



Bristol Virginia Fire Department

JC Bolling, Chief

211 Lee Street, Bristol, VA 24201

276-645-7303, Fax: 276-645-7302

Email: jcbolling@bristolva.org



September 27, 2011

Angela Thompson
Grants and Local Aid Manager
Virginia Department of Fire Programs
1005 Technology Park Drive
Glen Allen, Virginia 23059

Dear Ms. Thompson:

This letter is in response to your inquiry regarding our department's *Burn Building Renovation Grant*. Specifically, this grant was approved to fund the installation of an interior live fire simulator for the second story of our burn building. The anticipated completion date for the project was set as 10/31/2011. By purpose of this letter, I would request a six-month extension of the completion date.

In the earlier planning sessions and discussions with the contractors and engineers, we had first anticipated that the city would have to bear some costs of plumbing the gas line and electrical connections to the 2nd floor. We had also been advised by the board's Burn Building Committee that fire brick would have to be installed on the floor of the 2nd story. The preliminary estimates we had received from the vendors exceeded the grant amount and we realized that we would have to do some of the work ourselves. I discussed this issue with the city manager during this year's budget negotiations and we were assigned a burn building renovation line item for FY-2012.

In my latest discussions with these companies, we may not have to do as much work as originally projected. However, I am still bound to complete any additional work (outside of the grant allocation) by the end of our current fiscal year.

I am available at your convenience to discuss this matter with you. Thank you for your continued guidance and support to our department.

Sincerely,

A handwritten signature in black ink, appearing to read "J. C. Bolling".

J. C. Bolling
Chief

cc: Kenneth J. Brown - Chairman, Burn Building Sub-Committee
Richard E. Burch, Jr. - Chairman, Virginia Fire Services Board
Files

Department of Fire Programs
SEP 30 2011
Administration