
	COUNTY OF ALBEMARLE Department of Fire Rescue STANDARD ADMINISTRATIVE POLICY	
	Subject:	Apparatus Replacement Guidelines
	Reference Number:	SAP-DEP-025
	Effective Date:	1 August 2005
	Last Revision Date:	N/A
Signature of Approval:	 J. Dan Eggleston, Chief	

Purpose:

The purpose of this policy is to outline the apparatus replacement guidelines for fire, rescue, & EMS apparatus.

Background:

This policy was adopted by the Albemarle County Fire Rescue Advisory Board (ACFRAB) at the 27 July 2005 meeting.

Definitions:

Apparatus Evaluation Team (AET) – a team of personnel tasked with the annual inspection and evaluation of apparatus nearing replacement. The team shall consist of the following:

1. ACFRAB Apparatus Committee Member
2. Fire Rescue Staff Person
3. Third Party Maintenance Contractor – a certified Emergency Vehicle Technician (EVT)
4. Chief of Station or Designee

Heavy Apparatus – Squad, Engine, Tanker, Truck/Ladder/Tower, Mini-Pumper, Rescue Engine

Light Apparatus – Ambulance, Command Vehicles, Quick Response EMS Vehicles

Specialty Apparatus – Air Utility, MCI/Logistics, Trailers, Hazardous Materials, etc.

Policy:

General

To ensure the safest and most efficient use of Albemarle County fire and EMS resources, the following Apparatus Replacement Guidelines shall be the standard practice.

The goal of this guideline is to have heavy apparatus and brush trucks replaced between 17-20 years old and light apparatus replaced between 100,000 and 120,000 miles. Specialty apparatus such as air utility vehicles, hazardous materials units, and MCI vehicles shall be evaluated on a case-by-case basis and included in the CIP as necessary – in many cases these vehicles will have low use and low mileage enabling them to be safely utilized well beyond 20 or 25 years.

Factors influencing apparatus replacement are age, mileage, cost per mile, and overall condition of the apparatus; the greatest weight is placed on mileage and age.

The ACFRAB, based on recommendations from the Apparatus Committee, will publish the Apparatus Replacement Plan annually.

Heavy Apparatus & Brush Trucks

1. During the spring of each year, all apparatus sixteen (16) years old and older shall be inspected by the AET using the Heavy Apparatus & Brush Truck Evaluation Form.
2. The AET, based on the inspection, will make recommendations for improving the performance or extending the expected life span of the apparatus.
i.e., If the evaluation of an engine indicates that the cab, body, suspension, pump, tank, systems, appearance, etc. are all of good condition, but the transmission and rear-end is not, the AET may recommend replacing the transmission and rear-end to ensure the apparatus is in good condition and will be safe and functional through years 20-25.
3. The AET will also consider the service time lost due to the apparatus being marked as "out-of-service" for mechanical reasons.
4. A chief officer may request an inspection of any apparatus to be considered for replacement prior to meeting the minimum age requirement if other factors are influencing the need to replace the apparatus immediately.
5. Scores from the evaluation form will be compiled and summarized in a report to be given to the ACFRAB Apparatus Committee.
6. The Apparatus Committee shall provide a copy of the report along with recommendations on which apparatus should be replaced for that year to the ACFRAB in the form of an executive summary.
7. The ACFRAB shall publish and adopt an Apparatus Replacement Plan annually. This plan is submitted to the OMB and evaluated through the annual CIP process.

Light Apparatus

1. During the spring of each year, all apparatus at 80,000 miles or greater shall be inspected by the AET using the Light Vehicle Evaluation Form.
2. The AET, based on the inspection, will make recommendations for improving the performance or extending the expected life span of the apparatus.
i.e., If the evaluation of an ambulance indicates that the body, systems, appearance, etc. are all in good condition, but the annual mileage estimate indicates the ambulance will be over 100,000 miles, the AET may recommend moving the ambulance into a reserve status to reduce the annual miles traveled thereby extending its useful life at least another year.
3. The AET will also consider the service time lost due to the apparatus being marked as "out-of-service" for mechanical reasons.
4. A chief officer may request an inspection of any apparatus to be considered for replacement prior to meeting the minimum mileage requirement if other factors are influencing the need to replace that apparatus immediately.
5. Scores from the evaluation form will be compiled and summarized in a report to be given to the ACFRAB Apparatus Committee.
6. The Apparatus Committee shall provide a copy of the report along with recommendations on which apparatus should be replaced for that year to the ACFRAB in the form of an executive summary.
7. The ACFRAB shall publish and adopt an Apparatus Replacement Plan annually. This plan is submitted to the OMB and evaluated through the annual CIP process.



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HEAVY APPARATUS & BRUSH TRUCK EVALUATION FORM

Apparatus #		Vehicle #		Year	
Make		Model			
Beginning Mileage		Ending Mileage		Total Miles	
Mechanical Out-of-Service Time:					

CAB ASSEMBLY

(includes metal skin, structural components, steps, doors, windows, paint, and upholstery)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

BODY ASSEMBLY

(includes metal skin, structural components, compartments, doors, shelves, and trays)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

DRIVE TRAIN

(includes engine and transmission)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

SUSPENSION

(includes struts, shocks, leaf springs, and instant tire chains)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

FIRE PUMP

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

FOAM SYSTEM

(if applicable)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

We will provide the highest quality services to protect and preserve the lives, property, and environment of our community.

ELECTRICAL SYSTEM

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

MILEAGE

(k = 1,000)

0-50k	50k-75k	75k-100k	100k-150k	150k+
Excellent	Very Good	Good	Fair	Poor
5	10	15	20	25

COST PER MILE

\$0.00-\$0.25	\$0.26-\$0.50	\$0.51-\$0.75	\$0.76-\$1.00	\$1.00+
Excellent	Very Good	Good	Fair	Poor
2	4	6	8	10

AGE

0-5 Years	6-10 Years	11-16 Years	17-20 Years	20+ Years
Excellent	Very Good	Good	Fair	Poor
5	10	15	20	25

OVERALL APPEARANCE

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

Comments: _____

OVERALL SCORE: _____ (Out of 100)

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LIGHT APPARATUS EVALUATION FORM

Apparatus #	Vehicle #	Year
Make	Model	
Beginning Mileage	Ending Mileage	Total Miles
Mechanical Out-of-Service Time:		

CAB ASSEMBLY

(includes metal skin, structural components, steps, doors, windows, paint, and upholstery)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

BODY ASSEMBLY

(includes metal skin, structural components, compartments, doors, shelves, and trays)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

DRIVE TRAIN

(includes engine and transmission)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

SUSPENSION

(includes struts, shocks, leaf springs, and instant tire chains)

Excellent	Very Good	Good	Fair	Poor
1	2	3	4	5

ELECTRICAL SYSTEM

Excellent	Very Good	Good	Fair	Poor
2	4	6	8	10

MILEAGE

(k = 1,000)

0-49k	50k-59k	60k-79k	80k-99k	100k+
Excellent	Very Good	Good	Fair	Poor
8	16	24	32	40

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COST PER MILE

\$0.00-\$0.25	\$0.26-\$0.50	\$0.51-\$0.75	\$0.76-\$1.00	\$1.00+
Excellent	Very Good	Good	Fair	Poor
2	4	6	8	10

AGE

0-2 Years	3-4 Years	5-6 Years	7-8 Years	8+ Years
Excellent	Very Good	Good	Fair	Poor
2	4	6	8	10

OVERALL APPEARANCE

(Including condition of patient compartment)

Excellent	Very Good	Good	Fair	Poor
2	4	6	8	10

Comments: _____

OVERALL SCORE: _____ (Out of 100)