.



**Seated riding positions**

The number of seated riding positions must be equal or greater than the total number of frontline and reserve apparatus. If there are zero frontline and zero reserve apparatus, the number of seated riding positions must be zero..

Type or class of vehicles	Number of frontline apparatus	Number of reserve apparatus	Number of seated riding positions
Engines or pumpers (pumping capacity of 750 gallons per minute (GPM) or greater and water capacity of 300 gallons or more): pumper, pumper/tanker, rescue/pumper, foam pumper, CAFS pumper, type I, type II engine urban interface.	4	3	28
Ambulances for transport and/or emergency response.	1	1	10
Tankers or tenders (water capacity of 1,000 gallons or more).	1	0	2
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	1	1	8
Brush/quick attack (pumping capacity of less than 750 GPM and water carrying capacity of at least 300 gallons): brush truck, patrol unit (pickup w/ skid unit), quick attack unit, mini-pumper, type III engine, type IV engine, type V engine, type VI engine, type VII engine.	1	0	2
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	1	0	4
Additional vehicles: EMS chase vehicle, air/light unit, rehab units, bomb unit, technical support (command, operational support/supply), hose tender, salvage truck, ARFF (aircraft rescue firefighting), command/mobile communications vehicle.	1	1	8

How many ALS Response vehicles are in your fleet? **8**

Is your department facing a new risk, expanding service to a new area, or experiencing an increased call volume? **Yes**

Please explain how your department is facing a new risk, expanding service to a new area, or experiencing **Great Falls Fire Rescue (GFFR) has been expanding our service area due to the volunteer**

an increased call volume.

**fire departments that we have Mutual Aid Agreements facing challenges with recruitment and retention of fire fighters. This shortage in personnel has decreased their ability to respond effectively to fires and other incidents, therefore requesting GFFR respond to expanding areas. 2021 GFFR established Auto Aid radius around the city that expanded first due response area from 26 square miles to 72 square miles for structure fires and auto extractions.**

## Community description

Please provide the following additional information about the community your organization serves.

Type of jurisdiction served	<b>City</b>
What type of community does your organization serve?	<b>Suburban</b>
What is the square mileage of your first due response zone/jurisdiction served?	<b>72</b>
What percentage of your primary response area is protected by hydrants?	<b>31</b>

<b>What percentage of your primary response area is for the following:</b>	<b>Percentage (must sum to 100%)</b>
Agriculture, wildland, open space, or undeveloped properties	25
Commercial and industrial purposes	25
Residential purposes	50
<b>Total</b>	<b>100</b>

What is the permanent resident population of your first due response zone/jurisdiction served? **62000**

Do you have a seasonal increase in population? **No**

Please describe your organization and/or community that you serve. **Great Falls Fire Rescue is a career fire and EMS department serving Great Falls, Montana, a city of 60,000 that can be considered both urban and**

rural. Encompassing a response and Auto-aid area of over 72 square miles, Great Falls' perimeter can be described as Urban/Wildland interface. Five rural, all-volunteer departments protecting the grasslands, croplands and open range that surround our city. Our ability to provide both mutual aid to surrounding volunteer departments and structural fire protection around the perimeters of our city is crucial. Comprised of 71 personnel, GFFR maintains four stations throughout our city. Each station staffs a three-person engine company, with a ladder/tower in one of the stations and a cross-staffed ambulance in another. Including a Battalion Chief in charge of each Platoon, our minimum manning is 13 personnel on-shift at any given time. Our personnel makeup one of six regional hazmat response teams throughout Montana. GFFR also provides Mutual-Aid assistance to fire departments at Malmstrom Air Force Base (MAFB) (who routinely transport nuclear weapons and materials throughout our jurisdiction), located on the east end of our city, and the Montana Air National Guard (MTANG) fire department (who delivers global transportation of equipment and supplies), at our city's west end. GFFR responded to nearly 8400 calls for service in 2020. Calls include but are not limited to: structure and wildland fires; propane and natural gas emergencies and other hazmat emergencies; vehicle fires and collisions; including vehicle extrications; severe weather such as snowstorms, windstorms and flooding; medical emergencies and public-service calls. In 2017, GFFR provided mutual aid with 23 other responding state and rural departments for grass fires threatening our city. One incident in particular, was the largest wildland fire in the State at the time and required a large call-back of off-duty personnel in order to protect the city while others were fighting the encroaching grass fires. December 1st of 2021, GFFR provided mutual aid along with 4 volunteer fire departments, MAFB, and MTANG fire departments to fight a fire that destroyed 29 structures, including 11 homes and numerous vehicles. GFFR issued a department call-back of all personnel to assist. Wind gusts up to 56 miles per hour drove the fire over 112 acres, forcing over 65 individuals to evacuate their homes. The

**fire has been counted as one of the most destructive wildfire events in the City’s history. Great Falls has a business population that swells during daytime hours and easily surpasses 70,000 during peak business hours. GFFR protects a wide range of target hazards including industrial plants, warehouses, agricultural chemical plants and distributors, a refinery and an additional tank farm at our city's perimeter. We are also home to a seven-story regional hospital and Level II trauma center, at least 30 elementary, middle and high schools along with a vocational college and a university. Great Falls is the agriculture epicenter of Central Montana with three major grain elevators, two flour mills, a malting plant and a large agricultural feed mill within our response area that create unique challenges, including high dust-explosion hazards. There has been an increase flammable liquid and gas cargoes including various forms of crude oil that is transported in and out of our jurisdiction daily, in support of the refinery and other commercial uses within our community. GFFR is committed to improving our urban/wildland interface responses and protection, as well as our more traditional response capabilities and support of our mutual aid partners throughout Cascade County.**

## Call volume

Summary	2020	2019	2018
Fire - NFIRS Series 100	141	110	120
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	6	4	4
Rescue & Emergency Medical Service Incident - NFIRS Series 300	5626	5809	5451
Hazardous Condition (No Fire) - NFIRS Series 400	279	289	219
Service Call - NFIRS Series 500	1007	907	931
Good Intent Call - NFIRS Series 600	918	970	925

<b>Summary</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
False Alarm & Falls Call - NFIRS Series 700	391	390	381
Severe Weather & Natural Disaster - NFIRS Series 800	27	26	3
Special Incident Type - NFIRS Series 900	6	5	3
Total	8401	8510	8037

## Fire

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	75	57	69
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	17	19	13
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	19	15	14
Total	111	91	96
<b>Total acreage per year</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Total acreage of all vegetation fires	5	1	4

## Rescue and emergency medical service incidents

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	246	265	290
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	1	1	2
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	17	16	27
EMS-BLS Response Calls	3987	4067	3816
EMS-ALS Response Calls	1639	1742	1635

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	0	0	0
<b>Total</b>	<b>5890</b>	<b>6091</b>	<b>5770</b>

## Mutual and automatic aid

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Amount of times the organization received Mutual Aid	4	5	6
Amount of times the organization received Automatic Aid	0	0	0
Amount of times the organization provided Mutual Aid	5	11	12
Amount of times the organization provided Automatic Aid	2	0	0
Of the Mutual and Automatic Aid responses, amount that were structure fires	11	16	18
<b>Total</b>	<b>22</b>	<b>32</b>	<b>36</b>

## Grant request details

Are you requesting a Micro Grant? A Micro Grant is **No** limited to \$50,000 in federal resources.

**Grant request details Grand total:  
\$1,350,000.00**

**Program area: Vehicle acquisition**



**Total requested for Vehicle acquisition activity: \$1,350,000.00**

**Aerial Apparatus**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$1,350,000.00	\$1,350,000.00	Equipment

DESCRIPTION

This grant is written for a Pierce Ascendant 107' steel ladder, single rear axle, Quint. Factory description is as follows "The Ascendant® 107' heavy-duty steel ladder has truly redefined the single rear axle aerial market, providing firefighters with an unprecedented 107' of vertical height and 100' of horizontal reach without compromising on water capacity, performance, or safety. The heavy-duty 100,000 psi high strength steel ladder was purpose built using proven engineering. The Ascendant is rated at a 750 lb dry and a 500 lb wet tip load capacity with an additional 100 lb equipment allowance. It can flow up to 1,500 gpm and is capable of a store front blitz feature as standard."

**More Details for Aerial Apparatus.**

Project Description

**Great Falls Fire Rescue (GFFR) is seeking this AFG Grant to purchase a 107ft Pierce Ascendant Single Axle Heavy-Duty Aerial Ladder Quint to replace our nearly 26 year old, worn out, 75ft 1996 HME Smeal Quint. NFPA 1911, Annex D.1 states apparatus over 25 years old should be replaced. The '96 Quint has reached the end of its service life and is awaiting overhaul. GFFR conducted a risk assessment that identified the outdated reserve fire apparatus as a risk to both firefighter safety and protection of property if this unit is in use and breaks down at critical times. History of the 96 Quint demonstrates it is prone to breaking down. Replacement of the 96 Quint increases firefighter safety, improves response services, allows for enhanced auto aid and Mutual Aid services with 16 rural volunteer fire departments. These services align with GFFR's Mission of protecting lives and property by delivering professional, all hazards emergency services to our community through public education, fire prevention, training and response. GFFR's 96 Quint was relegated to limited duty as a reserve apparatus in 2005, leaving GFFR with only one frontline aerial to respond to calls**

**structures that exceed ground-ladder capabilities in GFFR's response and auto-aid area which covers over 72 square miles. The 96 Quint has undergone major repairs and maintenance as a result of years of heavy response volume. After incurring significant issues including cracking brake drums and having the springs replaced multiple times, major repairs were needed in 2004 when the 96 Quint was put on a flatbed and shipped back to the manufacturer with a frame and body cracked in several places due to the build and flexing of the cab. Despite significant work taking place by the manufacturer, it has never operated at a highly functional and dependable capacity. This year, GFFR's primary frontline apparatus, the 2009 Tower, experienced catastrophic failure putting it out of service, into repair for 7-8 months. GFFR used 96 Quint as the primary frontline apparatus. During that time, the 96 Quint's mechanical issues continued, which again, included broken springs. GFFR could not guarantee having aerial apparatus at all times while the 2009 Tower was in repair due to the fragility of the 96 Quint. The closest aerial apparatus potentially available for mutual aid are located in cities 90 to 100 miles away. If awarded, this allows GFFR to resume adequate, timely coverage of our response areas, with reliable aerial apparatus present in areas densely populated with multi-story buildings on both ends of town. It provides a reliable life-safety resource to help protect districts mutual aid agreements. GFFR would be compliant with NFPA 1901 and 1911. All drivers shall be trained under our current driver training program, complying with NFPA 1002 standards. The total cost of the single axle ascendant aerial quint with basic tools to outfit would be \$1,350,000.00. This amount ensures the truck is equipped for rescue, forcible entry and ventilation to fulfill its mission as a truck company. The apparatus is specified with a 1,500 gpm pump, 500-gallon water tank and ground ladders. The cost is well beyond the means of the City's General Fund and GFFR's Capital and Operating Budget as our needs are not the only financial**

**issues in Great Falls. Upon receipt, the requested apparatus would be GFFR's primary frontline apparatus, moving the 2009 Tower to operate as the reserve unit. The 96 Quint would no longer be used for emergency response and would be retired at GFFR's training grounds.**

#### Cost/Benefit

**Protecting lives and property is the core of Great Falls Fire Rescue's (GFFR) mission. Award of this grant would improve GFFR's ability to respond with successful tactical outcomes resulting in an increase of safety for our firefighters, citizens and economy.**

**Operational Costs: The cost a 107 Pierce Ascendant Single Axle Heavy-Duty Aerial Ladder Quint totals \$1,350,000.00. If awarded this AFG grant, GFFR would lower operational costs by eliminating the manpower to address inefficiencies of the 96 Quint, increasing employee morale and safety with a highly functioning apparatus, and reducing the ongoing costs of repair and maintenance. Replacing GFFR's over 25 year, mechanically unsound '96 Quint will bring with it the mitigation and reduction of accidents, injury, vehicle damage, vehicle downtime, and repair.**

**Benefits to the Department: Accessibility - The value of the requested Quint's elevated master stream will help prevent conflagration fires in the city's downtown business district. This highly populated area has hard to access with closely placed multilevel businesses, apartments and assisted living facilities; Ladder upgrade - Replacing GFFR's 75 foot ladder Quint, with 107 foot Aerial Ladder Quint would improve response efforts by: Increased vertical and horizontal reach; Improvements of GFFR's efficiency and range when rescuing people; Enhance GFFR ability to reach buildings set back from the street; Boost extension over obstructions; and Greater access to roofs in tight spaces such as the City's downtown district. GFFR's other response districts also benefit from obtaining a 107 foot Aerial Ladder Quint. This includes easier accessibility to the structures including but not limited to: New and renovated multi-story medical facilities as great as eight**

**commercial stories; Multilevel hotels; New and enlarged agricultural processing facilities including grain mills; Million-gallon petrochemical tanks and towers at a nearby refinery with high-risk exposures nearby; and A 5-story Federal Courthouse with security barriers and walls creating increased setbacks. Each year GFFR is called upon for rescues along the two major rivers that pass through our city, along the steep, treacherous bluffs that line them. The high/low angle rescue and ice/river rescue needs are better addressed with the more stable, maneuverable and capable Aerial Ladder Quint. Sharing of Assets: GFFR maintains long-standing mutual and automatic aid agreements with both Malmstrom Air Force Base (MAFB) and Montana's Air National Guard (MTANG) fire departments, neither of which owns an aerial. GFFR's existing aerial equipment has been relied upon to provide an elevated rescue platform to reach the upper floors and roofs of large hangars and terminals at MAFB, MANG and Great Falls International Airport. Further, depending on location and call volume, our one aerial platform could arrive too late and is not of sufficient be effective as the lone ladder company at many of these structures. GFFR also maintains Mutual Aid with 18 rural fire districts who have limited training and access to equipment and vehicles. This commitment to our partners increases the utilization of our resources and affirms the need replace our over 25 year, 96 Quint and ensure resources are available both in district and for mutual aid. According to NFPA standards and Insurance Service Organization (ISO), our city requires at least two ladder companies to meet distance and time requirements. Due to the continuous, ongoing issues of the 25 plus year 96 Quint, GFFR is often unable to use both ladder companies. In 2021, GFFR responded nearly 8,400 calls for service, including 2,772 fire calls. Target occupancy analysis shows our city has a critical need for a 107-foot Aerial Ladder Quint, which we cannot afford without AFG funding. If awarded, this Grant would be administered in-**

## Statement of Effect

house, without overhead or administrative costs by the Chief.

Overall effectiveness, operations, risk reduction and impact: If awarded this Assistance to Firefighters Grant, a fully equipped, 107 foot aerial ladder would be able to reach the top floor of 90% of the mid- and high-rise structures in the city. Safety of Great Falls Fire Rescue (GFFR) firefighters would immediately improve. Most importantly, life-safety and rescue operations at these occupancies and throughout the city and surrounding region would be expedited. This apparatus would increase response and operational safety because of the major safety engineering and technology advances that have been adopted in the last 25 years. Also, the truck would carry much of the rescue hardware and equipment that was previously stored on trailers; this will improve emergency-response times. Improved response times and increased rescue efficiency will equate to more lives saved and will lessen the pain and suffering of our customers. Again, it will improve firefighter safety dramatically. Risk Reduction strategies aim to mitigate and risks in our community and to our Department. Assessment determined the risk with continuing to make use of the 25+ year old, 96 Quint would have consequences that involve: Human impacts; Economic impacts; Psychological impacts; and Functional impacts. Considering the age and unreliability of GFFR's 96 Quint impacts all four categories, it is evident that if awarded this AFG Grant, GFFR would immediately have positive impact in our community and on our fire fighters by: Improving the public's confidence in our response and resources to respond with (Psychological Impacts); Reducing firefighter stress and injuries that may be sustained operating an unreliable rig (Human impacts and Psychological Impacts); and Having the resources necessary to reduce property loss, improving continuity of operations (Economic Impacts and Functional Impacts). Frequency of use: Upon receipt, the requested Aerial would be assigned as GFFR's

**primary frontline apparatus, responding to all incident types, moving the 2009 Tower to operate as the reserve unit. The '96 Quint would no longer be used for emergency response and would be retired at GFFR's training grounds. The requested Aerial would also be utilized when assigned to respond to Auto-Aid and Mutual-Aid incidents. Mitigation Strategies: GFFR is passionate about improving our level of service and increasing education and prevention methods to mitigate the risk of fires in our community. Mitigation is essential to reduce the loss of homes, property and protect the lives of our fire fighters and people in our community. Strategies currently implemented are: Coordination with community partners to strategize and implement objectives to reduce prioritized risks identified in Risk Reduction Assessment; Strengthen code enforcement, development and evaluation programs; and Engaging operations crews in community education efforts (education in schools, smoke alarm testing, sprinkler education, etc.). If awarded, GFFR would find itself properly equipped for our primary mission of life safety and protection of property within our community. GFFR would like to thank our Peer Reviewers for this opportunity and for your time and contribution in this review process.**

Is the vehicle you propose to buy:	<b>Replacement of an existing apparatus</b>
Was the vehicle you're requesting to replace built prior to the applicable NFPA vehicle standard from 1992?	<b>No</b>
What is the mileage of the vehicle being replaced?	<b>63776</b>
What is the age of the vehicle being replaced?	<b>25</b>
Do you have a driver-training program equivalent to national or NFPA standards?	<b>Yes</b>

Are you requesting funding for training specific to the vehicle acquisition? **No**

Will you obtain the appropriate training through other sources? **Yes**

If awarded, will you permanently remove the vehicle to be replaced from your organization's emergency response service? **Yes**

Enter the type and year of manufacture for vehicle being replaced. **1996 HME Smeal Quint**

Enter the VIN (Vehicle Identification Number) for the vehicle you are requesting to replace: **44KFT4288TWZ18327**

How long have you owned the vehicle you are replacing? **25**

If awarded, will you develop and/or enforce standard operating policies/procedures that require: 1) all occupants to use seatbelts, 2) all drivers of the grantee's apparatus must adhere to all traffic signs, signals and state traffic regulations? **Yes**

Will this vehicle be used on Automatic and/or Mutual Aid? **Both**

How many vehicles of this type or class are currently in your fleet? **1**

How many vehicles of this type or class in your fleet were manufactured prior to 2002? **1**

Is this a converted vehicle? **No**

What is the number of calls the vehicle being replaced supported last calendar year? **538**

### More Details for Vehicle acquisition.

### Vehicle inventory



Please provide the oldest model year, newest model year, and average model year of the vehicles in number of years within your organization's inventory. The types and quantities of vehicles have been prepopulated based on your inputs to the Applicant and community trends section of this application.

Vehicle type or class	Quantity	Oldest model year (e.g. 2009)	Newest model year (e.g. 2009)	Average model year (e.g. 1995)
Tanker or tender	1	2000	2000	2000
Engine or pumper	7	2004	2019	2011
Ambulance	2	2016	2019	2018
Additional vehicle	2	2004	2013	2010
Brush/quick attack	1	2017	2017	2017
Aerial apparatus	2	1996	2009	2002
Rescue vehicle	1	2011	2011	2011

## Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

### Grant request summary

Activity	Number of items	Total cost
Vehicle acquisition	1	\$1,350,000.00
<b>Total</b>	<b>1</b>	<b>\$1,350,000.00</b>

Is your proposed project limited to one or more of the following activities : Planning and development of policies or processes. Management, administrative, or personnel actions. Classroom-based training. Acquisition of mobile and portable equipment (not involving installation) on or in a building.

Yes



# Budget summary

## Budget summary

<b>Object class categories</b>	<b>Total</b>
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$1,350,000.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
<b>Total direct charges</b>	<b>\$1,350,000.00</b>
Indirect charges	\$0.00
<b>TOTAL</b>	<b>\$1,350,000.00</b>
 <b>Non-federal resources</b>	
Applicant	\$122,727.27
State	\$0.00
Other sources	\$0.00
Remarks	
 <b>Total Federal and Non-federal resources</b>	
Federal resources	\$1,227,272.73
Non-federal resources	\$122,727.27
<b>TOTAL</b>	<b>\$1,350,000.00</b>
Program income	\$0.00

## Contact information

No

### Secondary point of contact

Please provide a secondary point of contact for this grant.

The Authorized Organization Representative (AOR) who submits the application will be identified as the primary point of contact for the grant. Please provide one secondary point of contact for this grant below. The secondary contact can be members of the fire department or organizations applying for the grant that will see the grant through completion, are familiar with the grant application, and have the authority to make decisions on and to act upon this grant application. The secondary point of contact can also be an individual who assisted with the development, preparation, or review of the application.

**Jeremy Jones**  
Fire Chief

**Primary phone**  
4067918968  
Work

**Additional phones**  
4068991502  
Mobile

**Fax**

[jjones@greatfallsmt.net](mailto:jjones@greatfallsmt.net)

## Assurance and certifications

OMB number: 4040-0007, Expiration date: 02/28/2022 [View burden statement](#)

### SF-424B: Assurances - Non-Construction Programs

OMB Number: 4040-0007  
Expiration Date: 02/28/2022

Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to

- ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
  3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
  4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
  5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
  6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
  7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
  8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
  9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
  10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
  11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of

- 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
  13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
  14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
  15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
  16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
  17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
  18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
  19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

## Certifications regarding lobbying

OMB Number: 4040-0013

Expiration Date: 02/28/2022

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension,

continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OMB number: 4040-0013, Expiration date: 02/28/2022 [View burden statement](#)

## SF-LLL: Disclosure of Lobbying Activities

OMB Number: 4040-0013

Expiration Date: 02/28/2022

Complete only if the applicant is required to do so by 44 C.F.R. part 18. Generally disclosure is required when applying for a grant of more than \$100,000 and if any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Further, the recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event described in 44 C.F.R. § 18.110(c) that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by the applicant.

The applicant is not currently required to submit the SF-LLL.

## **Notice of funding opportunity**

I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible, and can be completed within the award's Period of Performance (POP).

## **Accuracy of application**

I certify that I represent the organization applying for this grant and have reviewed and confirmed the accuracy of all application information submitted. Regardless of intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, enforcement actions taken against an existing award pending investigation or review, or referral to the DHS Office of Inspector General.

## **Authorized Organizational Representative for the grant**

By signing this application, I certify that I understand that inputting my password below signifies that I am the identified Authorized Organization Representative for this grant. Further, I understand that this electronic signature shall bind the organization as if the application were physically signed and filed.

## **Authorization to submit application on behalf of applicant organization**

By signing this application, I certify that I am either an employee or official of the applicant organization and am authorized to submit this application on behalf of my organization; or, if I am not an employee or official of the applicant organization, I certify that the applicant organization is aware I am submitting this application on its behalf, that I have written authorization from the applicant organization to submit this application on their behalf, and that I have provided contact information for an employee or official of the applicant organization in addition to my contact information.



Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Application for FEMA, Assistance to Firefighters Grant, for Operations and Safety Equipment

**From:** Jeremy M. Jones, Fire Chief

**Initiated By:** Jeremy M. Jones, Fire Chief

**Presented By:** Jeremy M. Jones, Fire Chief

**Action Requested:** Approve Application Submission to FEMA for Operations and Safety Equipment for Great Falls Fire Rescue and the City of Great Falls.

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (approve/not approve) an application to the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters Grant (AFG) for Operations and Safety Equipment.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Staff Recommendation:** Staff recommends that the City Commission approve the application submission to the Federal Emergency Management Agency through the Assistance to Firefighters Grant for Operations and Safety Equipment for a total of \$633,612.99.

**Summary:** Great Falls Fire Rescue would like to apply for a FEMA/AFG that will pay 90% or \$576,011.81 of the total cost for the purchase of new operations and safety equipment consisting of fire hose, thermal imaging cameras, self-contained breathing apparatus, advanced life support and SCBA equipment. Currently the City of Great Falls and Great Falls Fire Rescue have not been able to replace a majority of our operational and safety equipment through normal budgetary means. If successful in being awarded the grant, the City’s 10% AFG match would be \$57,601.18. This match would come from our safety and medical equipment budget line items.

**Background:** The City of Great Falls has not been able to replace a large amount of specialty equipment and safety gear due to the increased cost of equipment. GFFR has a line item budget of \$50,000.00 for safety and medical equipment to cover these expenses due to the amount of equipment needing to be replaced, it is not feasible to attempt to address these items through normal budgetary means. We have also utilized these accounts to provide for matching fund allotments when we have been successful in the past (such as the diesel exhaust systems). An example of equipment needing replaced is 3” firefighting hose that was placed in service in the 1970’s, tactical hand line hose that will not kink when maneuvering

inside a structure, thermal imaging cameras that assist with finding victims in a zero visibility atmosphere, increase depleted supply of self-contained breathing apparatus (SCBA) and cylinders to provide breathable air for firefighters in hazardous conditions, and advanced life support equipment to outfit additional reserve apparatus in the departments fleet.

**Significant Impact-** Much of the equipment that is in front line service to the fire department dates back many decades. Modern technologies allows for safer, lighter equipment to be used and minimize firefighter fatigue. This is especially true with the fire department only staffing three-person engine companies.

**Fiscal Impact:** The cost of firefighting and emergency operations and safety equipment is \$633,612.99. The Assistance to Firefighters Grant shall pay 90% or \$576,011.81 and per the grant agreement; the City shall pay a 10% match of the total cost or \$57,601.18.

The matching funds from the City would come out the fire department operations budget specific to the safety and medical supplies line items.

**Alternatives:** Reject the application and determine other avenues to replace the equipment.

**Concurrences:** Fiscal services

**Attachments/Exhibits:** The Assistance to Firefighter Grant application No. EMW-FG-07950.



## System for Award Management (SAM.gov) profile

Please identify your organization to be associated with this application.

All organization information in this section will come from the System for Award Management (SAM) profile for that organization.

### CITY OF GREAT FALLS

Information current from SAM.gov as of:	<b>12/10/2021</b>
UEI-EFT:	<b>MD9MA1227F25</b>
DUNS (includes DUNS+4):	<b>060267093</b>
Employer Identification Number (EIN):	<b>816001269</b>
Organization legal name:	<b>CITY OF GREAT FALLS</b>
Organization (doing business as) name:	
Mailing address:	<b>PO BOX 5021 GREAT FALLS, MT 59403-5021</b>
Physical address:	<b>2 PARK DR S ROOM 104 GREAT FALLS, MT 59401-4006</b>
Is your organization delinquent on any federal debt?	<b>N</b>
SAM.gov registration status:	<b>Active as of 09/12/2021</b>

✓ We have reviewed our bank account information on our SAM.gov profile to ensure it is up to date

## Applicant information

Please provide the following additional information about the applicant.

Applicant name	<b>Great Falls Fire Rescue</b>
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### Main address of location impacted by this grant

Main address 1	<b>105 9th St S</b>
Main address 2	
City	<b>Great Falls</b>
State/territory	<b>MT</b>

Zip code

59401

Zip extension

4006

In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?

Cascade

## Applicant characteristics

The Assistance to Firefighters Grants Program's objective is to provide funding directly to fire departments and nonaffiliated EMS organizations or a State Fire Training Academy for the purpose of protecting the health and safety of the public and first responder personnel against fire and fire-related hazards. Please review the Notice of Funding Opportunity Announcement (NOFO) for information on available program areas and for more information on the evaluation process and conditions of award. Please provide the following additional information about the applicant.

Applicant type:

Fire Department/Fire District

Is this grant application a regional request? A regional request provides a direct regional and/or local benefit beyond your organization. You may apply for a regional request on behalf of your organization and any number of other participating eligible organizations within your region. **No**

What kind of organization do you represent?

All Paid/Career

How many active firefighters does your department have who perform firefighting duties? **64**

How many of your active firefighters are trained to the level of Firefighter I or equivalent? **64**

How many of your active firefighters are trained to the level of Firefighter II or equivalent? **64**

Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001? **No**

Which of the following standards does your organization meet regarding physicals? If physicals are not required then do not select any option. (optional)

Meet NFPA or 1002 standard

Meet ICSB or ICFI standard

Meet NFPA or ICFI standard

How many members in your department are trained to the level of EMR or EMT, Advanced EMT or Paramedic? **64**

Does your department have a Community Paramedic program? **No**

How many stations are operated by your department? **4**

Does your organization protect critical infrastructure of the state? **Yes**

Please describe the critical infrastructure protected below.

**The critical infrastructure are the systems and assets that are vital to our ability to function and maintain our economic stability. Great Falls Fire Rescue is responsible for protecting a wide variety of critical infrastructures. Among these protected infrastructures are: Great Falls International Airport, a commercial service airport serving Great Falls and the surrounding community, which includes the airfield, terminal, general aviation, commercial and noncommercial activities, airport and airline maintenance and support facilities. FedEx occupies a 78,000 square foot facility at the airport serving the entire state. There are two fixed base operators who provide fuel and aircraft maintenance and repair. ADF International is a steel manufacturing company providing construction services such as erection of structural steel and occupying an 80,000 square foot shop. Burlington Northern Santa Fe (BNSF) Railway is the primary operator of railroads in North Central Montana and has a major rail yard in the City of Great Falls. Incoming manufactured products and lumber are moved by rail. Montana Specialty Mills is a crush plant and refinery focused on processing oilseeds. This plant loads product into railcars, bulk truck, totes and drums. General Mills Operations specializes in grain processing and operates multiple grain elevators. Pasta Montana operates a part of the Other Food Manufacturing Industry. Montana Egg is a 58,000 square foot egg grading facility that processes more than 280 million eggs annually. Malmstrom Air Force Base and the Montana Air National Guard are military installations that flank the City, connecting to City boundaries on the East and West ends of Great Falls. These military bases employ thousands of people and house the 819th Red HORSE Squadron and 341st Missile**

**Wing. Nuclear material and weapons are maintained on base and frequently moved through our community as part of their mission. Benefis Health System provides critical care, is the home base for Mercy Flight Air Ambulance and is the Level II Trauma Center, serving about 230,000 residents in a 14-county region. Great Falls Clinic is a 20 bed hospital that provides short term acute care among other clinical services. Great Falls also plays host to three hydroelectric dams and multiple wind generation facilities that provide power for all critical infrastructure. Calumet Montana Refining oil refinery is located in Great Falls with a capacity of 30,000 bpd with a feedstock of Canadian heavy crude oil – product delivery involves tank truck and railcar. The City of Great Falls operates a water treatment plant with an onsite water testing lab. There are seven storage facilities in the distribution system with a capacity of over 12 million gallons.**

Do you currently report to the National Fire Incident Reporting System (NFIRS)? You will be required to report to NFIRS for the entire period of the grant. **Yes**

Please enter your FDIN/FDID. **02001**

Do you offer live fire training? **Yes**

What is the total number of live fire training exercises conducted per year on average? **5**

## Operating budget

What is your organizations operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) dedicated to expenditures for day-to-day activities for the current (at time of application) fiscal year, as well as the previous two fiscal years?

Current fiscal year: **2022**

<b>Fiscal Year</b>	<b>Operating budget</b>
2022	\$9,461,104.00
2021	\$9,429,758.00
2020	\$9,359,271.00

What percentage of the declared operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)? **82**

Does your department have any rainy day reserves, emergency funds, or capital outlay? **No**

<b>What percentage of the declared operating budget is derived from the following</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
Taxes	100	100	100
Bond issues	0	0	0
EMS billing	0	0	0
Grants	0	0	0
Donations	0	0	0
Fund drives	0	0	0
Fee for service	0	0	0
Other	0	0	0
<b>Totals</b>	100 %	100 %	100 %

Describe your financial need and how consistent it is with the intent of the AFG Program. Include details describing your organization's financial distress such as summarizing budget constraints, unsuccessful

**Where does our funding come from and how is it spent? For Fiscal Year 2022, Great Falls Fire Rescue's (GFFR) overall budget appropriation was \$10,144,215, of which 93% or \$9,461,104 is dedicated to Fire Operations. The remaining 7%**

attempts to secure other funding, and proving the financial distress is out of your control.

**dedicated to Fire Prevention (5%), Emergency and Disaster Services (1%) and Fire Debt Services (1%). Personal Services - costs relating to salaries, wages and benefits makes up 81.6% or \$7,716,927 of the Fire Operations Budget. FY21 Fire Operations budget was \$9,429,758 of which 81.9% or \$7,716,025 consisted of Personal Service. This has remained consistent for FY20 and FY20 as well. GFFR's budget has not seen an increase to support enhanced Fire Operations in years. In 2021, GFFR absorbed the cost of employing 1FTE for Emergency Management for the City after the position had been vacant for several years and COVID highlighted the need for the position within the City. This position is funded through Fire Operations, which comes at the cost of fire fighter position. This results in an increase to the workload of firefighters engaging in response activities. Financial Stressors: Similar to other states, Montana's legislature enacted a cap on cities' tax increases, limiting any increases to a rate that equals half the rate of inflation. As a result, most city budgets have struggled throughout our state.; Given already-low property tax values, compared to the State and national averages, our city has fought to keep up with necessary operating costs. ; This is compounded by additional multi-million-dollar debt resulting from the collapse of an area power generating corporation and an ensuing lawsuit, for which the City was held partially liable. A debt of \$11 million resulted from that collapse, which in turn had a negative impact on all City Departments, including GFFR.; GFFR has been and is currently unable to accept any financial contributions. Efforts are being made to create a Fire Department Foundation, though this will take time to become fully established and operational.; COVID has increased struggles with local business and workers battling to meet day-to-day financial needs due to impacts from the ongoing pandemic.; and GFFR is not an income generating Fire Department. Other attempts to fund department needs: GFFR requested a public safety mill levy increase in order to help hire and retain additional firefighters. Given the national recession compounded by local economic struggles, the people of our City voted the levy increase down.; and A Fire Department**

**Foundation is in the infancy stage of being set up. With the impact of financial stressors and the budget GFFR operates within, acquisition of new equipment, vehicles, and PPE such as SCBA is not possible. This results in GFFR seeking the funding of these needs through grants.**

In cases of demonstrated economic hardship, and upon the request of the grant applicant, the FEMA Administrator may grant an Economic Hardship Waiver. Is it your organization's intent to apply for an Economic Hardship Waiver?

**No**

### Other funding sources

This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?

**No**

This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?

**Yes**

Please provide an explanation for other funding sources in the space provided below.

**Exercise Equipment (FY20 AFG); CRR Connect Platform & Fire/Arson Investigation Equipment (FY20 FP&S); Decon Equipment (FY19 AFG); Vehicle Extraction (FY18 AFG)**

## Applicant and community trends

Please provide the following additional information about the applicant.

Injuries and fatalities	2020	2019	2018
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	3	2	1
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	10	10	6
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	1	0	0
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	4	1	5
What is the total number of members with self-inflicted fatalities over the last three years?	0	0	0

How many vehicles does your organization have in each of the type or class of vehicle listed below? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.



**Seated riding positions**

The number of seated riding positions must be equal or greater than the total number of frontline and reserve apparatus. If there are zero frontline and zero reserve apparatus, the number of seated riding positions must be zero..

Type or class of vehicles	Number of frontline apparatus	Number of reserve apparatus	Number of seated riding positions
Engines or pumpers (pumping capacity of 750 gallons per minute (GPM) or greater and water capacity of 300 gallons or more): pumper, pumper/tanker, rescue/pumper, foam pumper, CAFS pumper, type I, type II engine urban interface.	4	3	28
Ambulances for transport and/or emergency response.	1	1	10
Tankers or tenders (water capacity of 1,000 gallons or more).	1	0	2
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	1	1	8
Brush/quick attack (pumping capacity of less than 750 GPM and water carrying capacity of at least 300 gallons): brush truck, patrol unit (pickup w/ skid unit), quick attack unit, mini-pumper, type III engine, type IV engine, type V engine, type VI engine, type VII engine.	1	0	2
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	1	0	4
Additional vehicles: EMS chase vehicle, air/light unit, rehab units, bomb unit, technical support (command, operational support/supply), hose tender, salvage truck, ARFF (aircraft rescue firefighting), command/mobile communications vehicle.	1	1	8

How many ALS Response vehicles are in your fleet? **8**

Is your department facing a new risk, expanding service to a new area, or experiencing an increased call volume? **Yes**

Please explain how your department is facing a new risk, expanding service to a new area, or experiencing **Great Falls Fire Rescue (GFFR) has been expanding our service area due to the volunteer**



an increased call volume.

**fire departments that we have Mutual Aid Agreements facing challenges with recruitment and retention of fire fighters. This shortage in personnel has decreased their ability to respond effectively to fires and other incidents, therefore requesting GFFR respond to expanding areas. 2021 GFFR established Auto Aid radius around the city that expanded first due response area from 26 square miles to 72 square miles for structure fires and auto extractions.**

## Community description

Please provide the following additional information about the community your organization serves.

Type of jurisdiction served	<b>City</b>
What type of community does your organization serve?	<b>Suburban</b>
What is the square mileage of your first due response zone/jurisdiction served?	<b>72</b>
What percentage of your primary response area is protected by hydrants?	<b>31</b>

<b>What percentage of your primary response area is for the following:</b>	<b>Percentage (must sum to 100%)</b>
Agriculture, wildland, open space, or undeveloped properties	25
Commercial and industrial purposes	25
Residential purposes	50
<b>Total</b>	<b>100</b>

What is the permanent resident population of your first due response zone/jurisdiction served? **62000**

Do you have a seasonal increase in population? **No**

Please describe your organization and/or community that you serve. **Great Falls Fire Rescue is a career fire and EMS department serving Great Falls, Montana, a city of 60,000 that can be considered both urban and**

rural. Encompassing a response and Auto area of over 72 square miles, Great Falls' perimeter can be described as Urban/Wildland interface. Five rural, all-volunteer departments protecting the grasslands, croplands and open range that surround our city. Our ability to provide both mutual aid to surrounding volunteer departments and structural fire protection around the perimeters of our city is crucial. Comprised of 71 personnel, GFFR maintains four stations throughout our city. Each station staffs a three-person engine company, with a ladder/tower in one of the stations and a cross-staffed ambulance in another. Including a Battalion Chief in charge of each Platoon, our minimum manning is 13 personnel on-shift at any given time. Our personnel makeup one of six regional hazmat response teams throughout Montana. GFFR also provides Mutual-Aid assistance to fire departments at Malmstrom Air Force Base (MAFB) (who routinely transport nuclear weapons and materials throughout our jurisdiction), located on the east end of our city, and the Montana Air National Guard (MTANG) fire department (who delivers global transportation of equipment and supplies), at our city's west end. GFFR responded to nearly 8400 calls for service in 2020. Calls include but are not limited to: structure and wildland fires; propane and natural gas emergencies and other hazmat emergencies; vehicle fires and collisions; including vehicle extrications; severe weather such as snowstorms, windstorms and flooding; medical emergencies and public-service calls. 67% of our call volume is EMS related. In 2017, GFFR provided mutual aid with 23 other responding state and rural departments for grass fires threatening our city. One incident in particular, was the largest wildland fire in the State at the time and required a large call-back of off-duty personnel in order to protect the city while others were fighting the encroaching grass fires. December 1st of 2021, GFFR provided mutual aid along with 4 volunteer fire departments, MAFB, and MTANG fire departments to fight a fire that destroyed 29 structures, including 11 homes and numerous vehicles. GFFR issued a department call-back of all personnel to assist. Wind gusts up to 56 miles per hour drove the fire over 112 acres, forcing

over 65 individuals to evacuate their homes. This fire has been counted as one of the most destructive wildfire events in the City's history. Great Falls has a business population that swells during daytime hours and easily surpasses 70,000 during peak business hours. GFFR protects a wide range of target hazards including industrial plants, warehouses, agricultural chemical plants and distributors, a refinery and an additional tank farm at our city's perimeter. We are also home to a seven-story regional hospital and Level II trauma center, at least 30 elementary, middle and high schools along with a vocational college and a university. Great Falls is the agriculture epicenter of Central Montana with three major grain elevators, two flour mills, a malting plant and a large agricultural feed mill within our response area that create unique challenges, including high dust-explosion hazards. There has been an increase flammable liquid and gas cargoes including various forms of crude oil that is transported in and out of our jurisdiction daily, in support of the refinery and other commercial uses within our community. GFFR is committed to improving our urban/wildland interface responses and protection, as well as our more traditional response capabilities and support of our mutual aid partners throughout Cascade County.

## Call volume

Summary	2020	2019	2018
Fire - NFIRS Series 100	141	110	120
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	6	4	4
Rescue & Emergency Medical Service Incident - NFIRS Series 300	5626	5809	5451
Hazardous Condition (No Fire) - NFIRS Series 400	279	289	219
Service Call - NFIRS Series 500	1007	907	931

<b>Summary</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Good Intent Call - NFIRS Series 600	918	970	925
False Alarm & Falls Call - NFIRS Series 700	391	390	381
Severe Weather & Natural Disaster - NFIRS Series 800	27	26	3
Special Incident Type - NFIRS Series 900	6	5	3
<b>Total</b>	<b>8401</b>	<b>8510</b>	<b>8037</b>

## Fire

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	75	57	69
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	17	19	13
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	19	15	14
<b>Total</b>	<b>111</b>	<b>91</b>	<b>96</b>
<b>Total acreage per year</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Total acreage of all vegetation fires	5	1	4

## Rescue and emergency medical service incidents

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	246	265	290
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	1	1	2
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	17	16	27
<b>EMS-BLS Response Calls</b>	<b>3987</b>	<b>4067</b>	<b>3816</b>

**How many responses per year per category?**

	2020	2019	2018
EMS-ALS Response Calls	1639	1742	1635
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	0	0	0
Total	5890	6091	5770

**Mutual and automatic aid**

**How many responses per year per category?**

	2020	2019	2018
Amount of times the organization received Mutual Aid	4	5	6
Amount of times the organization received Automatic Aid	0	0	0
Amount of times the organization provided Mutual Aid	5	11	12
Amount of times the organization provided Automatic Aid	2	0	0
Of the Mutual and Automatic Aid responses, amount that were structure fires	11	16	18
Total	22	32	36

**Grant request details**

Are you requesting a Micro Grant? A Micro Grant is limited to \$50,000 in federal resources. **No**

**Grant request details Grand total:  
\$633,612.99**

# Program area: Operations and safety

**Total requested for Equipment activity:  
\$515,406.49**

## Hose (Attack/Supply)

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$13,904.00	\$13,904.00	Equipment

### DESCRIPTION

Circul-air series 200A- Rotojet hose washer. This washer effectively removes mud, gravel, grass and other potential toxins and carcinogens from hose. No other method is available to thoroughly deep clean hose. Hydrocarbons can carry 90% of the toxins, including carcinogens, produced at a fire. Our organization has a strong history of extending the life of our hose by aggressively cleaning and maintaining what is used at fires. This hose washer would enable us to help our cancer reduction efforts as well as maintain our hose to ensure operational readiness.

### More Details for Hose (Attack/Supply).

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

### EMS Training Aids

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$411.95	\$411.95	Equipment

DESCRIPTION

High fidelity training manikins are the standard of EMS training. Great Falls Fire Rescue currently has an aging ALS Megacode Kelly manikin that has been in service for 5 years and gets used multiple times each month. Without a service plan, this manikin is showing its use with regard to repeated airway maneuvers being performed on it, multiple IV access sites and many, many rounds of CPR being performed. The cost to replace the manikin is \$13,738.90. To adequately train on various sizes and ages of manikins, we would could use a Simulaids STAT Baby manikin which costs \$5056.95. Due to the high risk low volume of pediatric cardiac arrests, this is really the only way to train paramedics and EMT's for this event. Also, with the use of IO drills routinely on cardiac arrest patients, having an IO trainer would only enhance the care when applying it to patients. A Simulaids Humerus Intraosseous trainer is \$411.95.

High fidelity training manikins are the standard of EMS training. Great Falls Fire Rescue currently has an aging ALS Megacode Kelly manikin that has been in service for 5 years and gets used multiple times each month. Without a service plan, this manikin is showing its use with regard to repeated airway maneuvers being performed on it, multiple IV access sites and many, many rounds of CPR being performed. The cost to replace the manikin is \$13,738.90. To adequately train on various sizes and ages of manikins, we would could use a Simulaids STAT Baby manikin which costs \$5056.95. Due to the high risk low volume of pediatric cardiac arrests, this is really the only way to train paramedics and EMT's for this event. Also, with the use of IO drills routinely on cardiac arrest patients, having an IO trainer would only enhance the care when applying it to patients. A Simulaids Humerus Intraosseous trainer is \$411.95.

**More Details for EMS Training Aids.**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
74	\$293.00	\$21,682.00	Equipment

DESCRIPTION

1 ¾ X 50 foot double jacketed, anti-kink, lightweight combat hose. This hose is a very durable, low pressure, high volume hose that has low drag resistance and is easier to pull. It all comes with a 1 year all hazards warranty and a 10 year general warranty. This hose would replace all front line apparatus attack lines. Existing hose would be rotated to reserve apparatus. Currently, we have a reserve with no hose on it due to hose shortages.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested?

**Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding).

**No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

**Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$2,782.00	\$2,782.00	Equipment

DESCRIPTION



Rice Electric Hose Tester. This is a 2 outlet 3 GPM 500 PSI unit that is NFPA 1962-7 and RMA sta compliant. Currently we are using a "homemade" unit that is not NFPA compliant and becoming dangerous. This unit would be shared by two stations to test our hose. As stated above, we maintain our equipment with vigilance and ensure it is ready when needed. This tester would enable us to safely and effectively test hose annually as required.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request? **Replace non-compliant equipment to current standard**

Specify the age of equipment in years: **20**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**EMS Training Aids**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$5,056.95	\$5,056.95	Equipment

**DESCRIPTION**

High fidelity training manikins are the standard of EMS training. Great Falls Fire Rescue currently has an aging ALS Megacode Kelly manikin that has been in service for 5 years and gets used multiple times each month. Without a service plan, this manikin is showing its use with regard to repeated airway maneuvers being performed on it, multiple IV access sites and many, many rounds of CPR being performed. The cost to replace the manikin is \$13,738.90. To adequately train on various sizes and ages of manikins, we would could use a Simulaids STAT Baby manikin which costs \$5056.95. Due to the high risk low volume of pediatric cardiac arrests, this is really the only way to train paramedics and EMT's for this event. Also, with the use of IO drills routinely on cardiac arrest patients, having an IO trainer would

only enhance the care when applying it to patients. A Simulaids Humerus Intraosseous trainer is \$411.95.

**More Details for EMS Training Aids.**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested?

**Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding).

**No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

**Yes**

**Appliance(s)/Nozzle(s)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
8	\$1,111.00	\$8,888.00	Equipment

**DESCRIPTION**

Mid Matic hand line nozzle with folding pistol grip and stream straighteners. These nozzles will be used to achieve proper GPM flows and streams in double jacketed, anti-kink, light weight, low pressure and high volume combat hose. These nozzles would be for our frontline apparatus that serve our community and adjoining fire districts. The new nozzles would replace nozzles that were purchased pre-1995.

**More Details for Appliance(s)/Nozzle(s).**

What is the purpose of this request?

**Replace non-compliant equipment to current standard**

Specify the age of equipment in years:

**26**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Monitor/Defibrillator - 15 leads**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
3	\$34,526.20	\$103,578.60	Equipment

**DESCRIPTION**

Great Falls currently has 8 Lifepak 15 Cardiac monitors. 5 of the monitors are up to five years old. Of the remaining 3 monitors, 2 are refurbished monitors that were purchased due to the cost reduction. We are still short one cardiac monitor and have been using an older ZOLL E-Series cardiac monitor which is beyond its service life. This monitor does not have the capability to assess a 12 Lead ECG or even transmit information to the receiving Level 2 Trauma Center. Being able to update 2 monitors and have the third monitor to replace the ZOLL, would ensure the consistency of equipment. The cost of 3 cardiac monitors with carbon-monoxide monitoring, Non-invasive blood pressure monitoring, rainbow technology and Bluetooth transmission capabilities, would cost a total of \$118,304.64. Each unit has been quoted at \$34,526.20 with a service plan of \$8,640. We would be able to trade in our oldest ZOLL monitor for \$2500, which would offset the cost of new monitors.

**More Details for Monitor/Defibrillator - 15 leads.**

What is the purpose of this request? **Upgrade technology to current standard**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Thermal Imaging Camera (Must be NFPA 1801 Compliant)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
10	\$9,200.00	\$92,000.00	Equipment

**DESCRIPTION**

Bullard NXT thermal imager. If awarded this grant GFFR would purchase 10 Bullard NXT thermal imagers to equip all frontline and reserve apparatus. The Bullard NXT would bring us into alignment with NFPA 1801. We currently do not have thermal imagers for all crews and the models we have are outdated and only work sporadically. The Bullard NXT is designed for long service life and boasts the longest battery run time, best image quality and the first wireless charging systems and have the industry's leading imager and battery warranty. This warranty is very important as batteries are the root cause of much of our down time Thermal imaging capability has become a must in today's fire service to keep firefighters safe and also increase survivability profiles of people needing rescue.

**More Details for Thermal Imaging Camera (Must be NFPA 1801 Compliant).**

What is the purpose of this request? **Replace non-compliant equipment to current standard**

Specify the age of equipment in years: **7**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these **No**

item(s)? (Funding for requested training should be requested as additional funding).

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Appliance(s)/Nozzle(s)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$1,070.00	\$1,070.00	Equipment

**DESCRIPTION**

Task Force Tip Sho-Flo fire flow meter. This device allows for measuring fire flows to ensure our nozzles are operating to specs and helps figure accurate fire flows to ensure effective flows are being achieved. This device is part of an overall hose maintenance and testing program.

**More Details for Appliance(s)/Nozzle(s).**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
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DESCRIPTION

Portable fire hose gross decon washer is a device that would allow us to “ gross decon” our hose before it even departs the fire scene. This helps prevent bringing carcinogens into our apparatus or into our

stations. This is a small portable unit that can be shared by all units on scene. It is a small device with a big impact on our overall cancer reduction campaign.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**PPE Washer/Extractor/Dryer**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$17,545.00	\$17,545.00	Equipment

DESCRIPTION

Unimac 55lb commercial soft mount washer extractor with preform micro controls, inverter drive with 400 G force extract. GFFR is eager to add 2 extractors among our 4 stations to help our cancer reduction efforts. This unit would be one of two requested and be a “ soft mount “ unit which is used in buildings with basements underneath where the unit would be located. We would put this unit on our East side of town and another would be located on the west side. This unit would be a huge help in our cancer reduction campaign. It would also help us prolong the service life of our bunker gear which we take immense pride in caring for. This unit would be an additional step in our cancer reduction campaign. We

have already installed a Magna-Grip diesel exhaust recovery system, built separate ventilated bunk gear storage areas, created stringent on scene and clean cab protocols and a matching safety culture through a robust educational campaign within our department.

**More Details for PPE Washer/Extractor/Dryer.**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Respirator Decontamination System**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$28,683.55	\$28,683.55	Equipment

**DESCRIPTION**

Solo Rescue SCBA decontamination washer with gear holder, installation kit and decon solution. This is a complete system that is proven to decontaminate complete sets of SCBA, without taking apart the equipment. It has a unique construction with a rotating wash basket and specially designed wash nozzles that ensures the decontamination of dangerous carcinogens. This unit would dramatically improve our SCBA decon procedures and equipment as well as the time needed to clean them because the units can be cleaned assembled. This is a huge factor in maintaining capability because we do not have multiple sets. We use the same SCBA on every fire. Safely decontaminating our SCBA in a timely manner ensures our community a timely response and protects our responders from carcinogens. We do mostly all of our own repair and preventative maintenance. This system would help us extend the service life of costly but mandatory safety equipment.

**More Details for Respirator Decontamination System.**

What is the purpose of this request?

**Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

### **PPE Washer/Extractor/Dryer**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$10,184.00	\$10,184.00	Equipment

#### DESCRIPTION

6-gear Firehouse Express drying cabinet. This unit would be used in conjunction with the extractors, SCBA washers to quickly and safely decontaminate and clean safety PPE. This unit greatly reduces the out of service time needed for drying PPE, which gets our firefighters back into their front line bunkers much faster. We currently air dry bunkers in a boiler room that is small, crowded and certainly not ideal. A safe, efficient and quick system to clean and dry bunker gear would ultimately keep our response capability and reduce the need of personnel to wear second line unsafe bunker gear. This unit will also give us a resource to prolong the service life of costly bunker gear.

### **More Details for PPE Washer/Extractor/Dryer.**

What is the purpose of this request?

**Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**



Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
6	\$240.00	\$1,440.00	Equipment

**DESCRIPTION**

Durable webbing high rise hose packs that secure hose for high rise standpipe operations. These packs ensure hose and nozzles stay secure during transport and movement to standpipe locations. They come with safety carry straps that are more user friendly and easier to carry. This will secure equipment and reduce the risk for injuries from high rise hose and nozzles that are "duck tapped" together and thrown over a shoulder to carry.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Ropes, Harnesses, Carabiners, Pulleys, etc.**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$518.00	\$1,036.00	Equipment

DESCRIPTION

300 foot sections of ½ inch static rescue rope with storage bag. This rope is NFPA compliant and is needed to perform rescues at multiple locations surrounding our community and county. Recent responses were hindered and delayed due to not having long enough rescue rope. This is a basic necessity during technical rescue responses.

**More Details for Ropes, Harnesses, Carabiners, Pulleys, etc..**

What is the purpose of this request? **Replace non-compliant equipment to current standard**

Specify the age of equipment in years: **10**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
6	\$856.00	\$5,136.00	Equipment

DESCRIPTION

5" X 100 foot nitrile rubber large diameter supply hose with storz connections. Our LDH supply hose on frontline apparatus have been failing and repaired multiple times. This shortage leaves some of our trucks not able to stretch a city block to connect to a hydrant. 6 additional sections would ensure all front line trucks have adequate supply hose.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested?

**Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding).

**No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

**Yes**

**EMS Training Aids**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$13,738.90	\$13,738.90	Equipment

**DESCRIPTION**

High fidelity training manikins are the standard of EMS training. Great Falls Fire Rescue currently has an aging ALS Megacode Kelly manikin that has been in service for 5 years and gets used multiple times each month. Without a service plan, this manikin is showing its use with regard to repeated airway maneuvers being performed on it, multiple IV access sites and many, many rounds of CPR being performed. The cost to replace the manikin is \$13,738.90. To adequately train on various sizes and ages of manikins, we would could use a Simulaids STAT Baby manikin which costs \$5056.95. Due to the high risk low volume of pediatric cardiac arrests, this is really the only way to train paramedics and EMT's for this event. Also, with the use of IO drills routinely on cardiac arrest patients, having an IO trainer would only enhance the care when applying it to patients. A Simulaids Humerus Intraosseous trainer is \$411.95.

**More Details for EMS Training Aids.**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Appliance(s)/Nozzle(s)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$1,234.00	\$2,468.00	Equipment

**DESCRIPTION**

Mid Force nozzles for high rise packs with folding pistol grips and stream straighteners. These nozzles would allow our front line engines to have high rise packs on them that have the capability to achieve required standpipe operation capabilities with flows and streams tat are effective. We currently have two frontline apparatus that do not have high rise standpipe packs on them due to a lack of nozzles and hose.

**More Details for Appliance(s)/Nozzle(s).**

What is the purpose of this request?

**Replace non-compliant equipment to current standard**

Specify the age of equipment in years:

**26**

Will the equipment being requested bring the organization into voluntary compliance with a

**Yes**

national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Power Lift Cot**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$51,950.00	\$103,900.00	Equipment

**DESCRIPTION**

Great Falls Fire Rescue is requesting 2 new ambulances through other COVID related money, but would have no money to equip the vehicles. We would request funding for 2 Stryker Cot systems, which are power lift cots with associated mounting hardware. The self-loading system for the cot is \$26,500 and the stretcher itself is \$24,700 with an installation fee of \$750. The total cost for 2 power lift cots and lift systems would be \$103,900. Having the self-loading, power lift cots is not only safer for our members to utilize, but they are safer for the patient when being loaded into the ambulances. Advanced ergonomics and power lifting ability only increases the lifespan of the paramedics and EMT's that generally lift these patients.

**More Details for Power Lift Cot.**

What is the purpose of this request?

**Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these **No** item(s)? (Funding for requested training should be requested as additional funding).

If you are not requesting training funds through **Yes** this application, will you obtain training for this equipment through other sources?

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
3	\$2,717.00	\$8,151.00	Equipment

**DESCRIPTION**

Hard suction drafting hose with adapters, strainers and truck mounts. This grant would allow us to serve our rural fire districts and mutual aid partners with 2 sections of hard suction hose and all needed adapters to conduct rural water supply shuttle and drafting operations for water supply. We currently have 3 trucks that do not have hard suction hose. With an increase in rural mutual aid requests and fire district responses, rural water supply operations have become the norm. However, we still have apparatus that do not have this capability even though our community is surrounded by areas that require this type of operation.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the **Yes** equipment being requested?

Are you requesting funding to be trained for these **No** item(s)? (Funding for requested training should be requested as additional funding).

If you are not requesting training funds through **Yes** this application, will you obtain training for this equipment through other sources?

**Ropes, Harnesses, Carabiners, Pulleys, etc.**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$149.00	\$149.00	Equipment

DESCRIPTION

The LifeSaver Victim Chest Harness is another piece of equipment that can be used in conjunction with other requested technical rescue equipment. Confined space, victim condition and timeliness for extractions for certain situations make this simple harness a valuable addition to technical rescue capability.

**More Details for Ropes, Harnesses, Carabiners, Pulleys, etc..**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Airway Equipment (Non-Disposable)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
5	\$1,576.00	\$7,880.00	Equipment

DESCRIPTION

King Vision Laryngoscopy has become an essential part of our cardiac arrest care. Having the ability to place advanced airways sooner, on the first attempt, during cardiac compressions, simply is the standard we strive for. We do not have these scopes integrated into all of our ALS gear. With 5 additional video

laryngoscopes, we would be able to place these devices on 3 remaining apparatus and 2 ambulances. We are hoping to purchase with federal CARES money. Videoscopes have become the standard of advanced airway placement and like other care we provide, we are attempting to maintain a high standard. The total cost of 5 video scopes is \$7880.00.

**More Details for Airway Equipment (Non-Disposable).**

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested?

**Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding).

**No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

**Yes**

**Hose (Attack/Supply)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
24	\$203.00	\$4,872.00	Equipment

**DESCRIPTION**

2 ½ X 50 foot poly tuff fire hose. This hose would be used for large diameter hand lines and sprinkler system connection at FDC's. Our current hose is from 1971 and is failing at a rapid rate. Many of our local volunteer departments that we offer mutual aid to utilize 2 ½ hose to gated wyes to supply hose lines rural urban interface properties with limited truck access to structures.

**More Details for Hose (Attack/Supply).**

What is the purpose of this request?

**Replace non-compliant equipment to current standard**



Specify the age of equipment in years: **50**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Airway Equipment (Non-Disposable)**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
3	\$1,248.62	\$3,745.86	Equipment

**DESCRIPTION**

In addition to trying to equip ambulances with stretchers, monitors and LUCAS CPR devices, we need funding for ALS equipment to include gear bags, suction units and oxygen bags. To be able to carry the gear and supplies to the patient is essential. Over time, the gear we have sustains a lot of wear and tear being taken in and out of trucks/ambulances. We also do not have enough gear to equip reserve trucks that are put into service for surge events, structure fire callbacks or stand-by events. The ALS/BLS bags and supplies would equip one fire truck and two ambulances. The total cost for 3 ALS bags, 3 O2 bags, 3 intubation kits, and 3 suction units would total \$3745.86.

**More Details for Airway Equipment (Non-Disposable).**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

**Ropes, Harnesses, Carabiners, Pulleys, etc.**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$7,500.00	\$7,500.00	Equipment

**DESCRIPTION**

Terradaptor Tripod System with rescue winch is NFPA certified in multiple configurations and has patented round feet with spikes for stability. It also has custom foot baskets for use on unstable ground and offers unlimited rigging positions with variable head angles and leg positions. The Terradaptor is the most versatile portable anchor system available for use in rescue, industrial and wildland environments. This unit would also reduce the number of Technical Rescue personnel needed to safely operate at an incident which reduces responder risk. Multiple incidents in our community have identified the need for this equipment to make future incidents/rescues possible and safer for both the victim and the rescuer. To name a few, incidents identifying this need were located at a refinery, a grain elevator and a cliff rescue along our community trail system. Unnecessary risk was warranted at each of these responses due to older and outdated equipment. With an increase in incidents around our community, this rescue equipment is in great need.

**More Details for Ropes, Harnesses, Carabiners, Pulleys, etc..**

What is the purpose of this request? **Replace non-compliant equipment to current standard**

Specify the age of equipment in years: **12**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the **Yes**

equipment being requested?

Are you requesting funding to be trained for these **No** item(s)? (Funding for requested training should be requested as additional funding).

If you are not requesting training funds through **Yes** this application, will you obtain training for this equipment through other sources?

**Ropes, Harnesses, Carabiners, Pulleys, etc.**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$259.00	\$259.00	Equipment

**DESCRIPTION**

The Lifesaver Victim Harness is an NFPA compliant victim harness that is used during rescue or recovery situations for both high and low angle situations. Our organization had a similar harness that was utilized during an emergency. The harness was saturated in blood and bodily fluids and was supposed to be cleaned by a local mutual aid partner. The harness was never returned and cannot be located. We currently do not have one which adds to the overall risk of "tying" our own during another similar event.

**More Details for Ropes, Harnesses, Carabiners, Pulleys, etc..**

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the **Yes** organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

Is your department trained in the proper use of the **Yes** equipment being requested?

Are you requesting funding to be trained for these **No** item(s)? (Funding for requested training should be requested as additional funding).

If you are not requesting training funds through **Yes** this application, will you obtain training for this equipment through other sources?

### Automatic Chest Compression Device (CPR)

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$16,295.84	\$32,591.68	Equipment

#### DESCRIPTION

Chest compression systems such as the LUCAS devise have become part of cardiac care. We have been able to purchase LUCAS devices through other grant funding, but this has only equipped 6 of our apparatus. In surge events, up to 4 apparatus are left without the ability to use compression systems. In these surge events, the crews are also limited to 3 personnel per apparatus. In the event of a cardiac arrest, high quality CPR is mediocre at best due to the limited responders and relying on manual compressions. LUCAS devises have shown to provide consistent compressions and they simply don't get tired. Our city has grown to approximately 25 square miles. Fire stations and the local private ambulance company have not moved locations. This increases response times and our ability to move patients to the hospital sooner. We stay on scene longer while performing manual compressions. Having LUCAS devises only enhances compressions fractions as well as frees a responder's "hands" up to perform other essential skills. Good cerebral perfusion as well as coronary perfusion pressure are essential for survival. A current quote from Stryker for LUCAS 3 Chest Compression Systems is \$16,295.84. There is an expense for the battery chargers, batteries and power cords. We are requesting 2 additional LUCAS devices for a total of \$32,591.68.

### More Details for Automatic Chest Compression Device (CPR).

What is the purpose of this request?

**Obtain equipment to achieve minimum operational and deployment standards for existing missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance.

**Yes**

Is your department trained in the proper use of the equipment being requested?

**Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding).

**No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

**Yes**

### PPE Washer/Extractor/Dryer

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
1	\$16,165.00	\$16,165.00	Equipment

#### DESCRIPTION

Unimac 45lb commercial hard mount washer extractor with unicinc micro controls, opti- spray rinse, inverter drive with 100 G Force extract. This unit is a hard mount unit which would serve two stations on our West side of town. This unit is for buildings with no basement. This would effectively complement our cancer reduction campaign mentioned above.

#### More Details for PPE Washer/Extractor/Dryer.

What is the purpose of this request? **Obtain equipment for new missions**

Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? In your narrative statement, please explain how this equipment will bring the organization into voluntary compliance. **Yes**

Is your department trained in the proper use of the equipment being requested? **Yes**

Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested as additional funding). **No**

If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? **Yes**

#### More Details for Equipment.

#### Narrative

##### Project Description

**Great Falls Fire Rescue (GFFR) has many needs. Our call volume has steadily increased and continues to do so. In 1995 we responded to nearly 3400 calls for service. In 2020 we were approaching 9,000. This year is no different. Approximately 5381 or 67% of our calls are EMS related. Our response units consist of**

municipally operated, non-profit advanced life support fire engines and two advanced life support ambulances. We currently do not bill for transport services and cannot recuperate costs. In 2015, we transported 5 patients. In 2021, we transported 67 patients as a result of surge events within our system. Our risks and response numbers increased but staffing numbers and equipment overall have remained the same. Our budget has not reflected the increase in responses or the equipment needed to mitigate these responses. The square miles of our city and population has increased but our tax base hasn't. This reflects not keeping up with equipment needs or replacing what exceeded its service life. We've requested equipment to mostly maintain and test what we have. Our request for equipment and SCBA reflects this. GFFR identified risk factors that could affect providing EMS care to our city and surrounding fire districts: aging equipment (cardiac monitors with software nearing its service life); limited manpower to conduct high quality CPR or "Pit Crew CPR," airway equipment that decreases the probability of securing advanced airways for first attempt intubations; and lack of equipment to supply reserve apparatus with ALS gear. Our goal to acquire modern equipment to meet American Heart Association recommendations, helps us provide quality Advanced Life Support care to our patients. Great Falls also considers additional risk factors with the need for high quality cardiac care. The percentage of people in Great Falls older than 65 is 18.4%, higher than the national average. This demographic is another indication of the need for the best equipment for ALS crews when responding to our higher risk cardiac patients. Additionally, our request for combat hose, nozzles, SCBA and hard suction hose, technical rescue equipment and thermal imagers reflect our need to maintain capability we already have and to bring older equipment up to NFPA standards. We have done the best with what we have for a very long time and have gotten to the point where our capability is starting to decline because of failing or unsafe equipment. This comes at a time when our responses have

never been so high. We have front line trucks lacking full compliments of hose or the capability to perform rural water supply because we don't have hard suction hose. We are at bare minimums of 1 3/4 attack lines and some of our large diameter attack lines are from 1971. Our thermal imagers don't meet NFPA standards and are hard to keep in service due to age, parts availability and battery life. Our ropes can't be used in some target hazard areas for technical rescue and our tripod is outdated and requires more people that we don't have, for an operation. Working fires in our community require additional alarms, bringing people back in, that are not already on duty. This can leave us short SCBA or masks because of broken and out of service packs. Again, we've made it work with what we have. However, the increased risk is hard to justify and only getting worse. We have also been requested to respond into our county to help smaller volunteer departments struggling with membership. We are a lifeline for them. The hard suction hose and appliances helps us help them when no hydrants are available. The same with technical rescue equipment. Extractors and hose washers help us keep what we have serviceable and extend service life delaying replacement costs but maintaining safety at the same time. We have taken our equipment, training and capability and utilized them as a true community resource to do our mission, which is to save lives and protect property.

#### Cost/Benefit

If awarded, this AFG grant would allow Great Falls Fire Rescue (GFFR) the ability to maintain and enhance its core mission of saving lives and protecting property. For some requested items, it starts with our own lives and safety. This fact alone would enable us to protect and serve others by being alive and healthy plus having the needed equipment to answer the call. Rescuers need properly maintained equipment that is toxin free. The requested extractors, SCBA washers and hose washers would enable GFFR to decontaminate PPE and equipment to minimize risk of unnecessary exposure and prolonging the life span of turn out gear because it is properly cleaned and

**cared for. Stringent budgets and lack of funding have long term impacts that affect capability as well as health. Doing more with less has been our moto for a long time. However, we are at point where we need the equipment to do the work. Statistics are endless that prove proper decon of PPE and equipment save lives. This helps ensure a healthy workforce to protect our community and neighbors in need. The hose, nozzles and appliances would yield benefits in surrounding areas. Modern, lightweight hoses with nozzles that function correctly and work with the newer lighter, kink free hose enable engine company crews to operate with smaller crews and still protect citizens and property with adherence to NFPA standards. Having enough hose on frontline apparatus is a necessity to operate effectively. Serving a community with a city wide trail system, grain elevators, oil refinery, missile silos and terrain with cliffs and very steep embankments is challenging without proper equipment. If awarded this AFG grant we would ensure we have rope long enough and hardware to respond efficiently and safely into these areas. We could also serve surrounding communities through mutual aid agreements that do not have this training or capability. We are their only source of response help for many miles. Unfortunately, technical rope rescues are becoming more frequent in our community and the risk has been steadily increasing for a tragic event that we do not have the equipment to handle. We train rigorously. However, our equipment hasn't kept pace with our passion to serve and protect. Recent calls have made this fact a reality. With no funding available this situation will only worsen. This AFG grant would enable that capability to remain and grow. With 67% of our mission being EMS and having a very limited budget to perform our tasks, the benefits of this grant would be enormous to the citizens of Great Falls and GFFR members. 100% of GFFR response vehicles would have updated cardiac monitors, ALS equipment, chest compression devices and training manikins. The service delivery enhancements potentially supplied by this grant opportunity cannot happen through**



normal budgetary means. 88 cardiac arrest responses in 2021 had the potential to use chest compression devices. With 3 man engine companies, mechanical chest compression devices are the fourth man. New cardiac monitors enhance these calls with the ability to transmit information to the ER/cath labs. ALS gear, training manikins, new power cots all relate back to that cardiac arrest patient, the stroke patient or the chest pain patient. Research has always shown that time counts, training counts and updated equipment can provide higher quality care. In the event GFFR would not receive this grant funding toward the purchase of the above equipment, paramedics and EMTs remain limited to older and less equipment. They will continue to have to move equipment from one truck to another in surge events. With the call load in 1995 being 3400 and increasing to over 8500 in 2020 with little tax growth to support budget requests, our EMS delivery will remain limited without grant assistance. In closing, this isn't a request for flashy gadgets. It is a request to maintain basic capabilities to help serve and protect citizens in an entire county.

#### Statement of Effect

Receipt of this grant will enhance Great Falls Fire Rescue's overall effectiveness, by allowing us to purchase the decontamination equipment required to meet national standards, effectively follow our own SOG's and protect personnel from fire ground contaminants that infect our gear post incident. This grant funding will improve our daily operations by ensuring we have clean safe PPE, hoses and nozzles to fight fire and tech rescue gear that is appropriate for the hazards in our community. This not only affects the safety of people from the City of Great Falls, but also the county residents from the 16 other volunteer departments that we have mutual aid agreements with. Simply put, this grant would have a far reaching positive effect on public safety for many people over many square miles. As stated, the service delivery enhancements potentially supplied by this grant opportunity cannot happen through normal budgetary means. The purchase of the requested EMS equipment allow our EMTs and

**Paramedics to provide a higher standard of quality care and meet the expanding needs of our growing community without having to pull ALS EMS equipment from one apparatus to supply another. In closing, GFFR greatly appreciates the time and consideration of the AFG Peer Reviewers in our quest to increase our capabilities with new equipment and training tools. Without these opportunities, many departments like ours would not be able to grow and deliver a much needed high level of care and ability to support the overall mission of saving lives and protection of property.**

**Total requested for Personal Protective Equipment (PPE) activity: \$118,206.50**

**SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
10	\$8,370.65	\$83,706.50	Equipment

**DESCRIPTION**

Great Falls currently has 3 apparatus with no SCBA. This became a very large issue on a recent interface fire that burned 25 structures including 11 homes. Numerous FF's were unable to utilize SCBA and had to withdraw from an area due to smoke conditions. The lack of SCBA also left the City with a reduced number of available equipment to provide for citizen and FF safety. This incident also left the department with 2 damaged SCBA that are unusable. GFFR has SCBA technicians that perform all maintenance and testing of the SCBA (hydrotesting excluded) to reduce the cost of maintenance and downtime of SCBA. During this pandemic GFFR command staff officers were forced to give there SCBA masks to department new hires. Our command staff officers also serve as ISO on greater alarm incidents, and are at times required to be in potentially hazardous areas at times.

**More Details for SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders.**

What is the purpose of this request?

**Increase supply for new hires/existing firefighters that do not have one set of turnout gear (PPE) or allocated seated position (SCBA). This includes replacing out of service equipment.**

Are you requesting for members that currently do not have above-mentioned item? **No**

Is your department trained in the proper use of the PPE/SCBA being requested? **Yes**

Are you requesting funding for training for this PPE/SCBA? **No**

If you are not requesting training funds through this application, will you obtain training for this PPE/SCBA through other sources? **Yes**

How many of your seated riding positions currently have compliant SCBA assigned to it? **45**

**To which edition(s) of the NFPA 1981 standard are your SCBA or Cylinders compliant? Please account for all SCBA/Cylinders currently in your department's inventory, not just the SCBA/Cylinders you wish to replace. If you have damaged or inoperable items, please list them in the "Obsolete/non-compliant" section.**

Year	SCBA Current Inventory	SCBA Being Replaced	Cylinders Current Inventory	Cylinders Being Replaced
2018 Edition	45	0	88	0
2013 Edition	0	0	50	20
2007 Edition and older	0	0	0	0
Obsolete/non-compliant	2	2	0	0

**SCBA Spare Cylinders**

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
30	\$1,150.00	\$34,500.00	Equipment

**DESCRIPTION**

GFFR operates with two different SCBA cylinders. GFFR purchased SCBA, but because of budget constraints we were unable to purchase enough spare bottles to replace ones designed for the ISI Viking SCBA. Having two different bottles has created confusion and safety risks on incidents. The department is working to become NIOSH and NFPA compliant by having the same bottle as the manufacturer. The current bottles are currently over half way to the end of service life removal requirement.

**More Details for SCBA Spare Cylinders.**

What is the purpose of this request? **Replace In-Service/In-Use/Expired noncompliant PPE to current standard**

Is your department trained in the proper use of the PPE/SCBA being requested? **Yes**

Are you requesting funding for training for this PPE/SCBA? **No**

If you are not requesting training funds through this application, will you obtain training for this PPE/SCBA through other sources? **Yes**

How many of your seated riding positions currently have compliant SCBA assigned to it? **45**

**To which edition(s) of the NFPA 1981 standard are your SCBA or Cylinders compliant? Please account for all SCBA/Cylinders currently in your department's inventory, not just the SCBA/Cylinders you wish to replace. If you have damaged or inoperable items, please list them in the "Obsolete/non-compliant" section.**

Year	SCBA Current Inventory	SCBA Being Replaced	Cylinders Current Inventory	Cylinders Being Replaced
2018 Edition	45	0	88	0
2013 Edition	0	0	50	30
2007 Edition and older	0	0	0	0
Obsolete/non-compliant	2	2	0	0

**More Details for Personal Protective Equipment (PPE).**

**Narrative**

Project Description

**Great Falls Montana is city located in north central Montana with a population of**

approximately 60,000 people, although the population varies during the day by up to 5,000 additional people due to commuting to work within the city. The fire department serves people within city limits as well as established fire districts outside of the city limits. The City of Great Falls Fire Department responds to approximately 8456 calls annually. At times, due to mutual aid agreements with rural areas and small departments, our resources are requested to augment resources needed to mitigate incidents to include, structure fires, wildland fires, hazmat incidents and technical rescue incidents. When these requests are made and we deploy resources and manpower, our equipment is stretched thin. Many of these apparatus respond without SCBA to maintain protection for the City of Great Falls. We try to maintain a fully equipped apparatus ready for all of our responses, but often times, we are forced to send apparatus that are not equipped with SCBA. We currently have three apparatus with no SCBA. That fact and when crews are called in they may have limited capability because of the SCBA shortage. With masks broken and limited funding taking its toll, GFFR officers that serve as incident safety officers had to give their masks to new members so they could ride on an engine. This leaves our ISO without IDLH protection while trying to actually protect other firefighters. We also have SCBA cylinders that are from two different manufacturers. With half of them nearing the end of serviceability and not having enough, we have requested bottles through this grant to give us what we need to be as effective as possible and be consistent with parts and supplies on hand. Great Falls Fire/Rescue has identified the following risk factors that could affect firefighter safety. Continued responding of apparatus not equipped with SCBA increases the risk of immediate and future health risks. Because of these increased risks FF's are unable to help with direct fire attack on certain types of fires. This reduces our effectiveness in providing a high level of customer service. When additional alarm fires are dispatched, recalled FF's are left with minimal to no SCBA for any additional calls that require them.

The benefits provided by the purchase and of this equipment requested would be shared not only by the members of the department, but the communities we serve. These communities include automatic aid communities and mutual-aid communities outside of our normal municipal response area. In the event Great Falls Fire Rescue does not receive funding for these items requested, the wear and tear will continue on older equipment, some of our apparatus will continue without full compliments or any SCBA, leaving apparatus without equipment needed for a large variety of calls. Great Falls Fire Rescue has an SCBA budget of \$8000 annually. This budget has to support annual calibrations, which exceed \$3000, and maintenance to current SCBA and their accessories. There is very little room for purchasing items of significant value. Even the smallest items on the SCBA come at a high cost. A new mask is nearly \$400. With the current inability to be reimbursed for any supplies, this budget is used up very quickly throughout the year. Being awarded this grant opportunity could affect our ability to provide ALS response and service for years to come. The SCBA maintenance budget has increased only marginally starting at \$6500 in 2016. Great Falls Fire Rescue's workload consists of approximately 33% fire protection and prevention. The pandemic lasting multiple years has created an additional stress on the department's budget. With illnesses the overtime budget has caused strain on all budgets. In the last 5 years GFFR is being called for mutual aid more often, resulting in additional wear and tear on equipment. The city of Great Falls along with our IAFF Local 8 union and administrative staff tried to pass a public safety mill levy several years ago and were met with overwhelming resistance from the tax payers. We have not approached this idea again. Not including the multiple fire alarms and HazMat incidents, Great Falls Fire has responded to 157 fires this year with 116 requiring the use of SCBA. With our limited budget, the benefits of this grant would be enormous to the citizens and visitors of Great Falls. All Great Falls Fire Rescue emergency

response vehicles would have current SCBA and spare SCBA bottles. The service delivery enhancements potentially supplied by this grant opportunity cannot happen through normal budgetary means. GFFR also is a Regional HazMat team, but due to state budget cuts, the SCBA for the program are supplemented by GFFR. This team is available to respond to HazMat incident anywhere in North Central Montana. In the event Great Falls Fire Rescue would not receive this grant funding toward the purchase of the above equipment, the FF's of Great Falls Fire Rescue will have to continue to respond with apparatus that are not equipped with SCBA. Thus creating possible safety risks to the public and the FF's of Great Falls. In closing, I appreciate the consideration to assist Great Falls Fire Rescue in our quest to increase our capabilities with much needed new equipment. Without these opportunities, many departments like ours would not be able to grow and deliver a much needed high level of service.

#### Statement of Effect

Receipt of this grant will enhance Great Falls Fire Rescue's overall effectiveness, by allowing us to purchase the decontamination equipment required to meet national standards, effectively follow our own SOG's and protect personnel from fire ground contaminants that infect our gear post incident. This grant funding will improve our daily operations by ensuring we have appropriate SCBA and gear appropriate for the hazards in our community. This not only affects the safety of people from the City of Great Falls, but also the county residents from the 16 other volunteer departments that we have mutual aid agreements. Simply put, this grant would have a far reaching positive effect on public safety for many people over many square miles.

## Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

### Grant request summary

Activity	Number of items	Total cost
Equipment	28	\$515,406.49
Personal Protective Equipment (PPE)	2	\$118,206.50
<b>Total</b>	30	\$633,612.99

Is your proposed project limited to one or more of the following activities : Planning and development of policies or processes. Management, administrative, or personnel actions. Classroom-based training. Acquisition of mobile and portable equipment (not involving installation) on or in a building.

Yes

### Budget summary

#### Budget summary

Object class categories	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$633,612.99
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
<b>Total direct charges</b>	\$633,612.99
Indirect charges	\$0.00



**Object class categories**

**Total**

<b>TOTAL</b>	<b>\$633,612.99</b>
<b>Non-federal resources</b>	
Applicant	\$57,601.18
State	\$0.00
Other sources	\$0.00
Remarks	
<b>Total Federal and Non-federal resources</b>	
Federal resources	\$576,011.81
Non-federal resources	\$57,601.18
<b>TOTAL</b>	<b>\$633,612.99</b>
Program income	\$0.00

## Contact information

No

### Secondary point of contact

Please provide a secondary point of contact for this grant.

The Authorized Organization Representative (AOR) who submits the application will be identified as the primary point of contact for the grant. Please provide one secondary point of contact for this grant below. The secondary contact can be members of the fire department or organizations applying for the grant that will see the grant through completion, are familiar with the grant application, and have the authority to make decisions on and to act upon this grant application. The secondary point of contact can also be an individual who assisted with the development, preparation, or review of the application.

**Jeremy Jones**  
Fire Chief

**Primary phone**  
4067918968  
Work

**Additional phones**  
4068991502  
Mobile

Fax

[jjones@greatfallsmt.net](mailto:jjones@greatfallsmt.net)

## Assurance and certifications

OMB number: 4040-0007, Expiration date: 02/28/2022 [View burden statement](#)

### SF-424B: Assurances - Non-Construction Programs

OMB Number: 4040-0007

Expiration Date: 02/28/2022

Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination

on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local

Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

## Certifications regarding lobbying

OMB Number: 4040-0013

Expiration Date: 02/28/2022

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section

1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OMB number: 4040-0013, Expiration date: 02/28/2022 [View burden statement](#)

## SF-LLL: Disclosure of Lobbying Activities

OMB Number: 4040-0013

Expiration Date: 02/28/2022

Complete only if the applicant is required to do so by 44 C.F.R. part 18. Generally disclosure is required when applying for a grant of more than \$100,000 and if any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Further, the recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event described in 44 C.F.R. § 18.110(c) that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by the applicant.

The applicant is not currently required to submit the SF-LLL.

## Notice of funding opportunity

I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible, and can be completed within the award's Period of Performance (POP).

## Accuracy of application

I certify that I represent the organization applying for this grant and have reviewed and confirmed the accuracy of all application information submitted. Regardless of intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, enforcement actions taken against an existing award pending investigation or review, or referral to the DHS Office of Inspector General.

## Authorized Organizational Representative for the grant

By signing this application, I certify that I understand that inputting my password below signifies that I am the identified Authorized Organization Representative for this grant. Further, I understand that this electronic signature shall bind the organization as if the application were physically signed and filed.

## **Authorization to submit application on behalf of applicant organization**

By signing this application, I certify that I am either an employee or official of the applicant organization and am authorized to submit this application on behalf of my organization; or, if I am not an employee or official of the applicant organization, I certify that the applicant organization is aware I am submitting this application on its behalf, that I have written authorization from the applicant organization to submit this application on their behalf, and that I have provided contact information for an employee or official of the applicant organization in addition to my contact information.



Commission Meeting Date: January 4, 2021  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Ordinance 3240: An ordinance by the City Commission amending Ordinance 3238 to correct the legal description referenced in the ordinance

**From:** Erin Borland, Planner III, Planning and Community Development

**Initiated By:** Planning and Community Development

**Presented By:** Craig Raymond, Director, Planning and Community Development

**Action Requested:** Adopt Ordinance 3240 on second reading

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (adopt/deny) Ordinance 3240.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

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**Staff Recommendation:** Staff recommends the City Commission adopt Ordinance 3240 on second reading.

**Summary:** On November 2, 2021, the City Commission approved and passed Ordinance 3238 to rezone the properties as described in the Ordinance to PUD Planned Unit Development. The applicant has completed and recorded the Certificate of Survey that retraced the properties located at 1300 River Drive. This Certificate of Survey has a more precisely determined legal description of the property which was rezoned to PUD in Ordinance 3238. Therefore, Ordinance 3238 needs to be revised to reflect the legal description on the Certificate of Survey that has been recorded. Ordinance 3240 Exhibit A, reflects the changes to show the revised names of the tracts of land that have been rezoned to PUD Planned Unit Development. The revised legal description of the properties reads as follows:

“Tracts 1-8 of Certificate of Survey #5319 located in the E1/2, NE1/4 of Section 1, Township 20 North, Range 3 East, and the W1/2, NW1/4 of Section 6, Township 20 North, Range 4 East, P.M.MT, City of Great Falls, Cascade County, Montana as shown in Exhibit A.”

The first reading to review Ordinance 3240 was conducted on December 21, 2021. At this meeting, the City Commission set the second reading date for January 4, 2022. If the Commission adopts Ordinance 3240, the legal description will be revised and all other provisions set forth in the original ordinance will remain in effect.

**Alternatives:** The City Commission could decide not to adopt Ordinance 3240, but this would result in an ordinance that inaccurately describes the properties that were rezoned.

**Attachments/Exhibits:**

Ordinance 3240

Ordinance 3240 Exhibit A



**ORDINANCE 3240**

**AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS,  
MONTANA AMENDING ORDINANCE 3238 TO CORRECT THE LEGAL  
DESCRIPTION REFERENCED IN THE ORDINANCE**

\* \* \* \* \*

**WHEREAS**, the subject properties, located at 1300 River Drive North and owned by WS Great Falls Real Estate, Inc. (Charlie Herwig), were rezoned to PUD Planned Unit Development zoning district by Ordinance 3238, adopted by the City Commission at a public hearing conducted on November 2, 2021; and

**WHEREAS**, the Certificate of Survey that retraced the properties located at 1300 River Drive North was recorded at the office of the Cascade County Clerk and Recorder on December 1, 2021 as Certificate of Survey #5319 and has more precisely determined the legal description of the property rezoned to PUD in Ordinance 3238; and

**WHEREAS**, for those reasons, it is necessary to correct the legal description in Ordinance 3238 to more accurately conform to the legal description now set forth in Certificate of Survey #5319.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA:**

Section 1. That the property description set forth in Ordinance 3238 be corrected to read: “Tracts 1-8 of Certificate of Survey #5319 located in the E1/2, NE1/4 of Section 1, Township 20 North, Range 3 East, and the W1/2, NW1/4 of Section 6, Township 20 North, Range 4 East, P.M.MT, City of Great Falls, Cascade County, Montana as shown in Exhibit A.”

Section 2. That all other provisions set forth in Ordinance 3238 remain in full force and effect.

Section 3. This ordinance shall be in full force and effect thirty (30) days after its passage and adoption by the City Commission.

ACCEPTED by the City Commission of the City of Great Falls, Montana on first reading December 21, 2021.

ADOPTED by the City Commission of the City of Great Falls, Montana on second reading January 4, 2022.

\_\_\_\_\_  
Bob Kelly, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

\_\_\_\_\_  
Jeffrey M. Hindoiem, City Attorney

State of Montana    )  
County of Cascade  : ss  
City of Great Falls )

I, Lisa Kunz, City Clerk of the City of Great Falls, Montana, do certify that I did post as required by law and as prescribed and directed by the Commission, Ordinance 3240 on the Great Falls Civic Center posting board and the Great Falls City website.

\_\_\_\_\_  
Lisa Kunz, City Clerk

(CITY SEAL)









Commission Meeting Date: January 4, 2022

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

**Item:** Alternative Project Delivery Contract Findings – Resolution No. 10438:  
Water Treatment Plant (WTP) Solids Mitigation Project, OF 1698.1

**From:** Engineering Division

**Initiated By:** Public Works Department

**Presented By:** Paul Skubinna, Public Works Director

**Action Requested:** Adopt Resolution No. 10438 for use of General Contractor Construction Manager (GCCM) Alternative Project Delivery Contract.

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission (adopt/deny) Resolution No. 10438 which provides written findings demonstrating that the statutory criteria are met for use of an alternative project delivery contract, GCCM, for the Water Treatment Plant Solids Mitigation Project, OF 1698.1.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

---

**Staff Recommendation:** Staff recommends that the City Commission adopt Resolution No. 10438.

**Summary:** City staff are recommending that the City Commission authorize the use of an alternative project delivery method – specifically a General Contractor Construction Manager (GCCM) contract -- for the upcoming Water Treatment Plant (WTP) Solids Mitigation Project. At its November 16, 2021 Work Session, City staff provided a presentation to the Commission on the subject of risk management in construction projects and the potential viability of the GCCM procurement model for upcoming projects.

This particular project at the WTP consists of installing new solids dewatering equipment, a facility to house and operate the equipment, and improvements necessary to provide truck access to pick up and haul dewatered solids off site. It is desirable to have construction of the project substantially completed by winter of 2022.

Pursuant to §§18-2-501 *et seq.* and 7-5-4302, MCA, the City Commission is required to make detailed written findings which demonstrate that the statutory criteria for utilizing an alternative project delivery method are met. At this time, City staff is recommending the Commission adopt Resolution No. 10438 as contained herein, which sets forth the required findings.

**Background:** The Great Falls WTP treats surface water from the Missouri River via conventional flocculation, sedimentation, and filtration treatment process. Residual solids, generally referred to as sludge, are generated from the primary/secondary clarification basins and clarification of filter backwash during the water treatment process. Currently, sludge is handled by either immediate discharge to the Wastewater Treatment Plant or onsite storage and thickening ponds. In the winter months, residual solids are discharged directly into the sanitary sewer collection system.

In 2015-2016, the City retained Advanced Engineering and Environmental Services (AE2S) to evaluate the existing WTP residuals management procedures and perform an alternative analysis that evaluated and recommended potential improvements. The evaluation recommended an overhaul of the existing storage pond system and construction of a screw press dewatering system, a new building to house the equipment, and site improvements to provide truck access to haul extracted solids off site. The project has an estimated payback period of 25 to 30 years.

In October of 2021, the City executed a professional services agreement with AE2S to design the project. Early on in the design process, it became apparent that the project would be a good candidate for an alternative project delivery method for the following reasons: an aggressive project completion schedule of early winter 2022; a desire to procure construction materials and equipment early on; the desire to manage project risk via early contractor engagement and involvement; and a desire to ultimately have the ability to negotiate a construction cost to meet the allocated budget.

The typical project delivery method used by the City is the Design Bid Build method. This is a linear process which consists of designing the project, producing construction bidding documents, publicly advertising and bidding the project, selecting the lowest responsible bidder, and constructing the project. However, Montana law allows for alternative project delivery methods for complex public construction projects that meet certain criteria. The proposed method of utilizing a GCCM contract consists of selecting a qualified contractor early on in the design process through a competitive Request for Qualifications and Request for Proposals (RFQ & RFP) in accordance with § 18-2-503, MCA. The benefits of this method include, but are not limited to: project schedule acceleration; contractor collaboration during the design process; transparency in project pricing; and the ability to ultimately negotiate a project construction cost prior to beginning construction.

The GCCM process consists of two distinct phases, with the GCCM providing both (1) preconstruction phase services and (2) construction phase services. Preconstruction phase services may include, but are not limited to: budgeting and scheduling services; construction means and methodology review; plan review during design; early procurement of construction materials and equipment; and providing a negotiated construction cost. Construction phase services consist of building or constructing the project from start to finish. The GCCM is typically selected via a competitive RFQ & RFP process near the 30% design milestone.

### Written Findings

In order to utilize a GCCM contract to deliver the WTP project, the City is required to make detailed written findings that demonstrate that the statutory criteria for utilizing an alternative project delivery method are met here. The following bullet points provide the specific criteria as well as the factual specifics demonstrating that the criteria are met in the case of this particular project. The findings below are set forth in Resolution No. 10438 as attached.

- **CRITERIA: § 18-2-502(1)(a), MCA – Demonstrate that the governing body has or will have knowledgeable staff or consultants who have the capacity to manage an alternative project delivery contract.**
  - The City has or will have knowledgeable staff and/or consultants who have the capacity to manage an alternative project delivery contract. In addition to Public Works and Legal Department staff, who have experience with and/or a working knowledge of the GCCM project delivery method and other construction and project management experience, the City has retained the services of Advanced Engineering and Environmental Services (AE2S, Nate Weisenburger, PE) Portage Building, 405 3rd St NW, Suite 205, Great Falls, MT to provide both design and construction administration services attendant to the project at issue. AE2S has direct experience in working with the GCCM procurement method in the context of water treatment facility projects.
- **CRITERIA: § 18-2-502(1)(b), MCA – Clearly describe the manner in which: (i) the alternative project delivery contract award process will be conducted, and (ii) subcontractors and suppliers will be selected.**
  - The alternative project delivery contract structure contemplated for this project will involve a GCCM contract as defined in § 18-2-501(5), MCA. The procurement and award process for that GCCM contract will follow the requirements of § 18-2-503, MCA and will involve the competitive solicitation of proposals from qualified GCCM providers through a combined RFQ & RFP process. Subcontractors and suppliers will then be selected through a competitive solicitation process conducted either (a) solely by the selected GCCM or (b) by the selected GCCM in conjunction with the City.
- **CRITERIA: § 18-2-502(2), MCA - Determine that the proposal meets at least two of the three following criteria: (a) the project has significant schedule ramifications and using the alternative project delivery contract is necessary to meet critical deadlines by shortening the duration of construction, (b) the alternative delivery method design process will contribute to significant cost savings, and (c) the project presents significant technical complexities that necessitate the use of an alternative delivery project contract.**
  - In accordance with § 18-2-502(2)(a), MCA, the City has determined that the timely completion of the contemplated construction has significant schedule ramifications in terms of completing the work with a minimum amount of disruption to the Water Treatment Plant operations, and avoiding (to the extent possible) the need to have to discharge residual solids directly into the sanitary sewer collection system. Maintaining complete operational functionality is of primary importance, whereas constructability input from the GCCM would assist in developing construction staging/sequencing to minimize downtime. The project schedule is aggressively set to achieve substantial completion prior to the winter of 2022, so as to minimize disturbance to plant operations and to reduce direct discharge loading on the wastewater treatment plant and sewer collection system appurtenances. Additionally, cost modeling conducted in 2017 indicated that the project will significantly reduce the current operations and maintenance costs by approximately

- 50%, or \$125,500 annually and a shortened duration of construction will expedite the realization of those savings.
- In accordance with § 18-2-502(2)(b), MCA, the City has determined that engaging and utilizing the services of a GCCM during the design and pre-construction phases will provide a greater opportunity for significant cost savings in terms of value engineering, construction planning and building / construction systems analysis and comparison. The site will require the reclamation of areas used to store water treatment residuals, and a portion of the building structure, including underground basins of relatively significant depth, may need to be situated on the reclaimed area. Technical input from the GCCM on means, methods, and strategies to adequately prepare the site for the building, execute the relatively deep excavations and basin construction, and manage potential groundwater issues will greatly enhance the recommendations of the engineering design consultants. Additionally, GCCM input regarding the means and methods associated with the initial installation and potential need to remove and replace the equipment over the life cycle of the facility would be beneficial. The initial staging and permanent location of the relatively heavy equipment could be optimized without the need for costly temporary measures to ensure safely placing the equipment into position.
  - CRITERIA: § 18-2-502(3), MCA - Demonstrate that using an alternative project delivery will not: (a) encourage favoritism or bias in awarding the contract, or (b) substantially diminish competition for the contract.
    - In accordance with § 18-2-502(3), MCA, the City hereby determines that the utilization of an alternative project delivery contract as described above will not either (a) encourage favoritism or bias in awarding the contract or (b) substantially diminish competition for the contract. The basis for that determination is as follows:
      - The procedures utilized for the competitive RFQ & RFP process will involve the same publication and solicitation processes that would otherwise be used to competitively solicit bids from a GC, i.e., publication in major state newspapers, utilization of plan exchanges, etc.;
      - The target pool of qualified GCCM entities will consist – at a minimum – of the same pool of qualified GC entities that would be likely participants in a competitive bid process for construction work only;
      - The criteria utilized to select the GCCM will be those set forth in § 18-2-503(2), MCA and any additional factors unique to the project, all of which are intended to avoid any favoritism or bias in the GCCM contract award process; and
      - At the conclusion of the GCCM selection process, the City will – as required by § 18-2-503(4), MCA – state and document in writing the reasons for selecting the successful GCCM candidate.

Significant Impacts

Utilizing the GCCM project delivery method is intended to result in: an accelerated project schedule; project risk reduction by early contractor collaboration during the design phase; transparency in cost estimating; and a negotiated construction cost. This is the first construction project in which the City has sought to use an alternative project delivery method. Approval of this process will lay the foundation for utilizing alternative project delivery methods on future complex projects which meet the alternative project delivery criteria.

Workload Impacts

If Resolution No. 10438 is adopted, additional workload will be required of City Public Works and Legal Department staff to compose the RFQ & RFP and GCCM contract documents. The design consultant, AE2S, will assist in preparing the RFQ & RFP documents. Additionally, City Personnel will assist in scoring and ranking the Proposals and in selection of the recommended GCCM. City Personnel will also compose a future Commission Agenda Report which will recommend award of a contract for preconstruction phase services and construction phase services to the selected GCCM.

Evaluation and Selection Process

If the Commission authorizes use of the GCCM method, a future Agenda Report will be presented to the Commission recommending award of a contract to the selected GCCM. The GCCM will be selected via a competitive RFQ and RFP process pursuant to § 18-2-503, MCA.

Citizen Participation

Citizens will have the opportunity to provide public comment during the City Commission meeting at which this Agenda Report item is presented, as well as an opportunity to comment on any recommended award of a contract to a selected GCCM if the City proceeds with that procurement model for this project.

Conclusion

At this time, City staff is recommending that the City Commission adopt Resolution No. 10438 and make the requisite factual findings as outlined above. City Commission adoption of the document is a necessary first step in moving forward with the use of an alternative project delivery method to complete the WTP Solids Mitigation Project.

**Fiscal Impact:** The project has been selected, prioritized, and executed in accordance with the Public Works Capital Improvements Program. Adoption of Resolution No. 10438 should have no adverse effects on Fiscal items.

**Alternatives:** The Commission could choose not to accept the Resolution, and as a result the project would be delivered via the Design Bid Build method.

**Concurrences:** Both the Public Works Department and Legal Department formally support Resolution No. 10438.

**Attachments/Exhibits:**

Resolution No. 10438  
Project Vicinity Map



## RESOLUTION NO. 10438

### A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA, RELATING TO THE USE OF AN ALTERNATIVE PROJECT DELIVERY CONTRACT FOR THE WATER TREATMENT PLANT SOLIDS MITIGATION PROJECT OF 1698.1

**WHEREAS**, the City of Great Falls, MT (“the City”) a municipality, is presently considering and planning for certain construction activities with respect to its Public Works infrastructure capital facilities, specifically a Water Treatment Plant (WTP) Solids Mitigation Project; and

**WHEREAS**, §§ 18-2-501 *et seq.* and 7-5-4302, MCA authorize the City to utilize an Alternative Project Delivery Contract for the procurement of such construction activities under certain conditions; and

**WHEREAS**, based on the information provided by City staff in the Agenda Report for this matter and the information presented to the Commission as part of its consideration of this Agenda item, the City Commission makes the following Findings that those conditions are met with respect to the construction activities presently contemplated for the WTP Solids Mitigation Project:

- (1) The City has or will have knowledgeable staff and/or consultants who have the capacity to manage an Alternative Project Delivery Contract. In addition to Public Works and Legal Department staff, who have experience with and/or a working knowledge of the General Contractor Construction Manager (GCCM) alternative project delivery method and other construction and project management experience, the City has retained the services of ***Advanced Engineering and Environmental Services*** (AE2S, Nate Weisenburger, PE) Portage Building, 405 3<sup>rd</sup> St NW, Suite 205, Great Falls, MT to provide both design and construction administration services attendant to the project at issue. AE2S has direct experience in working with the GCCM structure in the context of water treatment plant projects.
- (2) The Alternative Project Delivery Contract structure contemplated for this project will involve a General Contractor Construction Manager [GCCM] contract as defined in § 18-2-501(5), MCA. The procurement and award process for that GCCM contract will follow the requirements of § 18-2-503, MCA and will involve the competitive solicitation of proposals from qualified GCCM providers through a combined RFQ & RFP process. Subcontractors and suppliers will then be selected through a competitive solicitation process conducted either (a) solely by the selected GCCM or (b) by the selected GCCM in conjunction with the City.
- (3) In accordance with § 18-2-502(2), MCA, the City has determined that the timely completion of the contemplated construction has significant schedule ramifications in terms of completing the work with a minimum amount of disruption to the Water

- Treatment Plant operations, and avoiding (to the extent possible) the need to have to discharge residual solids directly into the sanitary sewer collection system. Maintaining complete operational functionality is of primary importance, whereas constructability input from the GCCM would assist in developing construction staging/sequencing to minimize downtime. The project schedule is aggressively set to achieve substantial completion prior to the winter of 2022, so as to minimize disturbance to plant operations and to reduce direct discharge loading on the wastewater treatment plant and sewer collection system appurtenances. Additionally, cost modeling conducted in 2017 indicated that the project will significantly reduce the current operations and maintenance costs by approximately 50%, or \$125,500 annually and a shortened duration of construction will expedite the realization of those savings.
- (4) In accordance with § 18-2-502(2), MCA, the City has determined that the engaging and utilizing the services of a GCCM during the design and pre-construction phases will provide a greater opportunity for significant cost savings in terms of value engineering, construction planning and building / construction systems analysis and comparison. The site will require the reclamation of areas used to store water treatment residuals, and a portion of the building structure, including underground basins of relatively significant depth, may need to be situated on the reclaimed area. Technical input from the GCCM on means, methods, and strategies to adequately prepare the site for the building, execute the relatively deep excavations and basin construction, and manage potential groundwater issues will greatly enhance the recommendations of the engineering design consultants. Additionally, GCCM input regarding the means and methods associated with the initial installation and potential need to remove and replace the equipment over the life cycle of the facility would be beneficial. The initial staging and permanent location of the relatively heavy equipment could be optimized without the need for costly temporary measures to ensure safely placing the equipment into position.
- (5) In accordance with § 18-2-502(3), MCA, the City hereby determines that the utilization of an Alternative Project Delivery Contract as described above will not either (a) encourage favoritism or bias in awarding the contract or (b) substantially diminish competition for the contract. The basis for that determination is as follows:
- The procedures utilized for the competitive RFQ & RFP process will involve the same publication and solicitation processes that would otherwise be used to competitively solicit bids from a GC, i.e., publication in major state newspapers, utilization of plan exchanges, etc.;
  - The target pool of qualified GCCM entities will consist – at a minimum – of the same pool of qualified GC entities that would be likely participants in a competitive bid process for construction work only;

- The criteria utilized to select the GCCM will be those set forth in § 18-2-503(2), MCA and any additional factors unique to the project, all of which are intended to avoid any favoritism or bias in the GCCM contract award process; and
- At the conclusion of the GCCM selection process, the City will – as required by § 18-2-503(4), MCA – state and document in writing the reasons for selecting the successful GCCM candidate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA,** that, based upon the foregoing Findings, use of an Alternative Project Delivery Contract in the form of a GCCM contract is hereby authorized for the Water Treatment Plant Solids Mitigation Project OF 1698.1.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana, on this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Bob Kelly, Mayor

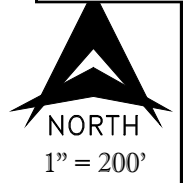
ATTEST:

\_\_\_\_\_  
Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

\_\_\_\_\_  
Jeffrey M. Hindoiem, City Attorney



P:\Engineering\inspector\Mark Juras\1 - Projects\1698.1 WTP Solids Mitigation Facility\CAD\VICINITY MAP.dwg



# WATER TREATMENT PLANT SOLIDS MITIGATION PROJECT

# VICINITY MAP

OF 1698.1

12-09 205





Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Appointment, Mayor Pro-Tempore  
**From:** Lisa Kunz, City Clerk  
**Initiated By:** Charter of the City of Great Falls  
**Presented By:** Great Falls City Commission  
**Action Requested:** Appoint Mayor Pro Tempore for a two-year term

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission appoint \_\_\_\_\_ to serve as Mayor Pro-Tempore, effective immediately, for a two-year term or until the City Commission has held an election.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Background:** Article III, Section 3, of the City Charter sets forth that “The Mayor Pro-Tempore shall serve in the absence of the elected mayor. The City Commissioners shall elect from among themselves a Mayor Pro-Tempore no later than one month after taking office. The Mayor Pro-Tempore shall serve a term of two years, or until the City Commission has held an election. Any vacancy in this office shall be filled by a special election among the remaining City Commissioners. Any person elected to fill such a vacancy shall serve the remaining portion of the term in which the vacancy occurred.”

**Current City Commissioners are:**

Eric Hinebauch  
 Joe McKenney  
 Rick Tryon  
 Susan Wolff



Commission Meeting Date: January 4, 2022

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

**Item:** Appointments, Great Falls Citizen’s Council  
**From:** City Commission  
**Initiated By:** City Commission  
**Presented By:** City Commission  
**Action Requested:** Appoint two members of the City Commission to serve on the Great Falls Citizen’s Council for 2022.

**Suggested Motion:**

1. Mayor moves:

“I move that the City Commission appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the Great Falls Citizen’s Council also known as Council of Councils for a one-year term ending on December 31, 2022.”

-Or-

“I move that the City Commission appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the Great Falls Citizen’s Council also known as Council of Councils for the January 25, 2022 meeting; appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the Council for the May 24, 2022 meeting; and appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the Council for the October 25, 2022 meeting.”

2. Mayor calls for a second to the motion, public comment, Commission discussion, and calls for the vote.

**Staff Recommendation:** It is recommended that the Mayor appoint two members from the City Commission to serve as the Commission’s representatives for the Great Falls Citizen’s Council in accordance with Title 2, Chapter 19, Section 090 the Official Code of the City of Great Falls (OCCGF).

**Summary:** Pursuant to the Charter of the City of Great Falls, the Neighborhood Council program was established by Ordinance 2727 in 1997. There are nine separate Council districts throughout Great Falls.

**Background:** The Great Falls Citizen’s Council was created to act as a forum to address issues of community wide concern and resolve disputes among the individual neighborhood councils. The members are comprised of one member from each neighborhood council and two members of the City Commission who shall be appointed by the Mayor. The council meets three times a year, usually in

January, May and October. The January meeting is scheduled for January 25, 2022 at 7:00 PM in the Gibson Room of the Civic Center. The tentative dates for the other meetings are May 24 and October 25, 2022.



Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Appointment to the Audit Committee  
**From:** City Manager’s Office  
**Initiated By:** City Commission  
**Presented By:** City Commission  
**Action Requested:** Appoint one Commissioner to the Audit Committee effective January 4, 2022.

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission appoint Commissioner \_\_\_\_\_ to the Audit Committee effective January 4, 2022.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Summary:**

The Audit Committee was established by the City Commission in October of 1992 and currently consists of six members to include the Mayor, a Commissioner, the City Manager, the Finance Department Director and two private citizens. This appointment will replace Commissioner Houck who resigned in November 2021.

The Audit Committee provides assurance that the financial disclosures made by management reasonably portray the City’s financial condition, results of operations and plans and long-term commitments. The Committee oversees the external audit coverage, reviews accounting policies and reviews financial statements.

Members of the Audit Committee should collectively possess technical expertise in accounting, auditing, and financial reporting to fulfill its duties.

Continuing members of this Committee are:

- Mayor Kelly
- City Manager Doyon
- Finance Director Kinzler
- Private Citizen John Dutzer
- Private Citizen Stephanie Berg





Commission Meeting Date: January 4, 2022  
**CITY OF GREAT FALLS**  
**COMMISSION AGENDA REPORT**

**Item:** Appointment to the City-County Board of Health  
**From:** City Commission  
**Initiated By:** City Commission  
**Presented By:** City Commission  
**Action Requested:** Appoint new Mayor’s representative to the City-County Board of Health

**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission appoint \_\_\_\_\_ to the City-County Board of Health as the Mayor’s representative, effective January 4, 2022.”

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

**Summary:** The City-County Board of Health was created through an *Agreement* entered into between Cascade County and the City of Great Falls in 1975 to establish a board of health as contemplated by the provisions of Montana law relating to local boards of health, specifically § 50-2-106, MCA. Under the terms of the 1975 *Agreement*, the City-County Board of Health consists of seven members:

- A member of the Cascade County Board of Commissioners or his/her representative;
- The Mayor of the City of Great Falls or his/her representative;
- The District Superintendent for Great Falls Public Schools;
- A licensed clinician representing the Cascade County Medical Association appointed jointly by the City and County;
- A licensed dentist representing the Cascade County Dental Association appointed jointly by the City and County; and
- Two or more interested citizens, with the number being equal from within the City of Great Falls and from the area of Cascade County outside of the City of Great Falls.

Commissioner Robinson has served as the Mayor’s representative on the Board of Health since January of 2018 and his term of office as a City Commissioner has now expired. This appointment will be to replace Commissioner Robinson as the City of Great Falls’ elected official representative on the Board of Health and the position can be filled by either the Mayor or his/her representative.

During the December 21, 2021 City Commission meeting the Commission reappointed Amanda Ball to serve a three year term through December 31, 2024 as the City of Great Falls citizen member.