



***Racine Fire Department***  
*810 Eighth St, Racine WI 53403*

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November 28, 2018

Honorable Mayor and  
Common Council

Dear Honorable Mayor and Common Council,

I am requesting permission to apply for and accept funding from the Wisconsin Department of Military Affairs/Wisconsin Emergency Management for the purpose of acquiring a chemical and radiological detection monitoring equipment. In order to avoid tariff costs which will go into effect after December 31, 2018, we are requesting that the purchasing agent be directed to use the vendor information provided by the State of Wisconsin Department of Military Affairs/Wisconsin Emergency Management to order this equipment as soon as possible.

In the 2017-19 State Budget \$500,000 is being provided to support equipment needs for the Wisconsin Hazardous Materials Response System (WHMRS) teams. Working with the team coordinators and the Wisconsin State Fire Chiefs Association, a schedule was prepared to allocate the funding and the specific equipment for each of the Haz Mat teams. The team coordinators identified preferred equipment to support the goal of standardizing equipment to achieve further interoperability between teams. By having the same equipment, it would also have standardized training and team validation to the designated National Incident Management System (NIMS) typing level assigned within the WHMRS.

To expedite the purchase process, Wisconsin Emergency Management (WEM), as the grant funding administrator, is providing a Letter of Commitment (LOC) for the Racine Fire Department rather than the normal funding approval and signature process. Attached to this communication you will find the LOC for the Racine Fire Department which includes the funding allocated and the equipment designated for our team.

Here are the agreed upon conditions of this grant

- There is no additional funding available under the grant for our team other than the LOC identified amount. Any additional expense associated with this grant will be covered from our Haz Mat fund. No levy dollars will be used.
- Only the items enumerated in the LOC are eligible for reimbursement. Reimbursement of identified equipment must be submitted before June 30, 2019 – there will be NO grant time extensions.



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- The coordinators have worked together to identify, and the Haz Mat Fire Chiefs agreed, to a standardized equipment list and a preferred vendor supplying the equipment with the price designated on the LOC.
- Our department is required to apply in Egrants for uploading reimbursement requests and for WEM to manage the grant.
- We will follow our purchasing department procurement rules.
- The equipment must be ordered by December 31, 2018, to avoid tariff costs.

This is a reimbursement grant.

Grant control #00203

**Fiscal Note:** The grant awarded is for \$114,507.55. There is no hard match for the grant. Any soft match will be funded from the fire department's State Haz Mat fund. No levy dollars are involved.

Respectfully submitted,

Steve Hansen, Fire Chief