

## M E M O R A N D U M

DATE: July 27, 2004  
TO: The Board of Supervisors  
FROM: Richard M. Miller, Fire Chief  
SUBJECT: Expenditure of Grant Funds - Decontamination Shower Units

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James City County and the City of Williamsburg were awarded a \$249,998 joint grant to purchase a number of items in response for a Weapons of Mass Destruction (WMD) event by both County and City police and fire agencies. A total of \$120,000 was identified for the purchase of a decontamination unit for each of the jurisdictions.

A joint committee of County and City representatives evaluated the current needs and made recommendations on the purchase of equipment in accordance with grant guidelines. Its recommendation is to purchase two 20-foot decontamination trailers from Advanced Containment Systems, Inc., at a cost of \$58,500 each. These trailers meet the established budget and will meet the police and fire agencies' needs for rapid deployment, quick setup, and serving multiple functions in a variety of emergencies. The Police and Fire Chiefs of the City and County have concurred with the committee recommendations and authorized the County to proceed with the purchase.

Upon consultation with the Purchasing Office, it was determined this is a sole source procurement. Advanced Containment Systems, Inc., is the only source practicably available to provide the trailers with the features required to meet the police and fire agencies' needs as determined by the joint committee. The cost has been determined to be reasonable through price comparison with similar units.

As a purchase exceeding \$100,000, this expenditure must be authorized by the Board of Supervisors.

Staff recommends approval of the attached resolution.

  
Richard M. Miller

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expenditure.mem

Attachment