



Legislation Text

File #: 24-224, **Version:** 1

Adopt a Resolution to Approve and Authorize the City Manager to Execute a Consultant Services Agreement with Brown Reynolds Watford Architects, Inc. in the amount of \$195,840 for the Fire Stations 9, 12 & 13 Programming and Cost Estimates project; to Authorize the City Manager to Negotiate and Approve Individual Change Orders up to 5% (or \$9,792) of the Original Contract Amount; and to Authorize the City Manager to Negotiate and Approve Change Orders up to a Cumulative Value of 15% (or \$29,376) of the Original Contract Amount

COUNCIL PRIORITY

- Public Safety
- Infrastructure
- Sustainability & Resiliency
- Fiscal Sustainability and Transparency

SUMMARY

This contract provides for the development of condition studies, stations programming reports and preliminary cost estimates for the replacement, renovation, or remodeling of Fire Stations 9, 12 & 13.

RECOMMENDATIONS

Staff recommends the following actions:

- Approve and authorize the City Manager to execute a Consultant Services Agreement with Brown Reynolds Watford Architects, Inc. in the amount of \$195,840;
- Authorize the City Manager or their designee to negotiate and approve individual change orders up to 5% (or \$9,792) of the original contract amount; and
- Authorize the City Manager or their designee to negotiate and approve cumulative change orders up to 15% (\$29,376) of the original contract amount

BACKGROUND

Within the City of San Leandro, fire protection services are provided by the Alameda County Fire Department (ACFD). ACFD operates the five City-owned fire stations in San Leandro and has done so for nearly 30 years. Of the five fire stations, two were constructed within the last 25 years, while the other three were first constructed in the mid-twentieth century. Fire Station 9, located at 450 Estudillo Avenue, was originally built in 1969 and houses an engine and a truck company, approximately 6-7 fire personnel. Fire Station 12, located at 1065 143rd Avenue, was originally built in 1950 and houses an engine, a truck company, HazMat response vehicles and the Battalion 4 Chief, approximately 7-8 fire personnel. Fire Station 13, located at 637 Fargo Avenue, was originally built in 1953 and houses an engine company, approximately 3-4 fire personnel.

Fire Stations 9, 12 & 13 need extensive work to bring them up to current codes and standards. Before initiating design work to implement these improvements, it is essential to conduct initial research, study, and documentation must occur to ensure the correct course of action is taken. An initial feasibility study, programming study and report, and preliminary cost estimate are needed for each of the three fire stations in order to achieve this.

Analysis

Staff requested proposals for architectural services to create programming studies and cost estimates for Fire Stations 9, 12 & 13; the City received six qualified proposals. Brown Reynolds Watford Architects, Inc. (BRW Architects) was selected as the most qualified firm to provide services based on technical ability and an extensive portfolio of similar high-quality projects, including fire station projects in Alameda, Palo Alto and San Rafael. Staff recommends that the City Council approve a consultant services agreement with BRW Architects for the subject project.

BRW Architects was established in 1984 and has a local office in San Francisco. The firm specializes in civic facilities and has extensive fire station experience with both newly constructed stations and remodeled stations. The initial studies and estimating, including meetings with ACFD staff and preparation of site engineering studies, is anticipated to take approximately 6 months.

BRW Architects and the City have agreed on the major contract components but minor revisions to the scope of work may occur before the agreement is signed. The agreement represents staff's current understanding of the work required. From time to time, changes to the scope of contracts are necessary to respond to new information and/or to include additional items of work necessary for a complete project. To resolve these issues in a timely fashion and avoid delaying work, staff requests authorization to issue individual contract amendments to the consultant up to 5% or \$9,792 each and cumulative contract amendments up to 15% or \$29,376 of the original contract amount.

Current Agency Policies

- Provide quality public safety service and grow our partnership with the community to keep San Leandro safe
- Maintain and enhance San Leandro's infrastructure

Applicable General Plan Policies

- Action EH-6.1.A Essential Service Facility Upgrades: Periodically evaluate the ability of City facilities to function after a major disaster such as an earthquake. Take steps to address any deficiencies, and to ensure that emergency services and communication can be provided following a disaster
- Action CSF-1.1A Fire Station Renovations: Pursue the comprehensive renovation or upgrading of Fire Stations 9, 12, and 13 to respond to modern technology, energy efficiency, new equipment, administrative space, and gender-neutral facility needs, and to ensure the functionality of the facility following a natural disaster. Periodically evaluate the need to replace, renovate, or expand other fire protection facilities

Environmental Review

The environmental impacts of any proposed projects at Fire Stations 9, 12, and 13 will be evaluated during the design phase for those projects. If impacts are found which require mitigation, those mitigations will be included in the construction phase of the project.

Financial Impacts

Sufficient funds are included in the Fiscal Year 2023-2024 budget as shown below.

<u>American Rescue Plan Act (ARPA) Fund, Account 190-69-803:</u>	<u>\$275,000</u>
Total	\$275,000

The estimated project cost is shown below.

Consultant Contract	\$195,840	
Contract Administration	\$50,000	
<u>Project Contingencies</u>	<u>\$25,000</u>	
Total		\$270,840

This Council action will not impact fund balance because there are funds available in the adopted budget.

ATTACHMENT(S)

Attachment A: Resolution Fire Stations 9, 12 & 13 CSA - BRW

Attachment B: CSA Scope of Work

Attachment C: CSA Compensation Schedule

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