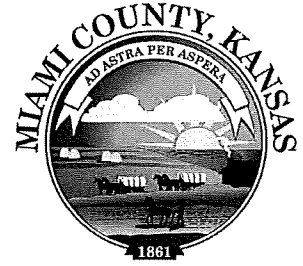


BOARD OF COUNTY COMMISSIONERS STUDY SESSION AGENDA

Wednesday, April 14, 2021 | 10:00 a.m.



-
1. General Discussion.
 2. Discuss Federal Lands Access Program, Hillsdale Lake Access with Matthew Oehlert.
 3. Discuss purchase of SCBA for Louisburg Fire with Mark Whelan.
 4. Receive economic development monthly report from Janet McRae.
 5. Discuss employee benefits renewal at 11:00 a.m. in training room.

MIAMI COUNTY

STAFF REQUEST FOR COMMISSION ACTION

Print Form

SUBMITTED BY: Matthew Oehlert	REQUESTED MEETING DATE: Wednesday, April 14, 2021
DEPARTMENT: Road and Bridge	REQUESTED MEETING: <input checked="" type="checkbox"/> STUDY SESSION <input checked="" type="checkbox"/> REGULAR MEETING
CONTACT INFORMATION: moehlert@miamicountyks.org	PROJECT / REFERENCE NUMBER: 20-04-CO (673)

AGENDA SUBJECT:
Federal Lands Access Program Hillsdale Lake Access-Preliminary Engineering, Right of Way, Construction Contracting and Construction Engineering Modified Agreements

AGENDA SUBJECT BACKGROUND / DESCRIPTION:
Modified agreements for The Federal Lands Access Program (FLAP). The modified Project Memorandum of Agreement adds additional types of work including Right of Way, Construction Contracting and Construction Engineering. The modified Funds Transfer Agreement adds the costs and due dates for the additional work.

Minimum local match of 20% of total project cost is required.
Local Match - \$320,000 (\$10,000 previously paid for Scoping 5/5/2020, \$310,000 still owed)
Federal Match - \$1,600,000

REQUESTED ACTION / STAFF RECOMMENDATION:
Commission to authorize Commission Chair to execute the Project Memorandum of Agreement Modification # 001 and the Funds Transfer Agreement Modification # 002 dated March 16, 2021.

BUDGET IMPACT:
\$310,000

BUDGET AVAILABLE FOR THIS ITEM:	BUDGET REMAINING FOR THIS ITEM:	
FUND / LINE ITEM TO BE CHARGED:	ITEM BUDGETED?: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	CAPITAL PROJECT?: <input type="checkbox"/> YES <input type="checkbox"/> NO

Matthew Oehlert Digitally signed by Matthew Oehlert
Date: 2021.04.08 09:17:07 -05'00'

4/8/2021

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

Steve Lyman
SIGNATURE:

DATE:

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

Steve Kell
SIGNATURE:

4-8-21
DATE:

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

Accepted

Denied

Postponed

Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

Yes No

NPG Account Number:

Mail Distribution Required:

Mailed By:

Yes No

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

Project / Facility Name: KS FLAP MIA 253(1)

Project Route: Hillsdale Lake Access

State: Kansas

County: Miami County

Owner of Federal Lands to which the Project Provides Access: U.S. Army Corps of Engineers,
Kansas City District (Northwestern Division)

Entity with Title or Maintenance Responsibility for Facility: Miami County, KS

Type of Work:

Preliminary Engineering: Scoping, **Environmental compliance, preliminary and final design, all necessary permits**

Right of Way: **Acquire all necessary right of way and easements needed for the project**

Construction/Construction Contracting: **Acquisition of construction contractor to perform work in accordance with the construction contract (plans, specifications, and estimate)**

Construction Engineering: **Administration of the construction contract**

This Agreement does not obligate (commit to) the expenditure of Federal funds nor does it commit the parties to complete the project. Rather, this Agreement sets forth the respective responsibilities as the project proceeds through the project development process.

Parties to this Agreement: FHWA-Central Federal Lands Highway Division (CFLHD), Miami County, U.S. Army Corps of Engineers

The Program Decision Committee approved this project on

10/11/2018

Date

AGREED:

Rob Roberts, Chair BOCC
Miami County, KS

Date

Judy Salomonson
Chief of Business Operations
FHWA-CFLHD

Date

[enter project number and name]

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

A. PURPOSE OF THIS AGREEMENT

This Agreement documents the intent of the parties and sets forth the anticipated responsibilities of each party in the development, construction, and future maintenance of the subject project. The purpose of the Agreement is to identify and assign responsibilities for the environmental analysis, design, right-of-way, utilities, acquisition and construction as appropriate for this programmed project, and to ensure maintenance of the facility for public use if improvements are made. The parties understand that any final decision as to design or construction will not be made until after the environmental analysis required under the National Environmental Policy Act (NEPA) is completed (this does not prevent the parties from assigning proposed design criteria to be studied in the NEPA process.) Any decision to proceed with the design and construction of the project will depend on the availability of appropriations at the time of obligation and other factors, such as issues raised during the NEPA process, a natural disaster that changes the need for the project, a change in Congressional direction, or other relevant factors.

If Federal Lands Access Program funds are used for the development or construction of this project, Miami County agrees to provide a matching share equal 20% of the total cost of the project, as detailed more fully in Sections J and K below.

B. AUTHORITY

This Agreement is entered into between the signatory parties pursuant to the provisions of 23 U.S.C. 204.

C. JURISDICTION AND MAINTENANCE COMMITMENT

Miami County has jurisdictional authority to operate and maintain the existing facility and will operate and maintain the completed project at its expense.

D. FEDERAL LAND MANAGEMENT AGENCY COORDINATION

Miami County has coordinated project development with the U.S. Army Corps of Engineers, Kansas City District. The U.S. Army Corps of Engineers, Kansas City District support of the project is documented in the Kansas Federal Lands Access Program Project Application for this project submitted by Miami County to FHWA-Central Federal Lands Highway Division. Each party to this agreement who has a primary role in NEPA, design, or construction shall coordinate their activities with the U.S. Army Corps of Engineers, Kansas City District.

E. PROJECT BACKGROUND/SCOPE

The Central Federal Lands Highway Division (CFLHD) of the Federal Highway Administration (FHWA), in cooperation with the U.S. Army Corps of Engineers (USACE) and Miami County (County), are proposing improvements to 253rd Street, or Orleans Road. This roadway accesses the Hillsdale State Park and Hillsdale Reservoir area which is owned by the USACE and maintained by Miami County.

Project Location: Improvements will begin at W 253rd Street at the intersection of Harmony Road and proceeds west and north for approximately 0.75 miles and ends at the paved portion of Orleans Road.

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

General Project Description: The project scope includes the widening, rehabilitation and asphalt overlay of 253rd Street and Orleans Road to improve safety and pavement conditions as well as to better public access to the reservoir area. The project includes grading, drainage improvements, placement of roadway aggregate base, hot asphalt overlay, signing, striping, and other safety-related features necessary to meet current design practices.

Work Required: The work required per this agreement will include the development of a scoping summary, scoping report, and preliminary estimate for design, construction, and construction engineering to verify the scope and cost for the proposed project.

The full scope of the proposed project is to include preliminary engineering, construction and construction engineering of 253rd Street/Orleans Road. This agreement is to be modified to include the full scope of work after the initial scoping effort is completed.

Environmental Compliance and Permitting: CFLHD will be the lead agency for environmental compliance and permitting. It is anticipated that this project will result in a Categorical Exclusion. 404/401 permits are anticipated.

Survey: CFLHD will perform on the ground surveys supplemented with data provided by the County.

Highway Design and Safety: The project includes the widening of the existing pavement width to 24' for the length of the project. A safety edge will be provided throughout the project for vehicles leaving the road surface. Roadway signage will be updated per MUTCD requirements.

Pavement Design: A field investigation is required to determine existing pavement thicknesses throughout the project. The County typical section is usually 4" of asphalt over 6" of aggregate base. FHWA typical section is usually 3" of asphalt over 6" of aggregate base.

Geotechnical: No geotechnical investigations or designs are anticipated on the project.

Hydrology/Hydraulics: CFLHD will perform a hydrologic/hydraulic analysis of the existing structures along the route. There are two existing culverts on the project. The culvert on Orleans Road is relatively new. It may need to be extended to accommodate the roadway guardrail widening. The culvert on 253rd Street is anticipated to be replaced. No other culverts are identified in the area.

Right of Way: Existing right-of-way (ROW) widths were estimated from information available on the Miami County, Kansas GIS database. Final right-of-way linework will be developed as part of the final design.

Right-of-way is shown to be approximately 30-ft wide along 253rd Street. The property to the south of 253rd Street appears to be owned by Hillsdale Lake Park/USACE. At this time, it is not anticipated that right-of-way acquisitions will be required due to the minor widening along 253rd Street.

Right-of-way is shown to be approximately 40-ft wide along Orleans Road. The property to the west of Orleans Road appears to be owned by Hillsdale Lake Park/USACE. In addition, there is a 12-ft (approximate) strip of property on the east side of Orleans Road that also appears to be owned by Hillsdale Lake Park/USACE. During the scoping meeting, it was discussed that this eastern strip may be an easement for utilities. The eastern boundary of the narrow strip is assumed to be the federal property

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

line. USACE will provide boundary line and survey notes of the area. At this time, it is not anticipated that right-of-way acquisitions will be required due to the paving and minor widening along Orleans Road.

The edge of road return in the northeast corner of the intersection of W 253rd Street and Orleans Road appears to protrude into the parcel in that location. Ownership of this parcel is unknown. Design of the paved surface will prioritize avoidance of any ROW acquisitions in this area. At this time, it is not anticipated that ROW will be required due to the paving at the 253rd Street and Orleans Road intersection.

Work at the existing culvert crossing under Orleans Rd. may require a TCE or permanent easement. A TCE or permanent easement required for culvert work under Orleans Road is assumed to be on Hillsdale Lake Park/USACE property.

Construction: The contractor is expected to maintain a single lane of traffic at all times through the use of flaggers.

F. PROJECT BUDGET

Item	Estimated Cost	Comments
Preliminary Engineering (PE) and Environmental Compliance	\$325,000	Includes scoping
ROW Acquisition & Utility Relocation	\$0	
Construction Contract (CN)	\$910,000	
Construction Engineering (CE)	\$180,000	
Contingency and Escalation	\$185,000	Contingency
Total	\$1,600,000	

~~Estimates are pre-scoping “template” values.~~ **Estimates are post-scoping, Project Development Plan values.**

G. ROLES AND RESPONSIBILITIES

Responsible Party	Product/Service/Role	Comments
FHWA-CFLHD	<ul style="list-style-type: none"> Develop and sign this Memorandum of Agreement Manage project development schedule and preliminary engineering costs 	

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

Responsible Party	Product/Service/Role	Comments
	<ul style="list-style-type: none"> • Preliminary engineering towards the development of a Scoping Summary and Project Development Plan (PDP) • Lead agency for all environmental compliance • Prepare and approve environmental documents and make project decisions based on the NEPA documents • Preliminary engineering towards the development of a PS&E construction contract package • Obtain permits required for Federally constructed projects • Advertise and award the contract (Bids will not be solicited by FHWA-CFLHD until maintaining agency has concurred with the plans and specifications) • Construction engineering/administration of the construction contract • Potentially enter into a formal partnering work session and agreement with all parties involved in the construction contract • Provide Project Engineer on site for construction administration • Determine the need for any proposed changes to contract documents, evaluate change impacts, coordinate technical reviews as needed, and ensure that the construction meets the requirements intended in the PS&E • Ensure that the contractor will bear all expense of maintaining traffic, other than snow removal and normal state, county, and city maintenance work • Verify adherence to environmental documents • Set up and lead final inspection upon completion of construction 	
Miami County	<ul style="list-style-type: none"> • Review and sign this Memorandum of Agreement • Attend reviews and meetings • Provide in a timely manner available data including but not limited to traffic, accidents, 	

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

Responsible Party	Product/Service/Role	Comments
	<p>material sources, construction costs, agreements, other technical data</p> <ul style="list-style-type: none"> • Provide ROW and utility information and coordination • Provide long term maintenance and operation of the project upon completion • Review and provide comments within two weeks the environmental documents, plans, estimate, and specifications at each phase of design and provide project development support • Coordinate with FHWA-CFLHD on NEPA related issues • In coordination with the FHWA-CFLHD project manager, ensure that completed plans, specifications, and estimates (PS&E) are consistent with the intended outcome • Acquire any required state permits prior to advertisement of the project • Provide ROW and utility information and coordination • Acquire ROW and TCEs if necessary. No private property acquisition is anticipated. • Prepare offers to landowners • Conduct ROW negotiations as necessary to acquire adequate rights from private • Complete all ROW activities prior to advertisement of the project • Sign CFLHD Right of Way Certification certifying that all rights on private property necessary to construct, operate, and maintain the road have been obtained. • Obtain all rights necessary to construct, operate, and maintain the facility • Provide overall direction regarding agency policy and administration for the project and concur with the final plans and specifications • Coordinate utility relocations if necessary per scope described above • Sign CFLHD Utility Certification • Develop a public information plan in coordination with CFLHD and the FLMA 	

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

Responsible Party	Product/Service/Role	Comments
	<ul style="list-style-type: none"> • If required, enter into a formal partnering work session and agreement with all parties involved in the construction contract • Designate a representative who will be the primary contact for FHWA's construction staff during construction • Consider proposed design changes, evaluate change impacts, and provide construction oversight as needed, ensuring that requests meet the requirements intended in the PS&E • Attend a final inspection and approve and provide final acceptance upon completion of construction • Provide long term maintenance and operation of the project upon completion 	

H. ROLES AND RESPONSIBILITIES—SCHEDULE

Responsible Lead	Product/Service/Role	Schedule Finish	Comments
FHWA-CFLHD	Preliminary Design	Fall 2020	Seeping

Responsible Lead	Product/Service/Role	Schedule Finish	Comments
FHWA-CFLHD	Preliminary Design	Sept. 2021	30% Package
FHWA-CFLHD	Environmental Compliance	Mar. 2022	Development and completion of NEPA Document
FHWA-CFLHD	Final Design	July 2022	Development of PS&E
FHWA-CFLHD	Advertise, Award and NTP	Fall/Winter 2023	
FHWA-CFLHD	Administer Construction Contract	Spring/Summer 2024	Construction Engineering

I. PROPOSED DESIGN STANDARDS

Final design standards will be determined through the NEPA process.

Criteria		Comments
Standard	AASHTO	
Functional Classification	Local Road	

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

Criteria		Comments
Surface Type	Gravel	Asphalt paving is proposed
Design Volume	300	300 is current ADT

J. FUNDING

PROJECT FUNDING			
Funding Source	Estimated Funding	% of Total Project	Comments
Federal Lands Access Program	\$40,000 \$1,280,000.00	80%	
Miami County	\$10,000 \$320,000.00	20%	The government will bill Miami County for reimbursement through a Funds Transfer Agreement (FTA)
Total	\$50,000 \$1,600,000.00	100%	

CFLHD shall not incur costs which result in matching funds exceeding the estimated funding without authorization by Miami County.

If during implementation of the project it is determined that the total project cost exceeds \$1,600,000, the Central Federal Lands Highway Division and Miami County will either mutually agree to reduce the scope of the project or execute a modification to this agreement to change funding amounts.

K. MATCHING SHARE REQUIREMENTS

Miami County will provide 20% of the total Federal Lands Access Program eligible project costs required for the project through construction contract completion, closeout, and resolution of any disputes, in an amount not to exceed that provided in separate funding agreements.

Matching or cost sharing requirements will be satisfied following the obligation of funds to the project as detailed above in Section J.

L. PROJECT TEAM MEMBERS—POINTS OF CONTACT

The following table provides the points of contact for this project. They are to be the first persons to deal with any issues or questions that arise over the implementation of each party's role and responsibility for this agreement.

Name/Title	Organization	Phone Number/Email
Matthew Oehlert Project Manager	Miami County	(913) 294-4377 moehlert@miamicountyks.org

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

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Jim Bell	U.S. Army Corps of Engineers	(913) 783-4366 James.d.bell@usace.army.mil
Gary Lucas	Kansas Wildlife and Parks	(913) 783-4507 Gary.lucas@ksoutdoors.com
Michael Daigler Project Manager	FHWA-CFLHD	(720) 963-3620 michael.daigler@dot.gov

M. CHANGES/AMENDMENTS/ADDENDUMS

The agreement may be modified, amended, or have addendums added by mutual agreement of all parties. The change, amendment, or addendum must be in writing and executed by all of the parties.

The types of changes envisioned include, but are not limited to, changes that significantly impact scope, schedule, or budget; changes to the local match, either in type or responsibility; changes that alter the level of effort or responsibilities of a party. The parties commit to consider suggested changes in good faith. Failure to reach agreement on changes may be cause for termination of this agreement.

A change in the composition of the project team members does not require the agreement to be amended.

It is the responsibility of the project team members to recognize when changes are needed and to make timely notification to their management in order to avoid project delivery delays.

N. ISSUE RESOLUTION PROCEDURES MATRIX

Issues should be resolved at the lowest level possible. The issue should be clearly defined in writing and understood by all parties. Escalating to the next level can be requested by any party. When an issue is resolved, the decision will be communicated to all levels below.

FHWA	Miami County	U.S. Army Corps of Engineers	Time
Mike Daigler, Project Manager	J.R. McMahon County Director	Jim Bell	30 days
Nate Allen, Wendy Longley Acting Project Management Branch Chief	[xx]	[TBD]	60 days
Curtis Scott, Chief of Engineering	[xx]	[TBD]	90 days

O. TERMINATION

This agreement may be terminated by mutual written consent of all parties. This agreement may also be terminated if either the NEPA process or funding availability requires a change and the parties are not

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Original: February 12, 2020

Modification # 001: March 16, 2021

able to agree to the change. Any termination of this agreement shall not prejudice any rights or obligations accrued to the parties prior to termination. If Federal Access funds have been expended prior to termination, the party responsible for the match agrees to provide a match in the applicable percentage of the total amount expended on the project prior to the termination.

FEDERAL HIGHWAY ADMINISTRATION
FEDERAL LANDS HIGHWAY

FUNDS TRANSFER AGREEMENT

FHWA Agreement No. 6982AF-20-K-500002
KS FLAP MIA 253(1)/Hillsdale Lake Access

Original: February 12, 2020

Modification #001: February 4, 2021

Modification #002: March 16, 2021

This modification #001 extends the Agreement's period of performance to January 31, 2022. This is a no cost modification.

This modification #002 adds funds to the Agreement for Final Design and extends the period of performance

Agency providing funding: Miami County, KS

Agreement amount: ~~\$10,000.00~~ **\$320,000.00**

Period of Performance: April 2, 2020 to **June 30, 2025**

Agency receiving funding: Central Federal Lands Highway Division (CFLHD)

This Funds Transfer Agreement (FTA) is to confirm that Miami County, KS has committed to provide, through electronic funds transfer, ~~\$10,000.00~~ **\$320,000.00** to CFLHD for the KS FLAP MIA 253(1)/Hillsdale Lake Access project to meet the matching requirements and all conditions set forth in the Memorandum of Agreement (MOA) dated 02/12/2020 **and any future modifications**. The Government will bill the providing agency upon execution of this Agreement. Payment is due by the date listed in the table below.

FUNDS TRANSFER SUMMARY					
Phase	Amount	Due	Received	Amendment #	Comment
PE	\$10,000.00	5/1/2020	5/5/2020		Scoping
PE	\$60,000.00	7/1/2021			Final Design
CN & CE	\$250,000.00	7/15/2022			Construction
Total:	\$10,000.00 \$320,000.00				

AGENCY FINANCIAL AND CONTACT INFORMATION		
	Miami County	Central Federal Lands Highway Division
DUNS #	079-876-918	126-129-936
Financial Contact Information		
Name	Matthew Oehlert	Suzanne Schmidt
Phone	(913) 285-6102	(720) 963-3356
E-mail	moehlert@miamicountyks.org	Suzanne.schmidt@dot.gov
Address	201 South Pearl Street Suite 203 Paola, KS 66071	12300 W. Dakota Ave. Lakewood, CO 80228
Project Contact Information		
Name	Matthew Oehlert	Mike Daigler
Phone	(913) 285-6102	(720) 963-3620
E-mail	moehlert@miamicoutyks.org	<u>michael.daigler@dot.gov</u>

FEDERAL HIGHWAY ADMINISTRATION
FEDERAL LANDS HIGHWAY

FUNDS TRANSFER AGREEMENT

FHWA Agreement No. 6982AF-20-K-500002
KS FLAP MIA 253(1)/Hillsdale Lake Access

Original: February 12, 2020

Modification #001: February 4, 2021

Modification #002: March 16, 2021

CFLHD is limited to recovery of the matching share of actual costs incurred, as reflected in the invoice provided by the CFLHD.

CFLHD shall not incur costs which result in matching funds exceeding the maximum cost stated in this Agreement without authorization by the Requesting Agency in the form of written modification to this Agreement.

Date	Contracting Officer	Date
Miami County	Central Federal Lands Highway Division	

CFLHD requests that these payments be made through the US Treasury's website <https://pay.gov>. Pay.gov can be used to make secure electronic payments to any Federal Government Agencies via credit card or direct debit. Payment shall be submitted referencing the FHWA/CFLHD-ID Agreement Number: [6982AF-20-K-500002].

Option 1 (Preferred Method)

Plastic card or Automatic Clearing House Payment (ACH Direct Debit)

- Go to Treasury's website – <https://pay.gov>
- Search for Agency Name (Transportation Department)
- Select the appropriate Transportation Agency (Federal Highway Administration)
- Follow the form instructions to make your payment. Note, if making an ACH payment from your bank account, please select ACH Direct Debit as the payment type.

Option 2

Mail check payment to the following address for Paper Check Conversion (PCC) processing:

Make Check Payable To:
DOT FHWA

Mailing Address:
Enterprise Service Center
Federal Aviation Administration
ATTN: AMZ-324/HQ Room 181
6500 S. MacArthur Blvd.
Oklahoma City, OK 73169

Notice to customers making payment by check:

- Please notify cfl.finance@dot.gov if mailing a check.
- When you provide a check as payment you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.
- When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment and you will not receive your check back from your financial institution.

Privacy Act- A Privacy Act Statement required by 5 U.S.C. § 552a(e)(3) stating our authority for soliciting and collecting the information from your check, and explaining the purposes and routine uses which will

FEDERAL HIGHWAY ADMINISTRATION
FEDERAL LANDS HIGHWAY

FUNDS TRANSFER AGREEMENT

FHWA Agreement No. 6982AF-20-K-500002
KS FLAP MIA 253(1)/Hillsdale Lake Access

Original: February 12, 2020

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Modification #002: March 16, 2021

be made of your check information, is available from our internet site at:

https://www.fiscal.treasury.gov/fsservices/gov/rvnColl/otcNet/rvnColl_otcnet.htm

or call toll free: at 1-866-945-7920 to obtain a copy by mail. Furnishing the check information is voluntary, but a decision not to do so may require you to make payment by some other method.

MIAMI COUNTY

STAFF REQUEST FOR COMMISSION ACTION

SUBMITTED BY: Mark Whelan	REQUESTED MEETING DATE: Wednesday, April 14, 2021
DEPARTMENT: Miami County Fire District #1	REQUESTED MEETING: <input checked="" type="checkbox"/> STUDY SESSION <input checked="" type="checkbox"/> REGULAR MEETING
CONTACT INFORMATION: mwhelan@micosheriff.org	PROJECT / REFERENCE NUMBER: Louisburg Fire SCBA replacement

AGENDA ITEM / SUBJECT: Airpack replacement for Louisburg station.
ITEM BACKGROUND / DESCRIPTION: LFD currently uses four different models of SCBA's. Age of the devices are anywhere from 10 to over 20 years old. The 1997 SCBA have no PASS device or buddy breathing system. The 2002 are having power supply issues to the PASS device. The new Scott X3 Pro SCBA's would allow interoperability with mutual aid partners. The request is for 16 SCBA units, 32 air bottles and 25 Masks. City of Louisburg will also be purchasing 12 SCBA with spare bottles and additional masks if the BOCC approve the purchase for Fire District #1 units. This purchase will make SCBA's improve interoperability with adjoining agencies.
REQUESTED ACTION / STAFF RECOMMENDATION: Recommend approval of the purchase. Replacement was in this years budget for \$105,000. Total cost for is \$116,906.58. Because this purchase is a joint venture with OPFD the price is lower than going alone. Also \$16,000 is being saved because spare air bottles are buy one get one free. Cost over the \$105,000 will be covered will covered from line item 413-413-3702.

BUDGET IMPACT: No impact to budget as this is a planned purchase		
BUDGET AUTHORITY: \$116,906.58	REMAINING BUDGET ALLOCATION: \$	
FUND / LINE ITEM: 417-3701-803	FUNDS BUDGETED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	CAPITAL PROJECT: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Mark Whelan

April 8, 2021

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

SIGNATURE: *Steve Spina*

DATE: *4/8/2021*

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

SIGNATURE: *Steve Knoll*

DATE: *4-8-21*

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

Accepted

Denied

Postponed

Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

Yes

No

NPG Account Number:

Mail Distribution Required:

Mailed By:

Yes

No

Miami County Fire District No. 1 Louisburg Station

To: Miami County Fire District No. 1 Governing Body

From: Louisburg Fire Station

Date: April 7, 2021

Re: SCBA Replacement

Background: The fire department currently has four different styles of SCBAs (Self Contained Breathing Apparatus), this has created a safety problem for the firefighters using them. The SCBAs range from 10 years old to over 20 years old.

Problems with current SCBAs: SCBAs are required to meet standards set by NFPA (National Fire Protection Agency). Over half of our SCBAs were currently built to the 1997 NFPA standard, or the 2002 NFPA Standard. The SCBAs meeting 1997 standard do not have several things; PASS device, Buddy Breather. The SCBAs meeting 2002 standard have issues with depleting the power supply for the PASS device. As well as having issues with the SCBA packs, the air bottles for the SCBAs are either past the age of optimum replacement or nearing that point. Currently the SCBAs do not interoperability with the departments we run auto aid or mutual aid with.

Goal: It is the fire department's goal to replace all of the current SCBAs with New SCOTT X3 Pro SCBAS. Upgrading the SCBAs would not only help with safety but it would also make the SCBAs interoperable with the surrounding departments. These SCBAs would also match the SCBAs purchased for the Paola Station in 2019.

Financial: The total replacement cost to upgrade all county owned SCBAs to the SCOTT X3 Pro SCBA would be \$116,906.58. The money used to purchase this was a budgeted item for the year 2021.



3M™ Scott™ Air-Pak™ X3 Pro Self-Contained Breathing Apparatus (SCBA)

Self-Contained Breathing Apparatus Requirements

- The SCBA shall consist of the following major sub-assemblies: (1) full facepiece assembly; (2) a removable, positive pressure, mask-mounted regulator with air-saver switch; (3) an automatic dual path redundant pressure-reducing regulator; (4) end-of-service time indicators; (5) a harness and backframe assembly for supporting the equipment on the body of the wearer; (6) a shoulder strap mounted, remote gauge indicating cylinder pressure; (7) a rapid intervention crew/universal air connection (RIC/UAC); (8) a personal alert safety system (PASS); and (9) cylinder and valve assembly for storing breathing air under pressure.

Regulatory Approvals

- The SCBA shall be approved to NIOSH 42 CFR, Part 84 for chemical, biological, radiological and nuclear protection (CBRN).
- The SCBA shall be compliant to the NFPA 1981, 2018 Edition, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services.
- The SCBA shall be compliant to the NFPA 1982, 2018 Edition (if including optional PASS Device), Standard on Personal Alert Safety Systems.
- If the SCBA is to include an optional integrated self-rescue device, the device shall be compliant to the NFPA 1983, 2017 Edition, Standard on Life Safety Rope and Equipment for Emergency Services.
- All components shall be approved for Intrinsic Safety under UL 913 Class I, Groups C and D, Class II, Groups E, F and G, Hazardous locations.
- The SCBA shall maintain all NIOSH standards with any of the types of cylinders listed as provided by the SCBA manufacturer.

REQUIRED COMPONENTS

Facepiece Assembly (Model: Vision C5)

- The facepiece shall have a large diameter inlet that enables both unrestricted breathing and voice communications, while also allowing for rehydration (oral) without having to remove the facepiece.
- The facepiece shall enable connection of the mask-mounted regulator by way of a quarter (1/4) turn rotation in a single direction.
- The facepiece shall interface with the mask-mounted regulator, without the use of tools, with an audible click to assure the user that the regulator is properly seated.
- The facepiece assembly shall be available in three sizes, marked "S" for small, "M" for medium and "L" for large.
- The facepiece sizes shall be color-coded for ease of identification.
- The facepiece nose cup assembly shall be available in three sizes, marked "S" for small, "M" for medium and "L" for large.
- The facepiece assembly, including head harness, shall not be made with natural rubber latex.
- The facepiece shall include a face seal that is secured to the lens by a U-shaped bezel using no more than two fasteners.
- The face seal shall be a single-reflex design for enhanced comfort and easier donning.
- The facepiece shall contain inhalation valves that are contrasting in color and readily visible to enable quick visual inspection.
- Multi-directional voicemitters shall be recessed on both sides of the facepiece and ducted directly to an integral silicone nose cup to enhance voice transmission around the user.
- The facepiece shall meet the requirements of the NFPA 1981, 2018 Edition standard for nonelectronic communications.
- The face seal shall provide a landing area with ridges to help improve the interface with protective hoods.
- The facepiece shall incorporate attachment points for an optional accessory neck strap.
- The facepiece assembly shall be modular in design to enable ease of upgrading and serviceability.
- The facepiece shall incorporate a RFID tag for asset and maintenance tracking.
- The facepiece shall be capable of submersion for cleaning and disinfecting.

Facepiece Lens

- The lens is a component of the facepiece assembly and shall be a single, replaceable, modified-cone configuration, constructed of a high-temperature and radiant-heat-resistant, non-shatter type polycarbonate material.
- The lens shall be coated to resist abrasion and meet the requirements of NFPA 1981, 2018 Edition standard for lens abrasion.
- The lens shall have an internal anti-fog coating to reduce fogging of the lens.
- The lens shall meet the requirements of the NFPA 1981, 2018 Edition standard for radiant heat and elevated temperature heat and flame resistance tests.
- In accordance with NIOSH 42 CFR part 84, the facepiece shall meet the penetration and impact requirements, including compliance with ANSI Z87.1 – 2015.

Head Harness

- The head harness is a component of the facepiece assembly and shall have five points of suspension connection, four of which shall be adjustable, made in the fashion of a net hood to minimize interference between securing of the facepiece and the wearing of head protection.
- The head harness shall be constructed of a para-aramid material for fire, first responder and CBRN applications.
- The head harness shall include an integrated handle to assist with donning of the facepiece.
- Two elastomeric straps, attached to the face seal in four locations, shall provide adjustment for proper seal to the face.
- The head harness shall be available in three sizes to accommodate persons of varying facial shapes and sizes.
- The head harness shall be designed for easy removal from the facepiece to assist with cleaning and serviceability.

Facepiece Assembly (Model: AV-3000 HT)

- The facepiece shall have a large diameter inlet that enables both unrestricted breathing and voice communications, while also allowing for rehydration (oral) without having to remove the facepiece.
- The facepiece shall enable connection of the mask-mounted regulator by way of a quarter (1/4) turn rotation in a single direction.
- The facepiece shall interface with the mask-mounted regulator, without the use of tools, with an audible click to assure the user that the regulator is properly seated.
- The full facepiece assembly shall be available in three sizes, marked "S" for small, "M" for medium and "L" for large.
- The facepiece sizes shall be color-coded for ease of identification.
- The facepiece nose cup assembly shall be available in three sizes, marked "S" for small, "M" for medium and "L" for large.
- The facepiece assembly, including head harness, shall not be made with natural rubber latex.
- The facepiece shall include a face seal that is secured to the lens by a U-shaped bezel using no more than two fasteners.
- The facepiece shall contain inhalation valves that are contrasting in color and readily visible to enable quick visual inspection.
- Multi-directional voicemitters shall be recessed on both sides of the facepiece and ducted directly to an integral silicone nose cup to enhance voice transmission around the user.
- The facepiece shall meet the requirements of the NFPA 1981, 2018 Edition standard for nonelectronic communications.
- The facepiece assembly shall be modular in design to enable ease of upgrading and serviceability.
- The facepiece shall be capable of submersion for cleaning and disinfecting.
- The facepiece shall be able to incorporate multiple electronic communications options (amplification, radio interface, radio direct interface) without affecting NIOSH approvals and/or NFPA certification, where applicable.
- The facepiece shall enable the installation of communications bracket on either the right or left side.
- The facepiece shall be approved for use with multiple respiratory applications to enable the same user to switch from one application to another without the use of tools and without doffing the facepiece.

Facepiece Lens

- The lens is a component of the facepiece assembly and shall be a single, replaceable, modified-cone configuration, constructed of a high-temperature and radiant-heat-resistant, non-shatter type polycarbonate material.
- The lens shall be coated to resist abrasion and meet the requirements of NFPA 1981, 2018 Edition standard for lens abrasion.
- The lens shall have an internal anti-fog coating to reduce fogging of the lens.
- The lens shall meet the requirements of the NFPA 1981, 2018 Edition standard for radiant heat and elevated temperature heat and flame resistance tests.
- In accordance with NIOSH 42 CFR part 84, the facepiece shall meet the penetration and impact requirements, including compliance with ANSI Z87.1 – 2015.

Head Harness

- The head harness is a component of the facepiece assembly and shall have five points of suspension connection, four of which shall be adjustable, made in the fashion of a net hood to minimize interference between securing of the facepiece and the wearing of head protection.
- The head harness shall be available in an optional, adjustable five-strap configuration.
- The head harness shall be constructed of a para-aramid material for fire, first responder and CBRN applications.
- The head harness shall include either a positioning strap or an integrated handle to assist with donning of the facepiece.
- Two elastomeric straps, attached to the face seal in four locations, shall provide adjustment for proper seal to the face.

Regulator (Model: E-Z Flo C5)

- The mask-mounted regulator shall maintain positive pressure during flows of up to 500 standard liters per minute.
- The mask-mounted regulator shall be available in a continuous hose configuration, with an optional inline quick disconnect coupling.
- The optional quick disconnect coupling shall be easily connected and disconnected by trained individuals with a gloved hand and in limited visibility conditions.
- The optional quick disconnect coupling shall be guarded against inadvertent disconnect during use of the equipment.
- The low-pressure hose shall be equipped with a swivel attachment at the mask-mounted regulator.
- The mask-mounted regulator shall connect to the facepiece by way of a quarter (1/4) turn rotation in a single direction.
- An audible click shall provide notification that the mask-mounted regulator is securely attached to the facepiece.

- The mask-mounted regulator shall be equipped with a gasket to provide a seal against the mating surface of the facepiece.
- The mask-mounted regulator shall reactivate and supply air only in the positive pressure mode when the wearer affects a face seal and inhales.
- The mask-mounted regulator shall have a demand valve to deliver air to the user, activated by a diaphragm responsive to respiration.
- The diaphragm shall include an integrated exhalation valve.
- The mask-mounted regulator shall include a purge valve for use as an emergency bypass.
- The mask-mounted regulator shall be designed to direct the incoming air through a spray bar and over the inner surface of the facepiece lens for defogging purposes.
- The mask-mounted regulator shall incorporate a Heads-Up Display (HUD) to provide visual alerts to the SCBA user of air status and critical alarm conditions.
- The HUD shall be recessed into the mask-mounted regulator body to help improve downward visibility through the facepiece.
- The HUD shall provide visual alerts to the SCBA wearer for electronic personnel accountability report, evacuation, and system integrity alarm.
- The mask-mounted regulator shall incorporate status lights to assist with remote identification of a user's SCBA air remaining.
- The mask-mounted regulator shall incorporate a latch mechanism to enable removal from the facepiece.
- When fully engaged, the latch mechanism shall act as an auto air-saver switch to stop the air flow.
- An audible click shall provide notification that the latch is fully engaged, and the air-saver switch has been activated to stop the air flow.
- The mask-mounted regulator shall require a quarter (1/4) turn rotation in a single direction for removal from the facepiece.

Regulator (Model: E-Z Flo+)

- The mask-mounted regulator shall maintain positive pressure during flows of up to 500 standard liters per minute.
- The mask-mounted regulator shall be available in a continuous hose configuration, with an optional inline quick disconnect coupling.
- The optional quick disconnect coupling shall be easily connected and disconnected by trained individuals with a gloved hand and in limited visibility conditions.
- The optional quick disconnect coupling shall be guarded against inadvertent disconnect during use of the equipment.
- The low-pressure hose shall be equipped with a swivel attachment at the mask-mounted regulator.
- The mask-mounted regulator shall connect to the facepiece by way of a quarter (1/4) turn rotation.
- An audible click shall provide notification that the mask-mounted regulator is securely attached to the facepiece.
- The mask-mounted regulator shall be equipped with a gasket to provide a seal against the mating surface of the facepiece.
- The mask-mounted regulator shall contain an air-saver switch to prevent airflow when disconnected from the facepiece.
- The mask-mounted regulator shall reactivate and supply air only in the positive pressure mode when the wearer affects a face seal and inhales.
- The mask-mounted regulator shall have a demand valve to deliver air to the user, activated by a diaphragm responsive to respiration.
- The diaphragm shall include an integrated exhalation valve.
- The mask-mounted regulator shall include a purge valve for use as an emergency bypass.
- The mask-mounted regulator shall be designed to direct the incoming air through a spray bar and over the inner surface of the facepiece lens for defogging purposes.
- The mask-mounted regulator shall incorporate a Heads-Up Display (HUD) to provide visual alerts to the SCBA user of air status and PASS alarm conditions.
- The mask-mounted regulator shall incorporate a latch mechanism to enable removal from the facepiece.
- The mask-mounted regulator shall require a quarter (1/4) turn rotation for removal from the facepiece.

Pressure Reducer with Snap-Change Cylinder Connection

- The pressure-reducing regulator shall be mounted at the waist on the backframe and be coupled to the cylinder valve through a stainless steel quick connect snout for engagement and sealing within the cylinder valve outlet.
- The cylinder shall be secured to the pressure-reducing regulator with two pull-rings 180° from each other.
- A stainless-steel rod shall secure each of the pull-rings to prevent removal of the cylinder while the SCBA is pressurized.
- The stainless-steel rods shall be actuated when the cylinder is opened and when cylinder pressure is above 30 psig.
- In lieu of a manual by-pass, the pressure-reducing regulator shall include a back-up pressure-reducing valve connected in parallel with the primary pressure-reducing valve and an automatic transfer valve for redundant control.
- The back-up pressure-reducing valve shall also be the means of activating the low-pressure alarm devices in the mask-mounted regulator.
- This warning shall denote a switch from the primary reducing valve to the back-up reducing valve whether from a malfunction of the primary reducing valve or from low cylinder supply pressure.
- A press-to-test valve shall be included to allow functional testing of the back-up reducing valve.
- The pressure-reducing regulator shall have incorporated a resettable over-pressurization relief valve which shall prevent the attached low-pressure hose and mask-mounted regulator from being subjected to high pressure.

Pressure Reducer with CGA Cylinder Connection

- The pressure-reducing regulator shall be mounted at the waist on the backframe and be coupled to the cylinder valve through a short length of internally-armored, high-pressure hose with a hand coupling for engagement and sealing within the cylinder valve outlet.
- In lieu of a manual by-pass, the pressure-reducing regulator shall include a back-up pressure-reducing valve connected in parallel with the primary pressure-reducing valve and an automatic transfer valve for redundant control.
- The back-up pressure-reducing valve shall also be the means of activating the low-pressure alarm devices in the facepiece-mounted mask-mounted regulator.
- This warning shall denote a switch from the primary reducing valve to the back-up reducing valve whether from a malfunction of the primary reducing valve or from low cylinder supply pressure.
- A press-to-test valve shall be included to allow functional testing of the back-up reducing valve.
- The pressure-reducing regulator shall have incorporated a resettable over-pressurization relief valve which shall prevent the attached low-pressure hose and mask-mounted regulator from being subjected to high pressure.

End-of-Service Time Indicator (EOSTI)

- The SCBA shall have two end-of-service time indicators (EOSTI). One shall be both a tactile and audible alarm, and one shall be a Heads-Up Display (HUD).
- The primary EOSTI shall be the integral low-pressure alarm device that shall combine an audible alarm with simultaneous vibration of the facepiece.
- The primary EOSTI shall be located in the positive pressure mask-mounted regulator.
- This alarm device shall indicate either low cylinder pressure (35% +/- 2%) or a malfunction of the primary pressure-reducing valve (first stage regulator).
- The HUD shall serve as the secondary EOSTI.
- The HUD shall be powered by the SCBA's single power supply.
- It shall be mounted in the user's field of vision on the positive pressure mask-mounted regulator.
- It shall display cylinder pressure in increments of 100%, 75%, 50% and 35%.
- The display shall not have a numerical representation of cylinder pressure.
- At greater than three quarters cylinder pressure, two green Light Emitting Diodes (LED) shall be illuminated.
- At or at less than three quarters cylinder pressure, one green LED shall be illuminated.
- At or at less than one-half cylinder pressure, one "yellow" LED shall be illuminated and flash at a rate not less than one (1x) time per second.
- At 35% cylinder pressure, one "red" LED shall be illuminated and flash at a rate to exceed ten (10x) times per second.
- The HUD shall have a low battery indication that is distinct and distinguishable from the cylinder pressure indications.

Backframe and Harness Assembly

- A lightweight, lumbar support style backframe and harness assembly shall be used to carry the cylinder and valve assembly and the pressure-reducing regulator assembly.
- The backframe shall be a solid, one-piece black powder-coated aluminum alloy frame that is contoured to follow the shape of the user's back.
- The backframe shall include a shroud to streamline hose and wire management by minimizing exposure of the low-pressure hose and electronics molded cable.
- The backframe shall include an over-the-center, adjustable tri-slide fixture, a para-aramid strap and a double-locking latch assembly to secure 30, 45, 60, or 75-minute cylinders.
- The harness assembly shall include a waist pad and shoulder pads constructed of an outer shell material and incorporating a closed-cell foam design to help minimize water absorption.
- The harness assembly shall incorporate parachute-type, quick-release buckles with an integrated bail to help secure the webbing.
- The harness assembly shall consist of a one-size, black, para-aramid strap with two red stripes along the outer edges and a reflective stripe in the center for enhanced visibility.
- The harness assembly shall include a seat-belt type waist belt attachment.
- The harness assembly shall include box-stitched construction with no screws or bolts.
- The harness assembly shall be removable from the backframe without the use of tools.
- The harness assembly shall be machine washable to help with exposure reduction.
- The harness assembly shall accommodate a waist belt extension.
- The waist pad shall be attached to the backframe such that movement by the wearer provides natural articulation. Articulation shall be accomplished without the use of mechanical devices.
- The waist pad and belt shall freely wrap around and conform to the user's hips.
- The shoulder harness shall be fitted with a Drag Rescue Loop (DRL) capable of being deployed in an emergency to drag a downed firefighter to safety.
- The DRL shall be sewn into the shoulder harness assembly and shall provide a horizontal pull strength of 1000 lbs.
- The DRL shall be stored in a manner to prevent accidental snag but maintain accessibility with gloved hands.
- The shoulder harness shall be attached to the backframe such that the harness presents itself for ease of donning.
- The shoulder harness shall include reflective material to enhance the visibility of the user in low-light conditions.
- The shoulder harness shall accommodate two distinct positions for a chest strap attachment.

Rapid Intervention Crew / Universal Air Connection (RIC/UAC)

- The SCBA shall incorporate a RIC/UAC fitting to be compliant with the 2018 edition of the NFPA 1981 Self-Contained Breathing Apparatus standard.
- The RIC/UAC shall be an integral part of the pressure reducer and protected by the backframe.
- The RIC/UAC inlet connection shall be within 4" (4-inches) of the tip of the CGA threads of the cylinder valve.
- The RIC/UAC shall consist of a connection for attaching a high-pressure air source and a self-resetting relief valve allowing a higher pressure than that of the SCBA to be attached to the SCBA.
- The self-resetting relief valve shall be color-coded to identify pressure rating of the SCBA.
- The RIC/UAC shall have a check valve to prevent the loss of air when the high-pressure air source has been disconnected.

Cylinder and Valve Assembly

- The cylinder valve shall be a "fail open" type, constructed of forged aluminum.
- There shall be no mandatory maintenance required on the cylinder valve.
- If the SCBA is equipped with a Compressed Gas Association (CGA) threaded cylinder connection, the cylinder valve outlet shall be a modification of the CGA standard threaded connection number 346 for breathing air for 2216 psig. and CGA 347 for 4500 and 5500 psig. systems.
- If the SCBA is equipped with a Snap-Change cylinder connection, the cylinder valve shall be designed with a patented stainless steel quick connect snout that delivers air directly to the first stage pressure-reducing regulator. The quick connect snout shall be an integral part of the cylinder valve, rather than an adapter that threads onto the CGA fitting.
- If the SCBA is equipped with a Snap-Change cylinder connection, the cylinder valve shall be offered with a CGA 346 or CGA 347 fitting for the purposes of filling the cylinder only.
- If the SCBA is equipped with a Snap-Change cylinder connection, the fill fitting shall have a check valve to prevent flow from the cylinder.
- If the SCBA is equipped with a Snap-Change cylinder connection, the fill fitting shall be provided with a dust cover, retained the the cylinder valve, to protect threads from damage and prevent interior surfaces from being contaminated when not in use.
- Each cylinder valve shall consist of the following: 1) a hand activated valve mechanism with a spring-loaded, positive action, ratchet type safety lock and lock-out release for selecting "lock open service" or "non-lock open service"; 2) an upstream connected frangible disc safety relief device; 3) a dual reading pressure gauge indicating cylinder pressure at all times; 4) an elastomeric bumper; 5) an angled outlet.
- The cylinder valve shall have an RFID tag molded into the elastomeric bumper with a universal RFID marking embossment.
- The RFID tag shall be capable of storing product specific information, including serial number, manufacture date, hydrostatic test date, pressure rating, life expectancy, and fill logs.
- The SCBA shall maintain all NIOSH and NFPA standards with any of the types of cylinders listed as provided by the SCBA manufacturer.

Cylinder Type - Aluminum

- The cylinder shall be manufactured in accordance with Department of Transportation (DOT) specifications and meet the Transport Canada requirements with a working pressure of 2216 psig.
- The cylinder shall be made of an aluminum alloy.
- The cylinder shall be available in a 30-minute duration based on the NIOSH breathing rate of 40 liters per minute (lpm).

Cylinder Type – Carbon-Wrapped

- The cylinder shall be manufactured in accordance with Department of Transportation (DOT) specifications and meet the Transport Canada requirements with working pressures of 2216, 4500, or 5500 psig.
- The cylinder shall be lightweight, composite type cylinder consisting of an aluminum alloy inner shell, with a total overwrap of carbon fiber, fiberglass and an epoxy resin.
- The cylinder shall have a 2D barcode located under the protective gel coat programmed with the following information, at a minimum: serial number, manufacture date, and hydrostatic test date.
- The cylinder shall be available in a 30-minute, 45-minute, 60-minute or 75-minute duration based on the NIOSH breathing rate of 40 liters per minute (lpm).
- The cylinder shall be available in an approved 30-year life design as defined by the DOT Special Permit 14232.

Personal Alert Safety System (PASS) with Firefighter Locator

- The PASS Device shall be compliant to the NFPA 1982, 2018 Edition Standard on Personal Alert Safety Systems.
- Operation of this distress alarm shall be initiated with the opening of the valve of a charged SCBA cylinder.
- The system shall feature a "hands-free" reset capability that may be activated by means of a slight movement of the SCBA when the system is in a pre-alarm mode.
- The system shall operate from a single power source containing six "AA" batteries.
- The system shall have a battery check function that provides an LED indication of battery status while the SCBA is not pressurized.
- When the PASS is manually activated, the locator system shall immediately emit a 2.4 GHz signal able to be received by a separate hand-held receiver.

- When the PASS is activated due to lack of motion, the locator system shall have a ten second delay prior to emitting a 2.4 GHz signal able to be received by a separate hand-held receiver.
- The locating system shall be programmable with eight alpha-numeric characters to provide identification information.
- The PASS device shall contain two components: a Console and a Sensor Module.
- When the PASS device goes into pre-alarm, the user shall be notified through a distinct light pattern in the HUD display located on the mask-mounted regulator.

Console

- The console shall be located on the user's right shoulder harness.
- The control console shall come with a mechanical (analog) pressure gauge that is angled at 30°.
- The console shall contain an integral, edge-lit, mechanical pressure gauge that is automatically turned on by opening the cylinder valve.
- The console shall display to the user the following:
 - Pre-Alarm: alternating red flashing LED's;
 - Full Alarm: dual flashing red LED's and a flashing PASS icon;
 - Low Battery: red flashing LED's;
 - Normal System Operation: flashing green LED.
- The console shall contain a photo sensing diode that automatically adjust the brightness of the HUD as the ambient lighting conditions change.
- The console shall contain an integrated RFID tag.
- The console shall contain push buttons for user interface.
- The push buttons shall be designed to minimize accidental activation.
- A yellow color-coded push button shall permit system reset.
- A red color-coded push button shall permit manual activation of the full alarm mode.
- The console shall be equipped with a LED "External HUD" allowing others to determine the user's cylinder pressure through the same color-code scheme as the HUD display on the mask-mounted regulator.
- A green LED shall be illuminated across the gauge face to indicate a cylinder with greater than half cylinder pressure.
- A yellow LED shall be illuminated across the gauge face to indicate a cylinder with less than half cylinder pressure.
- A red LED shall be illuminated across the gauge face to indicate a cylinder with less than 35% of the rated cylinder pressure.

Sensor Module

- The system shall include a sensor module mounted to the SCBA backframe and located in an area between the cylinder and backframe in a manner designed to protect the assembly from damage.
- The sensor module shall contain a motion sensor that is sensitive to user hip movement to reduce false activations.
- The sensor module shall contain redundant, dual sound emitters for the audible alarm and dual visual "buddy" indicator lights.
- The sensor module sound emitters shall be oriented in multi-directions for optimal sound projection.
- The sensor module sound emitters shall broadcast a unique alarm tone for the following conditions:
 - Pre-alarm PASS
 - Full-alarm PASS
 - Low battery
- The visual indicators on the backframe-mounted sensor module shall flash green during normal operation.
- The visual indicators shall flash red when the device is in pre-alarm and full-alarm.
- The visual indicators shall flash orange when the SCBA has reached one-half cylinder pressure.
- The visual indicators shall flash a combination of red, green, and white when the SCBA has reached 35% of the rated cylinder pressure.
- The sensor module shall have a Bluetooth chipset integral to the unit to provide wireless connectivity to external devices.

Warranty

- The SCBA shall be covered by a warranty providing protection against defects in materials and workmanship.
- The warranty period shall be for as long as the SCBA is owned by the original purchaser.
- This warranty shall not require a registration in order to activate.
- This warranty shall not be contingent upon completing mandatory overhaul or recommended preventative maintenance.

OPTIONAL ACCESSORIES

Universal Emergency Breathing Safety System (UEBSS)

- The optional Universal Emergency Breathing Safety System (UEBSS) shall be approved to NIOSH 42CFR, Part 84 and NFPA 1981, 2018 Edition.
- The UEBSS shall have one of each of the following requirements; (1) a manifold with one each of a Rectus socket and Rectus plug, both of which have check valves, (2) 40" minimum low-pressure hose, (3) a pouch for storing the hose, and (4) a dust cap for the socket and plug.
- The UEBSS shall be positioned on the wearer's right side and shall be capable of allowing for six feet of hose between like systems.
- The manifold shall be made of aluminum and anodized.
- The socket and plug shall have spacing, no less than 15° off-center.

- The socket shall have a double action to disengage, noted as a “push-in/pull-back”.
- The socket shall have an internal check valve.
- The plug shall have an external check valve.
- The hose shall be made of high temperature rubber capable of sustaining a maximum 250 psig of pressure.
- The containment system shall include a pouch and shall be made of para-aramid materials and shall be capable of storing 36” of hose.
- The pouch shall be attached to the SCBA by snap fasteners.
- The pouch shall have a pull-strap to assist with opening of the flap and gaining access to the hose and manifold assembly.
- The pouch shall be marked “UEBSS” and be constructed of reflective material.
- The pouch shall be removable from the backframe without the use of tools.
- The UEBSS shall have provision for connection of a supplied airline for extended duration use while reserving the cylinder supply for egress.
- The UEBSS shall connect to a supplied airline using an extended duration airline adapter.
- The extended duration airline adapter shall have a plug on one end to connect to the UEBSS and a socket on the other end to connect to a supplied airline.
- The extended duration airline adapter shall be able to accommodate Hansen, Foster, Hansen HK, or Schrader.
- The extended duration airline adapter shall have a check valve to prevent the accidental loss of air when the adapter is disconnected from the supplied airline.

Personal Alert Safety System (PASS) with Accountability

- The PASS device shall be compliant to the NFPA 1982, 2018 Edition Standard on Personal Alert Safety Systems.
- Operation of this distress alarm shall be initiated with the opening of the valve of a charged SCBA cylinder.
- The system shall feature a “hands-free” reset capability that may be activated by means of a slight movement of the SCBA when the system is in a pre-alarm mode.
- The system shall operate from a single power source containing six “AA” batteries.
- The system shall have a battery check function that provides an LED indication of battery status while the SCBA is not pressurized.
- When the PASS is manually activated, the locator system shall immediately emit a 2.4 GHz signal able to be received by a separate hand-held receiver.
- When the PASS is activated due to lack of motion, the locator system shall have a ten second delay prior to emitting a 2.4 GHz signal able to be received by a separate hand-held receiver.
- The locating system shall be programmable with eight alpha-numeric characters to provide identification information.
- The system shall transmit user status information at a frequency of 2.4 GHz on a self-healing mesh network system that when deployed allows each energized SCBA to function as a repeater ensuring system connectivity.
- The system shall provide bi-directional communications between incident command and the SCBA wearer.
- The communication shall contain: the user’s name or ID, cylinder pressure, PASS alarms, PASS acknowledgement, evacuation status, evacuation acknowledgement, withdraw status, withdraw acknowledgement, system status, and electronic PAR status.
- The PASS device shall contain two components: a Console and a Sensor Module.
- When the PASS device goes into pre-alarm, the user shall be notified through a distinct flashing light pattern in the HUD display located on the mask-mounted regulator.

Console

- The console shall be located on the user’s right shoulder harness.
- The control console shall come with a mechanical (analog) pressure gauge that is angled at 30°.
- The console shall contain an integral, edge-lit, mechanical pressure gauge that is automatically turned on by opening the cylinder valve.
- The console shall display to the user the following:
 - Pre-Alarm: alternating red flashing LED’s;
 - Full Alarm: dual flashing red LED’s and a flashing PASS icon;
 - Low Battery: red flashing LED’s;
 - Normal System Operation: flashing green LED.
- The console shall also include icons to indicate:
 - Range status
 - Evacuation
 - Withdraw (self-evacuation)
 - Electronic Personnel Accountability Report (ePAR)
 - When the system is ready to receive the user’s ID through an RFID card
- The console shall contain a photo sensing diode that automatically adjusts the brightness of the HUD as the ambient lighting conditions change.
- The console shall contain an integrated RFID tag.
- The console shall contain push buttons for user interface.
- The push buttons shall be designed to minimize accidental activation.
- A yellow color-coded push button shall permit system reset.

- A red color-coded push button shall permit manual activation of the full alarm mode.
- A gray color-coded push button shall permit the activation of the withdraw mode.
- The console shall be equipped with a LED “External HUD” allowing others to determine the user’s cylinder pressure through the same color-code scheme as the HUD display on the mask-mounted regulator.
- A green LED shall be illuminated across the gauge face to indicate a cylinder with greater than half cylinder pressure.
- A yellow LED shall be illuminated across the gauge face to indicate a cylinder with less than half cylinder pressure.
- A red LED shall be illuminated across the gauge face to indicate a cylinder with less than 35% of the rated cylinder pressure.

Sensor Module

- The system shall include a sensor module mounted to the SCBA backframe and located in an area between the cylinder and backframe in a manner designed to protect the assembly from damage.
- The sensor module shall contain a motion sensor that is sensitive to user hip movement to reduce false activations.
- The sensor module shall contain redundant, dual sound emitters for the audible alarm and dual visual “buddy” indicator lights.
- The sensor module sound emitters shall be oriented in multi-directions for optimal sound projection.
- The sensor module sound emitters shall broadcast a unique alarm tone for the following conditions:
 - Pre-alarm PASS
 - Full-alarm PASS
 - Electronic Personnel Accountability Report (ePAR)
 - EVAC
 - System Integrity
 - Low battery
- The visual indicators on the backframe mounted sensor module shall flash green during normal operation.
- The visual indicators shall flash red when the device is in pre-alarm and full-alarm.
- The visual indicators shall flash orange when the SCBA has reached one-half cylinder pressure.
- The visual indicators shall flash a combination of red, green, and white when the SCBA has reached 35% of the rated cylinder pressure.
- The sensor module shall have a Bluetooth chipset integral to the unit to provide wireless connectivity to external devices.

Integrated Self-Rescue Belt

- The optional integrated self-rescue belt shall be compliant to the NFPA 1981, 2018 edition and NFPA 1983, 2017 edition standards.
- The waist belt shall be available in one size, and adjustable to fit waist sizes 28” to 50”.
- The waist belt shall be constructed of Kevlar® aramid fibers.
- The waist belt shall have dual adjustment points to allow the belt to remain centered while donning.
- The waist belt shall utilize side thumb-release buckles for ease of doffing.
- The waist belt shall incorporate an optional quick release feature to jettison the SCBA.
- The waist belt shall utilize the patented COBRA buckle system.
- The waist belt shall include a D-ring integrated into the front buckle that can be utilized as an NFPA 1983 rated attachment or positioning point.
- The assembly shall consist of the following components: waist belt, life safety rope, fall descent device and anchor connector.
- The life safety rope shall be Tsafe 7.5mm escape rope utilizing a Technora sheath and nylon core construction.
- The descent device shall be an auto-locking Sterling Rope F4 Descender Escape Device with single brake.
- The system shall have an option for either an aluminum Lightning GT hook or a steel Crosby hook.
- The complete system shall have a minimum tensile strength of at least 13.5 kN (3034 lbf) without failure.

Electronic Voice Communications

- The respirator, when configured with the AV-3000 HT facepiece, shall have an optional facepiece-mounted voice amplification device to electronically project the user’s voice.
Refer to EPIC 3 Voice Amplifier Bid Specifications, H/S 7093
- The respirator, when configured with the AV-3000 HT facepiece, shall have an optional facepiece-mounted radio interface communication system that provides voice amplification and wireless communication with two-way radios.
Refer to EPIC 3 RI Voice Communication System Bid Specifications, H/S 7489
- The respirator, when configured with the AV-3000 HT facepiece, shall have an optional facepiece-mounted radio direct interface communication system that provides voice amplification and wireless communication with two-way radios.
Refer to EPIC 3 RDI Voice Communication System Bid Specifications, H/S 7570

In-Mask Thermal Imager

- The respirator, when configured with the AV-3000 HT facepiece, shall have an optional hands-free, in-mask thermal imager.
- The in-mask thermal imager shall consist of a facepiece-mounted thermal imaging camera and an in-mask display.

Disclaimer: All statements, technical information and recommendations set out in this Sample Bid Specification are based on information believed to be reliable and reflect the 3M Scott product(s) referenced above, but the accuracy or completeness thereof is not guaranteed. Before utilizing this Sample Bid Specification, the user should determine its suitability for use in the user's specific circumstances. The user assumes all risks and liability associated with any part of such use.



3M Scott Fire & Safety

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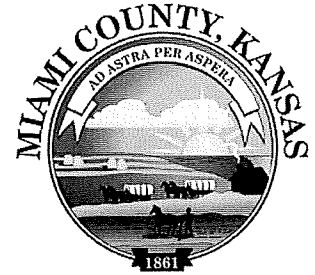
Memo

To: Shane Krull, county administrator, and
Miami County Commissioners

From: Janet McRae, director of economic development

Date: April 5, 2021

Subject: March Monthly Report



Janet McRae
Economic Development
Director

At the commissioners' request, a monthly report has been compiled to provide an overview of the department's activities in relationship to the adopted strategic plan.

February Monthly Report

The attached monthly report provides a summary of the department's activities.

First Quarter Report

The attached quarterly report provides an updated based on the strategic plan.

Monthly Highlights

March 31, 2021

Economic Development

Vision Statement: Miami County is a diverse, resilient and growing region of the greater Kansas City metro area with unique and united communities that offer equal economic opportunity to its communities and residents.

Alignment/Regionalism

Roles and Responsibilities

- Share and confirm the developed vision and goals with community members and stakeholders and update them regularly on the progress of the strategic plan.
- Determine roles of each partner organization in implementation of the economic development strategic plan.
- Ensure that policies promote and facilitate activities that achieve the shared regional vision for economic sustainability, growth and development.
- Establish a clear communication protocol for prospects and businesses.

Collaboration and Partnership

- Strengthen relationships with the existing industry base and build relationships with its major suppliers.
- Maintain and deepen existing partnerships to enhance and cultivate further collaboration.

Month's Activities

- Staff has been working with NetWork Kansas to determine how the new revolving loan fund designated for the region will be administered. Final documentation is still being developed with the EDA.
- Staff met with businesses and the city representatives to discuss proposals.
- Staff participated in the quarterly meeting of the FHLBank's Affordable Housing Council. Information about the entity's programs have been shared with local banks and input provided back to FHLBank staff.
- An effort is underway to potentially reorganize Project 17. The group's name and mission are likely to evolve. Staff has interacted with several of their board members and participated in an economic development roundtable.
- Staff participated in meetings involving the Kansas Economic Development Alliance and MARC.
- Staff participated in meetings with NetWork Kansas' staff to review new programs open to Miami County businesses.

Readiness

Product Readiness

- Create and maintain an inventory of all sites and buildings available, working with relevant stakeholders to ensure information is up to date.
- Prioritize sites and buildings based on priority projects and best business case.
- Understand and develop the product pipeline.
- Identify and develop key assets needed for targeted industries.

Talent Readiness

- Facilitate coordination between the supply and demand sides of talent and determine how to address gaps.
- Educate students, parents and guidance counselors on the opportunities available at companies in Miami County.

Community Readiness

- Support and facilitate place-making efforts within the communities of Miami County.
- Determine the feasibility of developing new quality of life amenities within Miami County.
- Work with the communities and other partners to identify and define current housing stock, as well as determine future housing needs.

Innovation Readiness

- Identify and define current resources available for start-ups, starting with those already identified in the E-Community application process, and address any gaps.
- Cultivate the innovation economy within Miami County.

Month's Activities

- Staff met with KansasWorks representatives to review programs.
- Staff has been interacting with young professionals interested in creating a local networking group and a sounding board for local leaders.
- Staff met with Fort Scott Community College for an update on their curriculum status.
- Staff met with KCADC's entire business development team to review the county's list of target industries and receive feedback on operational strengths.
- Staff hosted members of the Paola High School FBLA team. The group was interested in learning about the county's employment opportunities.
- Community information was updated within LocationOne.
- Staff is working with employers to highlight the kinds of jobs they offer.
- Information regarding KERA has been promoted to landlords and tenants. Information is still being gathered on the recovery act.
- Applications were received from two businesses interested in the Economic Gardening program. A nomination will be submitted to NetWork Kansas next month.

Marketing/Differentiation

Advocacy

- Promote a unified message that communicates the positive economic and community development news in the region.
- Advocate at a state and national level for the interests of Miami County.

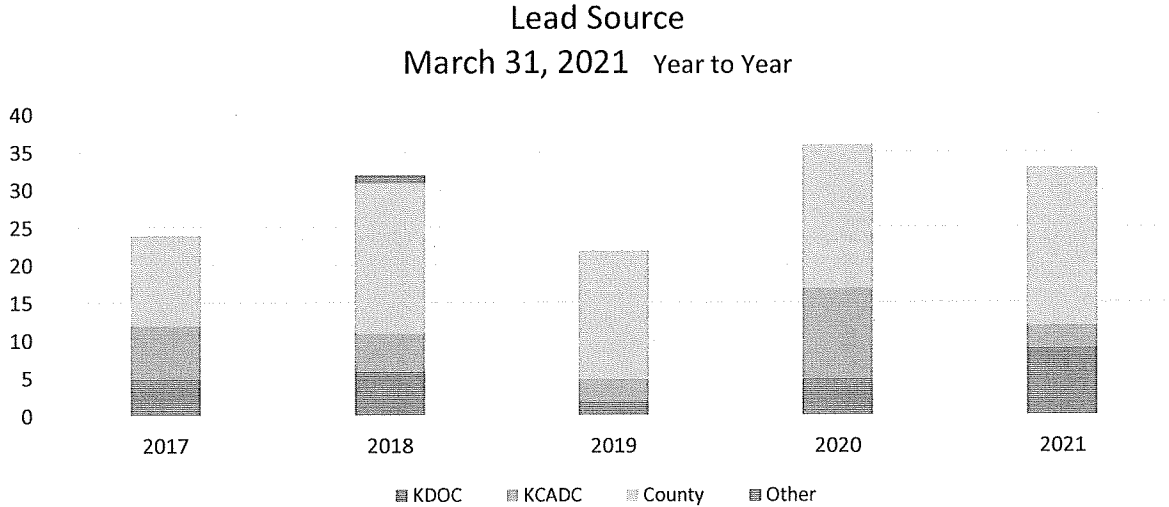
Marketing and Messaging

- Review all existing marketing tools, including website, print, and digital marketing collaterals, and revise them, as needed, to ensure messaging and positioning resonates with Miami County's target audiences.
- Research, plan, and execute relationship marketing strategies with decision makers.
- Identify companies for recruitment within the recommended target industries.

Month's Activities

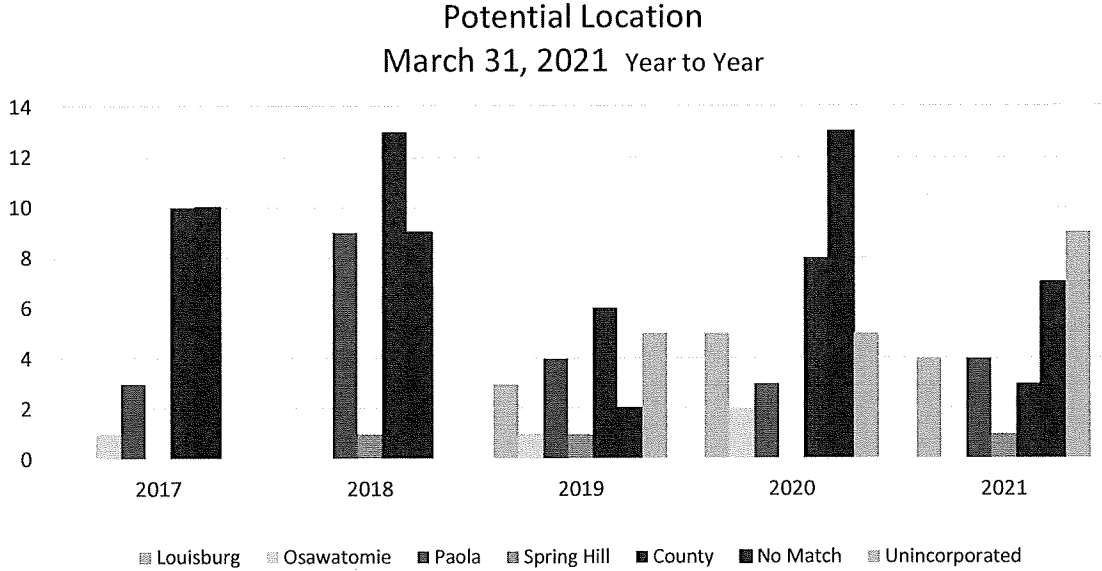
- Staff provided testimony in support of expanding the Rural Opportunity Zone and for setting a participation cap at 40,000 population rather than 35,000. Once again efforts to include Miami County seem to have stalled unless it is integrated into a bill in the final weeks of the session.
- Staff met with vendors and the Kansas Department of Wildlife, Parks and Tourism to review data available on park use and visitor trends.
- Staff worked with KCADC and KDOC representatives to identify regional rankings that highlight the benefits of establishing a business within the region.
- The publication promoting the county airport was updated.
- The year-end summary report has been completed and provided to the cities as a template for their year-end reports.
- Business innovation spotlights and community partner highlights continue.
- Information on tourism attractions and events were updated on the state's website and local calendars of events.
- Promotional information was gathered for distribution from points of interest surrounding Hillsdale Lake.
- The annual tourism networking event took place and involved about 20 persons.

Project Summary



Lead Source

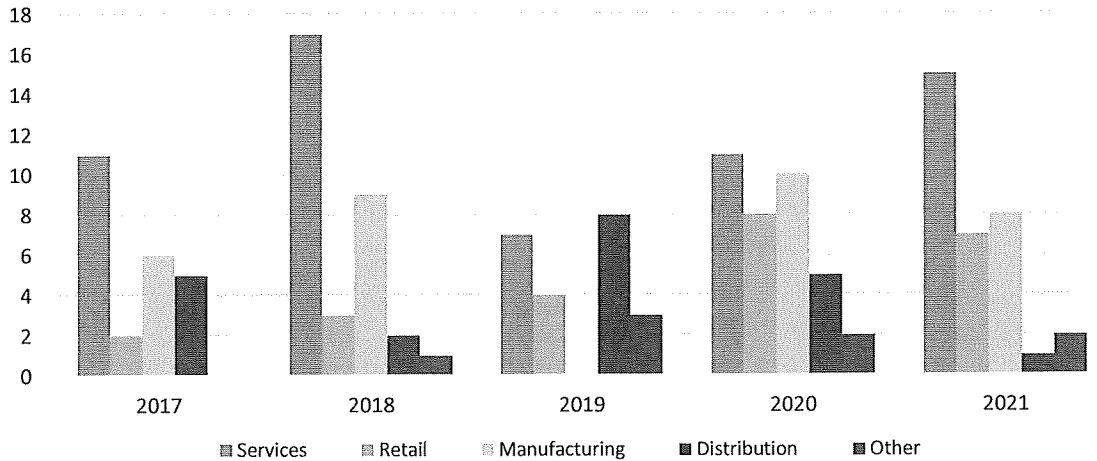
The Kansas Department of Commerce and Kansas City Area Development Council are the primary outside sources of leads. The Other category includes real estate agents, news articles, etc.



Potential Location

Some projects have a natural fit based on the requested site or building. Others are designated by the prospect. For community specific projects, staff works with that prospective business until all options have been pursued; other options within the county are then considered. Prior to 2019, projects designated as "County" are ones without a location preference or ones preferring a location within the unincorporated area.

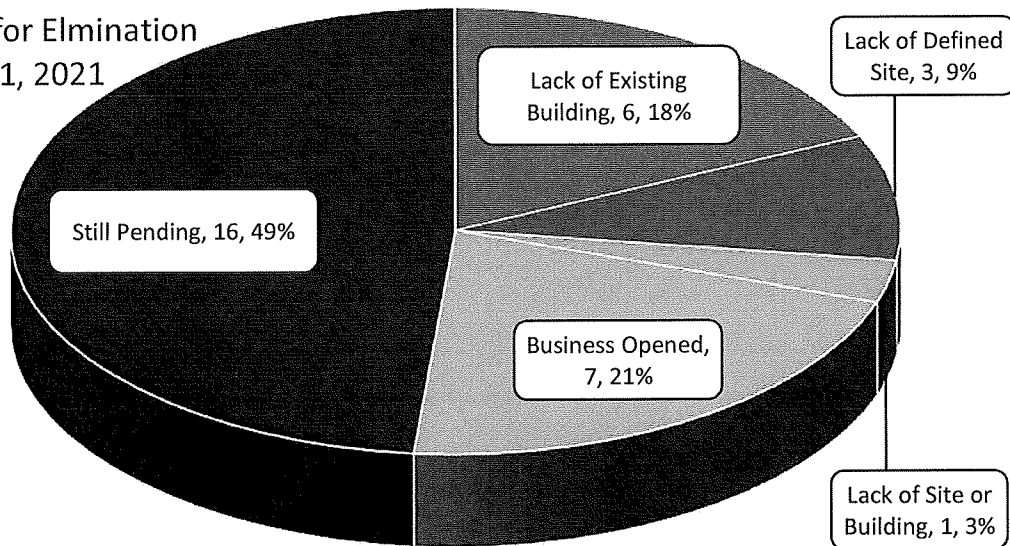
Project Type
March 31, 2021 Year to Year



Project Type

Projects generally fit into four categories: services, retail, manufacturing, and distribution. The “Other” category includes nonprofit and similar projects.

Reason for Elimination
March 31, 2021



Reason for Elimination

Based on a project’s requirements the region may not have a suitable match. Completed projects are ones that selected a location within the county and opened operations. Projects that are still pending have not concluded their search.

2020 Comparison:

Lack of				Proximity to Market	Business Opened	Still Pending
Existing Building	Prepared Site	Building or Site	Financing			
26, 23%	6, 10%	6, 5%	7, 6%	15, 14%	21, 19%	25, 23%

Project Leads

Project No.	Date	Lead Source	Status	Area	Industry Type	Existing Building	Build to Suit	Request	Action Taken
210301	3/1/2021	Local	Business Opened	Louisburg	Retail			The prospect is evaluating existing buildings for a retail location.	Staff reviewed potential locations along with local incentives, state regulations and potential funding opportunities.
210302	3/2/2021	Local	Business Opened	Louisburg	Retail			The prospect is evaluating the market for a retail location.	Staff reviewed potential locations along with local incentives, state regulations and potential funding opportunities.
210303	3/2/2021	Local	Still Pending	Paola	Service	3-5k sq ft		The prospect is looking for office space for a new operation.	Staff reviewed potential locations and connected the client with the city.
210304	3/3/2021	Local	Still Pending	County	Service			A local business is working with a peer who is considering the potential relocation of an existing business from elsewhere in the state.	Staff provided information on local zoning requirements and state regulatory needs.
210305	3/8/2021	Local	Business Opened	Louisburg	Retail			The prospect is opening an online retail location and wanted to verify local regulations.	Information was shared with the community along with resources tied to the industry, SBDC and mini grant programs.
210306	3/8/2021	Local	Business Opened	Unincorporated	Service			A local resident is setting up an LLC for online sales of their product. They wanted to verify local regulations.	Information was shared regarding steps for setting up the business, sales tax collection and the SBDC.

Project No.	Date	Lead Source	Status	Area	Industry Type	Existing Building	Build to Suit	Request	Action Taken
210307	3/8/2021	Local	Still Pending	Unincorporated	Service			An existing agri-related business is exploring options for increased operations at their location.	Staff provided a connection to the county regarding zoning needs. Follow up contacts were made with the state regarding licensing. A connection was made to another existing business for support.
Project Bullwinkle	3/11/2021	KDOC	Lack of Existing Building	No Match	Manufacturing	150k sq feet		The prospect is looking for an existing building and focused on the metro area.	This project is closed.
210308	3/11/2021	Local	Business Opened	Paola	Service			An existing business in a shared space plans to move to a larger independent location.	Staff reviewed marketing opportunities and potential grants. The client has already been in touch with the city regarding the potential move.
210309	3/11/2021	Local	Still Pending	Louisburg	Service			The prospect has purchased a new franchise for a service provider and is exploring next steps.	Staff reviewed marketing opportunities and potential grants. A referral was made to the city regarding potential zoning and code impacts.
Project High	3/12/2021	KDOC	Lack of Existing Building	No Match	Distribution	3k sq feet, food grade	25 to 100 acres	The prospect is looking for an existing food grade building with 30 ft ceiling heights. The client hopes to construct an additional building within three years.	This project is closed.
210310	3/12/2021	Local	Still Pending	Osawatomie	Service			An existing business is evaluating options and financing for a possible expansion.	Staff provided information on the E-Community program and a referral to the SBDC.
Project Darwin	3/16/2021	KDOC	Lack of Defined Site	No Match	Manufacturing		400 acres with rail access	The client expects to build a 4 million square foot facility. It must be able to be served 100% by renewable energy.	This project is closed.

Project No.	Date	Lead Source	Status	Area	Industry Type	Existing Building	Build to Suit	Request	Action Taken
210311	3/26/2021	Local	Still Pending	Unincorporated	Retail			The prospect plans to redevelop an existing building and begin offering retail sales.	Staff provided information on local grants and a contact regarding state regulations. A meeting with county staff members is being planned.
Project Icarus	3/26/2021	KCADC	Lack of Existing Building	No Match	Manufacturing	37,800 sq ft		This aviation project has significant hanger and runway requirements along with manufacturing space.	This project is closed.

Adopted 2021 Plan

Alignment/Regionalism				Progress Report
Roles and Responsibilities	Responsible Parties	2021	Key Performance Indicators	3/31/2021
Share and confirm the developed vision and goals with community members and stakeholders and update them regularly on the progress of the strategic plan.				
Hold an annual public input meeting to update all community members on the status of the county-wide economic development strategic plan, share economic development successes, and ensure continued buy-in from community members. Be open for ways in which additional groups or individuals can support the initiative. Consider virtual meeting options with a summary publication of county and community progress.	Miami County Area Communities	Q2 2021		An annual summary publication was created for the county. It has been shared on the county's website and distributed to commissioners. It has been offered as a template for each of the cities to craft a similar update. The county participated in the City of Paola's State of the City breakfast.
Continue updating the Economic Climate Report as a regional dashboard on a quarterly basis, integrating key economic and social data points that can be leveraged to track progress on the plan over time, as well as to monitor and ensure the activities are having the expected impact on communities.	Miami County	Ongoing		This report has been updated as scheduled. Design changes were made to integrate new colors and layout. This task is considered complete.
Determine roles of each partner organization in implementation of the economic development strategic plan.				
Determine if there are gaps in terms of staffing or resources to successfully implement the plan. If there are gaps, develop a plan to address them. This might include forming committees, fundraising, hiring additional staff, etc.	Miami County	Q1 2021		There is a continued need for marketing and multimedia support at all levels. County administration is addressing the issue for their position. With the latest round of recovery funds, it is likely the economic development staff will need to be expanded or tasks will need to be reprioritized. This task remains open at the county level.
Hold regular meetings to discuss the status of the plan and specific initiatives with a quarterly summary provided to county commissioners. This will help ensure accountability, mitigate the risk of redundant or competing efforts, and promote forward progress.	Miami County Relevant Partners	Ongoing		Monthly updates are provided to the county commissioners. Quarterly meetings are conducted by the Greater Miami County Economic Development Corporation. Monthly meetings are conducted by the E-Community Leadership Team. This task is considered complete.
Facilitate an annual work session with communities to identify the types of projects that Miami County and its communities will prioritize. The session should identify high, medium, and low priority projects. Consider types of jobs being created, wages, type and negative externalities of industries, etc., and how you might incent each project, taking into account the goals and assets of each community in the county. As part of this work session, include an education component as to why consistency and uniformity of policies across communities in a region better position the region to attract industry.	Miami County Area Communities	Q4 2021		This task is not slated until later this year.
Ensure planning/zoning approval framework outlines the timing and approval conditions and process for related priorities. Determine process efficiencies for high priority projects that could shorten approval timelines. Consider how updates to these policies will tie directly back to the imminent update to the Comprehensive Plan, and how they can align and reinforce each other. Work with planning/zoning authorities to implement the new framework. Leverage partnerships with existing stakeholders to help influence the outcome, and strive to have as much consistency in policies as possible across the communities within Miami County.	Miami County Area Communities	Q4 2021	Clearly articulated planning and zoning framework in place Expediency in zoning/planning approval process Incentive policies maintained Consistency of planning/zoning, incentives and other policies across communities within Miami County	This task is not slated until later this year.

Adopted 2021 Plan

<p>Annually review existing incentive policies to verify that they integrate the latest tools, prioritizes projects and lays out specific framework for allocation and project approval based on the type of project and relative priority. Be sure the policy addresses confidentiality, project management expectations, process management, etc. Once more, strive to have as much consistency in the incentive policies offered as possible across the communities within Miami County.</p>	<p>Miami County Area Communities</p>	<p>Q3 2021</p>		<p>This task is not slated until later this year.</p>
<p>Establish a clear communication protocol for prospects and businesses.</p>				
<p>Annually review local information for regional benefit, such as permitting/approval processes, talent programs, BRE data, sites and buildings information, etc.</p>	<p>Miami County</p>	<p>Ongoing</p>		<p>Information on the website was reviewed and updated as needed. This task is considered complete.</p>
<p>Create a communication charter that establishes expectations around external communication, messaging, and marketing efforts. It should express how internal stakeholders should engage with external audiences and aim to create a unified approach to messaging. Relevant components of this should be shared with those partners that are most impactful to the success of the implementation of the economic development strategic plan. It should also be shared with all relevant stakeholders, such as city elected officials, city employees, etc.</p>	<p>Miami County Relevant Partners</p>	<p>Q2 2021</p>	<p>Single location for all business resource information Charter in place Essence of the charter maintained</p>	<p>This task is not slated until later this year.</p>
<p>Strengthen relationships with your existing industry base and build relationships with its major suppliers.</p>				
<p>Use BRE interviews or formal surveys to assess the economic resiliency and sustainability of area businesses, as well as to identify area businesses' other operating locations, suppliers and end-users. Utilize a team of partners to provide follow up assistance while ensuring company confidentiality.</p>	<p>Miami County Area Businesses</p>	<p>Q2 2021</p>		<p>This task is not slated until later this year.</p>
<p>Gather information regarding Miami County's operational competitiveness relative to other operating locations.</p>	<p>Miami County</p>	<p>Q1 2021</p>	<p>Relationships maintained and strengthened Number of local project leads BRE efforts maintained</p>	<p>Information has been gathered reflecting national rankings that describe the region's position in the market. It has been added to the web page for use in follow up marketing. This task is considered complete.</p>
<p>Identify existing relationships that area stakeholders, businesses, and other groups already have with these companies. Leverage these connections to establish connections and set-up meetings to begin curating relationships.</p>	<p>Miami County</p>	<p>Ongoing</p>		<p>Staff identifies relationships during ongoing conversations with local businesses. In person meetings are currently limited but follow up efforts continue.</p>
<p>Prioritize a list of clients and other major suppliers that are most to least accessible based on the area's existing relationships. Most accessible are those that have direct connections or relationships with area stakeholders. Those that are most accessible will be the primary targets of strategic development.</p>	<p>Miami County</p>	<p>Ongoing</p>		<p>These efforts are underway but will take place in a more focused manner when BRE visits take place later this year.</p>

Adopted 2021 Plan

Maintain and deepen existing partnerships to enhance and cultivate further collaboration.				
Maintain and deepen partnerships with regional economic development groups and partners, especially the Kansas City Area Development Council (KCADC). Keep KCADC in the loop with key Miami County initiatives, so that both parties can work in a mutually beneficial fashion as resources and partners in helping the region grow and prosper.	Miami County KCADC Regional/State Partners	Ongoing		Staff participates in KCADC meetings. In addition, staff has gotten support from the KCADC research team on implementing the strategic plan and met with the business development team regarding target markets.
Collect and track measurements on partnerships to show value in maintaining the partnerships. To the extent possible, the measurements should focus on the value gained from the partner's perspective. The results can then be used to create stronger messaging and positioning of the area.	Miami County	Q1 2021	Partnerships maintained and cultivated Measurements identified Number of partnerships Overall satisfaction of partners	Overall, there was discussion regarding how the county's partnerships should be measured. No additional discussions have taken place regarding an overall county services survey. The Economic Development department has purchased a one year subscription to Survey Money as part of the CARES funding. That may be an option to consider. Additional direction is needed from others.
Readiness				
Create and maintain an inventory of all sites and buildings available, working with relevant stakeholders to ensure information is up-to-date.				
Continually update sites and buildings data on sites and building database. Include labor pipeline and talent development assets to the marketing flyers for all available sites and buildings.	Miami County	Ongoing	Number of buildings and sites in LOIS at greater than 70% completion	During the past quarter, community information was updated along with information on sites and buildings.
Prioritize sites and buildings based on priority projects and best business case.				
Annually identify all potential sites and buildings that are already ready or nearly ready for development. Include all potential sites and buildings, regardless of state of readiness. Consider exploring funding sources to gain control of potential sites and buildings, to reduce risk and uncertainty for prospective businesses.	Miami County	Q3 2021	Potential sites identified and utilities tracked	This task is not slated until later this year.
Review the list of prioritize sites and buildings based on state of readiness, attractiveness, location, etc.	Miami County	Q3 2021		This task is not slated until later this year.
Match key sites and buildings with priority projects identified earlier. Consider using an outside engineering firm to identify key site needs for development for specific targeted sub-sectors and key target industries.	Miami County	Q4 2021		This task is not slated until later this year.
Understand and develop the product pipeline.				
Ensure there is a plan in place to gain control and prepare sites and buildings that are not currently ready for sale. If infrastructure needs exist, proactively engage necessary stakeholders.	Miami County	Q3 2021	Progress on site readiness Number of inquiries related to available sites Site control plan completed Virtual spec building created	This task is not slated until later this year.
Consider completing an industry trend study aimed at key target industries to determine future needs. Use the study to frame a site feasibility study and integrate findings into digital spec building.	Miami County (Ady Advantage can assist)	Q2 2021		This task is not slated until later this year.
Consider the creation of a virtual spec building that can be leveraged in business attraction outreach efforts. This will reduce the initial risk incurred by communities in comparison to a fully developed spec building, while still providing a competitive edge in the recruitment of business.	Miami County	Q2 2021		Although this task is not slated until later this year, staff has begun talking with a consultant regarding the possible service. Information is also be compiled for a potential site.

Adopted 2021 Plan

Identify and develop key assets needed for targeted industries.				
Use contacts from KCADC, KDOC and local projects to determine where 2019 and 2020 projects that did not select Miami County may have wound up. Conduct a comparative analysis of those key competitive locations relative to Miami County. Use public source databases, like the US Census Bureau, to determine the key attributes of the area.	Miami County (Ady Advantage can assist)	Q3 2021	Number of projects identified Assets mapped Matrix developed Gaps identified	This task is not slated until later this year.
Identify "aspirational" projects that fit with Miami County's target industries and prioritized projects. Determine key assets and attributes in the location that supports the project, including labor supply, concentration of higher education, available land, readiness of land, incentives, planning/zoning policies, etc.	Miami County (Ady Advantage can assist)	Q2 2021		Although this task is not slated until later this year, staff has begun compiling information on projects regarding land, zoning and laborforce.
Map the key assets found in both analyses and determine the county's competitiveness in each of the assets. Use the map to determine which assets are most important in relocation decisions relative to each target industry.	Miami County (Ady Advantage can assist)	Q4 2021		This task is not slated until later this year.
Create a gap matrix that tracks the development and progress of closing the gaps identified in the map. Leverage the implementation map framework to create a plan that will help guide the development.	Miami County	Q4 2021		This task is not slated until later this year.
Facilitate coordination between the supply and demand sides of talent and determine how to address gaps.				
Update the list of talent initiatives in the region, including those led by economic development, workforce development, educational institutions, employers, etc. This should capture the focus of the initiative (talent retention, development or attraction), the target audiences, and whether the strategy is geared towards short, medium or long-term results.	Miami County Education Institutions Workforce Partners Area Businesses (Ady Advantage can assist)	Q3 2021	Talent initiatives updated Number of employer surveys completed Talent summit completed Participation in talent summit Variety in talent initiatives (timeline, audience, retention/recruitment, etc.) Plan with specific action items	This task is not slated until later this year.
Annually survey existing employers to determine their key talent needs, including both current and future needs. This survey should also query their awareness of current talent initiatives in the region and any barriers they have to recruiting, retaining and developing talent.	Miami County Education Institutions Workforce Partners Area Businesses (Ady Advantage can assist)	Q3 2021		This task is not slated until later this year.
Consult with the school districts, KansasWorks and others regarding a way to best connect the supply and demand sides of talent. These conversations should include all workforce partners, as well as employers, and should work to identify gaps between the supply and demand sides.	Miami County Education Institutions Workforce Partners Area Businesses (Ady Advantage can assist)	Q4 2021		This task is not slated until later this year.
Jointly develop a plan to address any gaps in talent initiatives and supply on an ongoing basis and ensure that there are higher education resources available to fulfill employer needs.	Miami County Education Institutions Workforce Partners Area Businesses (Ady Advantage can assist)	Q4 2021		This task is not slated until later this year.

Adopted 2021 Plan

Educate students, parents and guidance counselors on the opportunities available at companies in Miami County.				
Help employers evaluate and participate in apprenticeship and internship programs. Encourage participation in apprenticeship and internship programs and help remove barriers that might exist for them offering these types of training opportunities.	Miami County Education Institutions Workforce Partners Area Businesses	Ongoing	Number of employers with apprenticeship programs Number of students from area schools who participate in apprenticeship programs	These referrals currently take place. KansasWorks staff provides the follow up and support.
Partner with employers to build awareness of their facilities from not only students (potential employees) but parents and guidance counselors (the gatekeepers). Consider holding training, fun events or contests that allow all of these audiences to learn first-hand of the opportunities and to update any outdated perceptions they may have of what manufacturing and other careers are like.	Miami County Education Institutions Workforce Partners Area Businesses	Q2 2021		Although this task is not slated until later this year, staff has been working with high school teachers to provide information to their classes. Information on local job demand is regularly shared with high school counselors.
Promote KansasWorks as a shared resource where employers can share the job opportunities that they have available or anticipate in the coming 12-24 months, including a description of likely skills. Workforce trend data from MARC should be shared regularly with school districts and the public to help link supply and demand.	Miami County Education Institutions Workforce Partners Area Businesses	Ongoing		Staff has a set call with KansasWorks staff members and regularly provides information on businesses seeking their services. Connections are also made regarding other potential service connections.
Support and facilitate placemaking efforts within the communities of Miami County.				
Conduct community meetings that aim to understand the needs and wants of the public. The meetings should be collaborative and engaging and should focus attendees attention around parks, community social events, affordability, accessibility to community resources, and other issues identified by employers as barriers to talent retention and attraction.	Area Communities Miami County Community Groups	Q3 2021	Placemaking steering committee established Diversity of participants	This task is not slated until later this year.
Establish a placemaking steering committee aimed at providing guidance, project support, and leadership on meeting the goals and priorities around placemaking. These should be community leaders, non-profits groups, community organizations, education groups, etc. The committee should be no more than ten individuals. It should contain no more than two elected officials. The committee should meet at least semi-monthly.	Area Communities Miami County Community Groups	Q3 2021		This task is not slated until later this year.
Seek out natural placemaking opportunities with existing businesses by having them consider outdoor seating, bicycle parking, benches, and outdoor games.	Area Communities Area Businesses Miami County Community Groups	Ongoing		These opportunities are discussed with businesses during their consultations.
Consider doing placemaking audits in other communities outside of Miami County. Focus on those elements related to quality of place and identify specific amenities in those communities. Reach out to community officials to understand best practices and processes to develop those elements within Miami County.	Miami County Area Communities Community Groups	Q4 2021 or later		This task is not slated until later this year.

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Determine the feasibility of developing new quality of life amenities within Miami County.				
Using data from this plan and past resident surveys, determine which quality of life assets Miami County wants to focus on enhancing over the next few years, such as restaurants, entertainment, parks, etc.	Miami County Area Communities Community Groups	Q4 2021 or later	Input gathered on community priorities Ease of planning/zoning processes for developers	This task is not slated until later this year.
Using input from key stakeholders, determine what barriers/challenges might exist to further development of those prioritized enhancements.	Miami County Area Communities Community Groups	Q4 2021 or later		This task is not slated until later this year.
Develop a plan to address these challenges. This might include zoning changes, incentive options, partnership creation, etc.	Miami County Area Communities Community Groups	Q4 2021 or later		This task is not slated until later this year.
Work with the communities and other partners to identify and define current housing stock, as well as determine future housing needs.				
Collaborate with the communities and/or county to map the existing housing stock for communities. Determine single family housing, multi-family housing, and housing tier within each group. (e.g. workforce housing, executive housing, etc.). Pull housing permits to identify historical growth trends.	Miami County Area Communities	Q1 2021	Housing data gathered and analyzed	This task has been started but is behind schedule. The state association of realtors has made some of their community-level data less accessible. Staff has a meeting set up with them and the County Appraiser to review subscription options. At this time, a local relator is sharing limited access to their portal. Countywide data is still accessible.
Work with partners to establish a housing taskforce that can advocate and plan for the housing needs within Miami County. The task force should be mix of representatives from developers, real estate firms, title companies, city/county divisions, community groups, employers, etc.	Miami County Area Communities	Q1 2021		Some groundwork on this project has been laid. Interested persons have been identified, but the efforts have stalled until data can be obtained to frame the discussion.
Source and select an outside vendor to complete a housing needs assessment, if necessary.	Miami County Area Communities	Q4 2021 or later		This task is not slated until later this year. It may not be needed depending upon the data received from the state's study.
Identify and define current resources available for start-ups, starting with those already identified in the E-Community application process, and address any gaps.				
Annually catalogue and map existing innovation and entrepreneurship resources, including those already identified in the E-Community application process, as well as those provided by the Small Business Administration (SBA), NetWork Kansas, KansasWorks, non-profits, community organizations, regional partners (Kansas Procurement Technical Assistance Center, Heartland Business Capital, Enterprise Center of Johnson County, etc.), educational groups, angel investors, existing businesses, area financial institutions, etc. Make sure this information is easily accessible and up-to-date.	Miami County (Ady Advantage can assist)	Q2 2021	Update catalogue of entrepreneurial resources Benchmark comparable communities	Although this was a second quarter task, this information was reviewed during the website update. Changes have been made as needed. This task is considered complete.
Integrate an innovation focus into your existing BRE interviews. Questions related to automation and innovation should be added to capture projects, successes, and trends. Resources should include the Small Business Development Center, Kansas Manufacturing Solutions and Kansas Department of Commerce.	Miami County	Q2 2021		This task is not slated until later this year.
Conduct a benchmark analysis of other communities with successful entrepreneurship and innovation ecosystems labs across the country. Use primary research to determine programming, sustainability structures, staffing, etc.	Miami County (Ady Advantage can assist)	Q4 2021 or later		This task is not slated until later this year.

Cultivate the innovation economy within Miami County.				
Encourage greater collaboration among entrepreneurship and innovation partners. Host regular meetings with the innovation task created in the previous step, and work to identify ways to build upon the existing entrepreneurship and innovation assets.	Miami County Relevant Partners	Ongoing	Number of E-Community loans made Number of E-Community grants completed Number of promotion/marketing impressions	Members of the E-Community Leadership Team which includes the directors of the chamber of commerce and city leaders meet monthly. They actively seek opportunities to engage in these activities.
Promote Miami County as a region of innovation, by highlighting positive stories, businesses, and new technologies that are being created or implemented in the region.	Miami County Area Communities	Ongoing		The local chamber directors have created a rotation to create stories highlighting local businesses. These are shared on their websites, social media, Miami County Republic and the county web site. Additional marketing opportunities are being sought.
Utilize the E-Community program and other regional revolving loan funds to support start-up ventures and strengthen the start-up ecosystem.	Miami County	Ongoing		The E-Community group is currently soliciting nominees for an Economic Gardening and Rural E-Launch program. Both are offered at discount rates via the E-Community program. Staff completed a pilot program offered by IEDC on entrepreneurship.
Marketing/Differentiation				
Promote a unified message that communicates the positive economic and community development news in the region.				
Act as a regional "Ambassador" through the use of social media channels, such as LinkedIn, Twitter, Instagram, etc., to communicate positive economic and community development news throughout the region. Miami County can develop its own ambassadors within the county, such as the cities and other partners who can help push out the positive news about what is happening in the county.	Miami County Area Communities Relevant Partners	Ongoing	Social media impressions Consistency across social media messaging	Staff is continuing to develop relationships with others who are active on social media. LinkedIn needs to be developed and Twitter is not allowed through the county's firewall.
Leverage the social media channels of partners to push a consistent, positive narrative of the region. Share information and resources with partners that work towards dispelling negative perceptions and misconceptions of the region.	Miami County Area Communities Relevant Partners	Ongoing		Information is consistently shared across mediums. The social media report tracks this information.
Advocate at a state and national level for the interests of Miami County.				
Maintain and cultivate relationships with regional economic development groups and partners, especially the Kansas City Area Development Council (KCADC). Leverage these relationships and partnerships to better position Miami County as a resource and partner in helping the greater Kansas City metro area grow and prosper, ensuring that KCADC is in the loop with key Miami County initiatives so that they can be an advocate for the county as well.	Miami County KCADC Regional/State Partners	Ongoing	Partnerships maintained and cultivated Regional and state investment in local key infrastructure needs Support for Osawatimie State	Staff continues to participate in KEDA, KCADC and MARC meetings. Some efforts are underway to potentially revitalize Project 17. Staff has attended some of those meetings. Staff also serves on the Governor's Council on Travel and Tourism and the FHLBank Affordable Housing Advisory Committee.
Maintain and cultivate relationships with key decision makers within NHTSA, FCC, Utilities, legislature, Planning Commission, DOT, and other relevant governing bodies. Develop a list of priority decision-makers and regularly hold familiarization tours to maintain relationships, build awareness around the county, and connect infrastructure needs and other needs directly with the decision-makers.	Miami County Regional/State Partners	Ongoing		County staff continues to participate in KDOT and MARC meetings.
Advocate for greater funding of key infrastructure that supports foundational community elements (e.g., housing, broadband, childcare, transportation, sites and buildings) in Miami County.	Miami County Regional/State Partners	Ongoing		County staff has been monitoring the anticipated recovery funds to determine what sources may be available for the county.

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<p>Consider participating in regional and national economic development conferences and other professional development opportunities, such as the Mid-America Economic Development Council (MAEDC - https://www.midamericaedc.org/) and the National Rural Economic Developers Association (NREDA - https://www.nreda.org/), to increase expertise and to provide greater exposure of the Miami County region.</p>	<p>Miami County</p>	<p>Ongoing</p>	<p>Hospital maintained</p>	<p>Staff has not committed to attending any conferences at this time. Several webinars are attended each month.</p>
<p>Support the Osawatomie State Hospital, and advocate for its expanded funding and operations in Miami County. Work with regional partners to amplify these advocacy efforts.</p>	<p>Miami County Relevant Partners</p>	<p>Ongoing</p>		<p>County staff continues to interact with state leaders regarding the hospital's operation. Economic development staff is currently working with their marketing and HR departments.</p>
<p>Review all existing marketing tools, including website and print and digital marketing collaterals, and, as needed, revise them to ensure messaging and positioning resonates with Miami County's target audiences.</p>				
<p>Maintain consistency in the design of economic development marketing materials, and establish a brand that communicates the unique benefits of doing business in Miami County.</p>	<p>Miami County (Ady Advantage can assist)</p>	<p>Ongoing</p>		<p>As part of updating publications, the standardized color and type palettes are used.</p>
<p>Create a Regional Profile, using the existing positioning from this report presenting the Miami County region. Make sure the region's overall messaging is communicated through the Regional Profile.</p>	<p>Miami County (Ady Advantage can assist)</p>	<p>Q1 2021</p>	<p>Regional profile maintained and updated regularly Target industry profile(s) completed Website revised and relaunched Website maintain and updated Audit completed Audit findings integrated and addressed</p>	<p>A regional update report was created for 2020. In addition, county staff has updated the webpage with information on regional rankings. This task is considered complete.</p>
<p>Revise the Miami County website to reflect the target industries. If a Miami County ED brand is developed, consider the creation of a new website altogether, devoted to economic development in Miami County. Integrate material developed for regional profile and target industry cut sheets. Revise website to ensure easy access to regional value proposition and target industry sectors.</p>	<p>Miami County (Ady Advantage can assist)</p>	<p>Q1 2021</p>		<p>A limited amount of work in this area has been completed. Staff is gathering additional information from the cities and county planning regarding rezoning. This task will carry over into the second quarter.</p>
<p>Create Target Industry Profiles, using the existing positioning from this report for each recommended target industry that can be used with prospective companies, as well as economic development partners.</p>	<p>Miami County (Ady Advantage can assist)</p>	<p>Q2 2021</p>		<p>This task is not slated until later this year.</p>
<p>Review existing social media to identify existing gaps in best practice application and make recommendations for improving social media engagement with these target audiences.</p>	<p>Miami County (Ady Advantage can assist)</p>	<p>Q2 2021</p>		<p>This task is not slated until later this year.</p>
<p>Research, plan and execute relationship marketing strategies with decision makers.</p>				
<p>Track identified project matrix for use with economic development leads and prospects. The matrix can be used to track key metrics, such as inquires, deal flow, industry make-up of leads and prospects, projects won and lost, etc.</p>	<p>Miami County</p>	<p>Ongoing</p>	<p>Number of leads open Contacts made with site consultants and similar professionals</p>	<p>These reports are provided to the commissioners monthly.</p>
<p>Gather and develop a list of decision-makers in key industries. This should include site selectors, trade association leaders, industry groups, etc. These will be cultivated from ongoing outreach with companies locally, tradeshows, and other marketing events.</p>	<p>Miami County</p>	<p>Q2 2021</p>		<p>This task is not slated until later this year.</p>

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Identify companies for recruitment within the recommended target industries.				
Use BRE interviews to identify existing industry base's value chain. Consider sales calls to these businesses or types of businesses.	Miami County	Ongoing	Number of projects reviewed Industry make-up of leads, prospects, and projects	Staff has ongoing conversations with businesses regarding resources. While a more formal process is planned for June, it may be determined that surveys remain the best way to continue outreach.
Consider developing relationships with site selectors focused within the recommended target industries. Use targeted mail campaigns leveraging print and digital media that showcases the area's business case. Leverage familiarization tours and other outreach events to highlight the Miami County region.	Miami County (Ady Advantage can assist)	Ongoing		Staff continues participating in Team Kansas, KCADC and KEDA events involving site selectors.
Engage in lead generation activities, targeting subsector companies by the NAICS codes outlined in this report. Try to identify and arrange contact with corporate executives of companies with near-term siting projects who would consider locating in the Miami County region.	Miami County (Ady Advantage can assist)	Q4 2021 or later		This task is not slated until later this year.
Engage in event sponsorships and print/digital advertising with trade associations/publications and tradeshows targeting executives within recommended target industries.	Miami County (Ady Advantage can assist)	Q4 2021 or later		This task is not slated until later this year.
Proposed Tasks		Completed	6	
		Underway	24	
		Future	32	
		Overdue	5	