

AGENDA ITEM COVER SHEET

Trustee Meeting Date:	Agenda Item Type:
October 13, 2026	Requisition Item
Submitted By:	
Rick L. Prinz, Fire Chief	

Motion:
Four Seasons Environmental, Inc. - \$17,371.15 - Purchase Fire Department annual fire protection system inspection, testing, maintenance and repairs

Background:
The purchase order associated with the 2026 annual inspection, testing, maintenance and corrective repair work for fire protection equipment and systems at West Chester Fire Department stations. The work was coordinated through the Township's maintenance contractor, Four Seasons Environmental, Inc., which subcontracted the specialized fire protection inspection and repair activities to Silco Fire & Security. The purchase order consolidates the required work by fire station into single station-level line items. The attached Four Seasons documentation provides the supporting detail for the individual inspection findings, scheduled maintenance activities, component replacements, testing and repairs included within those consolidated amounts. Required Scheduled Maintenance and Testing • Five-year Fire Department Connection hydrostatic testing: The Four Seasons proposal identifies this work at Stations 73 and 74 as due under NFPA 25. NFPA 25 requires periodic hydrostatic testing of applicable FDC piping at a five-year interval • Five-year sprinkler system maintenance / internal valve inspection: The proposal identifies five-year sprinkler maintenance at Stations 72, 73 and 74. These activities include periodic internal inspection/maintenance of system valves and related components required by NFPA 25 • Smoke detector sensitivity testing: The proposal identifies biennial smoke detector sensitivity testing at Station 75. NFPA 72 establishes recurring sensitivity-testing requirements for system smoke detectors • Portable fire extinguisher maintenance: The extinguisher portion includes hydrostatic testing, internal inspections, recharging, replacement of condemned/damaged extinguishers and associated service components. These activities are necessary to maintain the extinguishers in serviceable condition and to satisfy applicable inspection, maintenance and testing intervals. Corrective Repairs Identified During Inspection The invoice also includes deficiencies identified during the inspection process that require correction to maintain the affected systems in reliable operating condition. Examples include replacement of fire alarm batteries that failed load testing or reached service age, replacement smoke detectors, repair of a PIV connection to an OS&Y valve, replacement of a sprinkler control valve lockout, recreation of a missing hydraulic placard, replacement of a site glass and replacement of condemned or damaged portable fire extinguishers. Purchase Order Justification The total documented cost is \$9,407.75 for fire protection system updates and \$7,963.40 for portable fire extinguisher servicing and updates. These expenditures support required periodic inspection, testing and maintenance obligations and correction of deficiencies identified during those activities. Consolidating the individual items into station-level purchase order lines is an administrative method of processing the work; the attached Four Seasons documentation provides the detailed supporting breakdown for each station and should be retained with the purchase order record. Based on the inspection findings and the scheduled maintenance/testing intervals identified above, I

recommend approval of the purchase order as necessary fire and life-safety system maintenance and repair expenditures.

Finance	Budgeted Item:	Yes; Operational		
	CIP #:			
	TIF Info:			
	Purchase Req. #:	26003387	Total Encumbrance:	\$ 17,371.15



October 1, 2026
Chief Scott Brooks
West Chester Township
Bureau Fire Chief | Loss Prevention
9121 Cin-Day Road | West Chester OH 45069
o. 513.777.1133 | d. 513.266.2948

RE: Fire Systems updates (All Stations)

Scott,

Please find below our quoted price for the recommended updates to the fire systems at all fire stations. During the inspection, we identified the following stations as needing updates. These recommended repairs will help ensure the fire systems remain compliant with applicable NFPA standards and are properly maintained.

Station 71:

- 4 – replace fire alarm batteries in booster panels
- Labor and materials

Total Cost: \$455.40

Station 72:

- 2 – 5-year sprinkler maintenance. Per NFPA chapter 13.4.1.2 alarm valves shall be inspected internally every five years
- 1 – confined space entry
- 1 – labor and material

Total Cost: \$2685.10

Station 73:

- 1 – material to repair PIV connection to OS&Y
- 1 – confined space entry
- 1 – labor and materials

Total Cost: \$1560.35

Station 74:

- 1 – Recreation of missing Hydraulic Placard for Sprinkler System

Total Cost: \$1958.00

Station 75

- 3 – Replacement Smoke Detectors (Laundry, bunk room, locker room)
- 1 – Biennial Spoke Detector Sensitivity testing (Per NFPA 25)
- 1 – Labor and materials

Total Cost: \$2748.90

Combined cost for all stations: \$9407.75

This quote is valid for thirty (30) days. If you would like to proceed with the work, please provide a purchase order referring to the attached quote. Thank you for the opportunity to serve your team. Please let me know if you have any questions.

Respectfully submitted,



Joshua Hensley
Facilities Site Manager
Four Seasons Environmental, Inc.
Date: September 25, 2026

Accepted:

Scott Brooks
Bureau Fire Chief
West Chester Township
Date:



September 9, 2026
Chief Scott Brooks
West Chester Township
Bureau Fire Chief | Loss Prevention
9121 Cin-Day Road | West Chester OH 45069
o. 513.777.1133 | d. 513.266.2948

RE: Fire Extinguisher Updates (All Stations)

Scott,

Please find below our quoted price for the recommended updates to the fire extinguishers at all fire stations. During the inspection, we identified the following stations as needing updates. These recommended repairs will help ensure the fire extinguishers remain compliant with applicable NFPA standards and are properly maintained.

Station 71:

- 7 – Hydrostatic test dry chemical
- 2 – 20lb dry chemical recharge
- 7 – 10lb dry chemical recharge
- 2 – 5lb dry chemical recharge
- 2 – 10lb fire extinguisher (condemned)
- 11 – neck gaskets
- 11 – verification collar
- 11 – valve stems
- 1 – 15lb Co2 (Basement electrical room)

Total Cost: \$2564.48

Station 72:

- 1 – 15lbs Co2 (air handler basement)
- 1 – 20lb fast flow (generator)
- 4 – Dry chemical hydrostatic test
- 2 – Dry chemical internal inspection
- 4 – 5lbs dry chemical recharge
- 1 – 10lbs dry chemical recharge
- 1-2.5lbs dry chemical recharge
- 6 – neck gasket
- 6 – verification collar
- 6 – valve system

Total Cost: \$2517.26

Station 73:

- 1 – safety disc
- 1 – 10lb Co2 recharge
- 1 – Dry chemical hydrostatic test
- 1 – Dry chemical internal inspection
- 1 – 5lbs dry chemical recharge
- 1 – 30lbs class D
- 1 – 2.5 dry chemical recharge
- 2 – neck gasket
- 3 – verification collar
- 2 – valve system

Total Cost: \$706.55

Station 74

- 1 – Co2 Hydro test
- 1 – Safety disk
- 1 – 10lbs Co2 recharge
- 2 – Dry chemical hydrostatic test
- 3 – Dry chemical internal inspection
- 2 – 5lbs dry chemical recharge
- 3 – 10lbs dry chemical recharge
- 1 – 20lbs dry chemical recharge
- 6 – neck gaskets
- 6 – verification collar
- 6 – valve stem
- 2 – conductivity test

Total Cost: \$772.46

Station 75

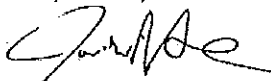
- 1 – 10lb ABC (condemned – dented)
- 1 – 20lb pass flow (generator)

Total Cost: \$1402.65

Combined cost for all stations: \$7963.40

This quote is valid for thirty (30) days. If you would like to proceed with the work, please provide a purchase order referring to the attached quote. Thank you for the opportunity to serve your team. Please let me know if you have any questions.

Respectfully submitted,



Joshua Hensley
Facilities Site Manager
Four Seasons Environmental, Inc.
Date: September 9, 2026

Accepted:

Scott Brooks
Bureau Fire Chief
West Chester Township
Date: