

Timbrook Public Safety Center
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TO: All Fire & Rescue Personnel
FROM: Matthew Gearhart, Assistant Fire Marshal
RE: Joint Judicial Center Renovation Project
DATE: August 7, 2015

INFORMATIONAL BULLETIN IB-15032

The renovation project for the Joint Judicial Center (JJC) will begin Sunday, August 9th at approximately 1830 hours. W. Harley Miller Contractors from Martinsburg has been awarded this contract that will last for approximately one year. Their plan of action is to work **Sunday thru Thursday evenings from 1830 – 0700 hours each day.**

The Winchester Sheriff's Office will have two deputies on site at all times during these working hours. As of now there are no scheduled weekend hours, although if needed we will be notified. The plan is to keep the fire alarm system fully operational during the demolition with the exception of times when "Hot Work" is being performed. During these times the alarm system may get disabled and the appropriate safety measures taken by the contractor to ensure proper protection is in place in the event of an emergency.

There will always be a project supervisor on site during construction hours and the ECC has the contact information for these individuals. The Fire Chief has approved a modified fire department response to the JJC during the construction times provided.

The modified response will be:

1. Trouble Alarms – NO FIRE DEPT DISPATCH, ECC will contact the project supervisor.
2. Fire Alarms – ECC will dispatch a single Engine Co and BAT 6.
3. All other incidents receive normal dispatch.

If anyone has any questions or concerns, please contact the Fire Marshal's Office.