



JOINT REPORT

DATE: October 22, 2024

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Planned and Emergency Facilities Projects (PPE Storage Rooms Phase at Fire Stations 1, 3, and 4), Project 19-18, and Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3, and 4, Project 24-32—Various Actions**

RECOMMENDATION

1. Find that in accordance with the California Environmental Quality Act (CEQA) requirements, Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3, and 4, Project 24-32, is categorically exempt as Class 1, Minor Alteration of an Existing Public Facility, under CEQA Guidelines Section 15301.
2. Transfer and appropriate \$102,000 from the CIP Reserve Fund to Planned and Emergency Facilities Projects (PPE Storage Rooms Phase at Fire Stations 1, 3, and 4), Project 19-18, increasing the total project budget to \$2,512,000, of which 48% is from the Shoreline Regional Park Community Fund. (Five votes required)
3. Transfer and appropriate \$125,000 from the CIP Reserve Fund to Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3, and 4, Project 24-32, increasing the total project budget to \$1,375,000. (Five votes required)
4. Acting in its joint capacity as the City Council of the City of Mountain View and Board of Directors of the Shoreline Regional Park Community, authorize the City Manager and Community Manager, or designees, to amend the professional services agreement with Aetypic, Inc., a California corporation (Entity No. 3366255), for Planned and Emergency Facilities Project (PPE Storage Rooms Phase at Fire Station 1, 3, and 4), Project 19-18, to add \$75,000 for additional professional services, for a total not-to-exceed amount of \$380,000.
5. Approve plans and specifications for Planned and Emergency Facilities Projects (PPE Storage Rooms Phase at Fire Stations 1, 3, and 4), Project 19-18, and authorize staff to advertise the project for bids.
6. Authorize the City Manager or designee to award a construction contract to the lowest responsive responsible bidder if the bid is within the total project budget of \$1,375,000.

BACKGROUND

The City has five fire stations, two of which (Fire Stations 2 and 5) are equipped with a dedicated Personal Protective Equipment (PPE) storage room to properly house Firefighters' turnout gear. Turnout gear is the PPE that Firefighters wear to protect themselves from heat, flames, and debris when responding to emergencies and includes a jacket, trousers, helmet, fire hood, and gloves. While in active use, this gear can absorb contaminants and, after the equipment is used and cleaned, these contaminants can be released back into the air (off-gassing). In Fire Stations 1, 3, and 4, this gear is being stored in open shelving units and equipment racks either in or adjacent to the main apparatus bays where the fire trucks are parked. Construction of new PPE storage rooms that meet turnout gear safe storage requirements is scheduled for Fire Stations 1, 3, and 4.

In 2019, the City entered into a \$100,000 agreement with Aetypic, Inc. (Aetypic), to design a variety of small projects under Project 19-18, including City Hall Locker Room, Shoreline Boathouse Sidewalk Improvements, Center for the Performing Arts Stair Railing, and PPE Storage Rooms Phase at Fire Stations 1, 3, and 4. On [June 22, 2021](#), Council approved amending the project budget of Planned and Emergency Facilities, Project 19-18, and the agreement with Aetypic for an additional \$205,000 in professional design services for a total amount not to exceed \$305,000. (Additional projects supported under Project 19-18, but not designed by Aetypic, included Michael's Restaurant Improvements, Building Automation Controls at Fire Stations, 1, 2, 3, and 5, and other small facility projects.)

ANALYSIS

The new PPE storage rooms at Fire Stations 1,3, and 4 will provide sufficient storage space for the primary and back-up gear of permanent and visiting Firefighters. The storage rooms include storage racks, ventilation mechanisms, motion-activated lighting systems, and gear-hanging equipment. The enclosed and ventilated rooms protect turnout gear from exposure to fire apparatus' diesel exhaust particulates and allow for off-gassing from firefighting activities in the field.

Additionally, the PPE storage room hanging racks allow Firefighters to hang their protective coats and trousers, limiting damage caused by creasing or folding. This also protects the turnout gear from direct/indirect UV light, especially from sunlight, which is known to cause irreversible photo-oxidative damage and structural breakdown to Firefighters' turnout gear. Such measures will extend the turnout gear's service life.

Fire Station 1

Fire Station 1, at Shoreline Boulevard and Dana Street, was built in the early 1990s and is home to 27 Firefighters. The station can be used as a site for training to all shift Firefighters and hosts most Fire Department ceremonies and meetings. A new PPE storage room at Fire Station 1 will be installed by constructing an exterior addition to the existing building, facing the on-site driveway. The project will also modify the existing workshop room (see Figure 1).

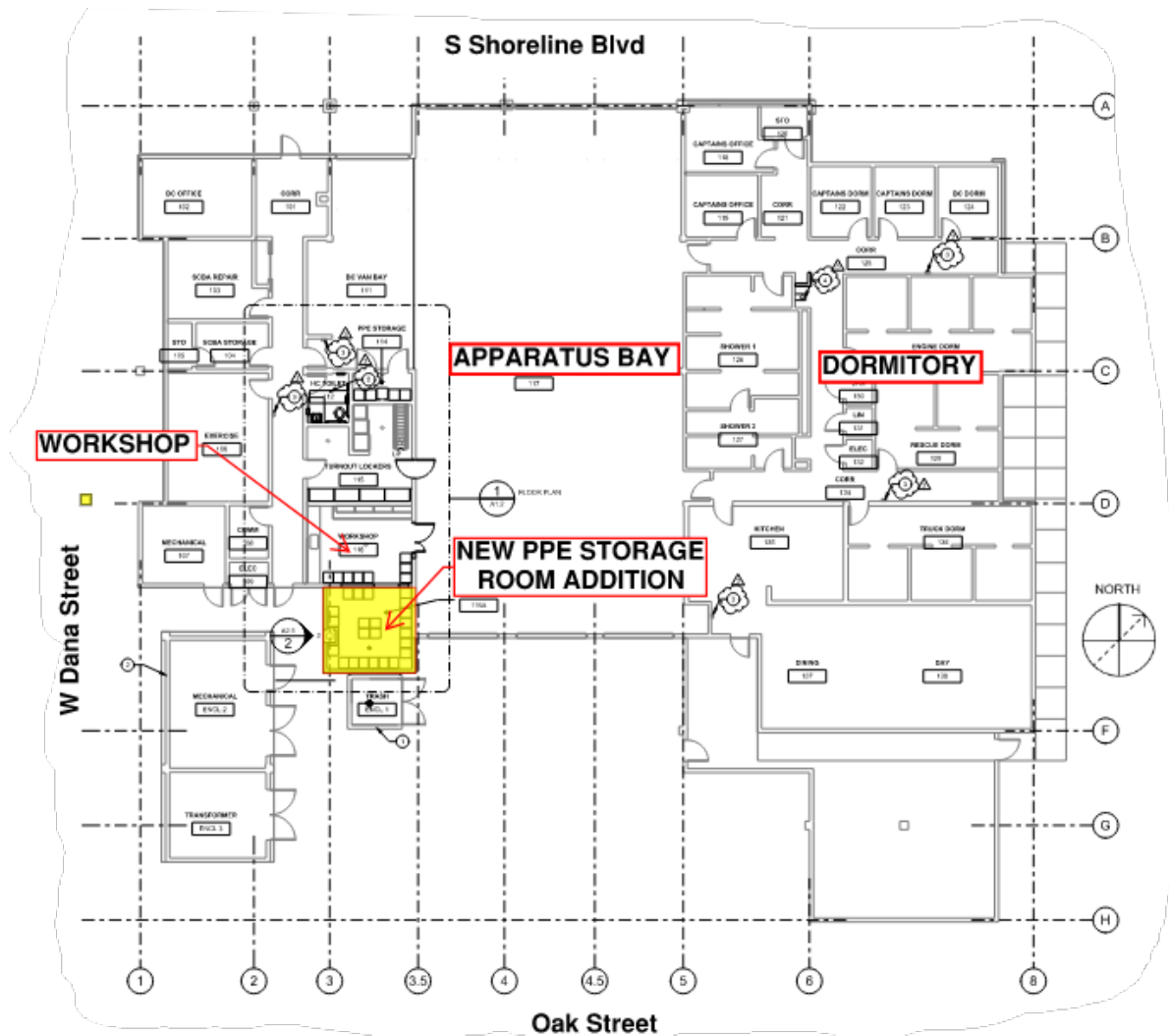


Figure 1: Fire Station 1

The storage room will be approximately 200 square feet and will provide 31 new PPE turnout gear storage spaces, as well as additional storage space for other essential items.

Fire Station 3

Fire Station 3, located at the corner of Rengstorff and Montecito Avenues, is one of the City's oldest fire stations, built in the early 1960s. This station houses nine Firefighters and provides training to probationary Firefighters and for Office of Emergency Services (OES) wildland deployment. The station site has very limited space for a new exterior PPE storage room addition. Therefore, the existing workshop (approximately 130 square feet) will be converted to serve as a PPE storage room. The workshop will be relocated to the apparatus room (see Figure 2).

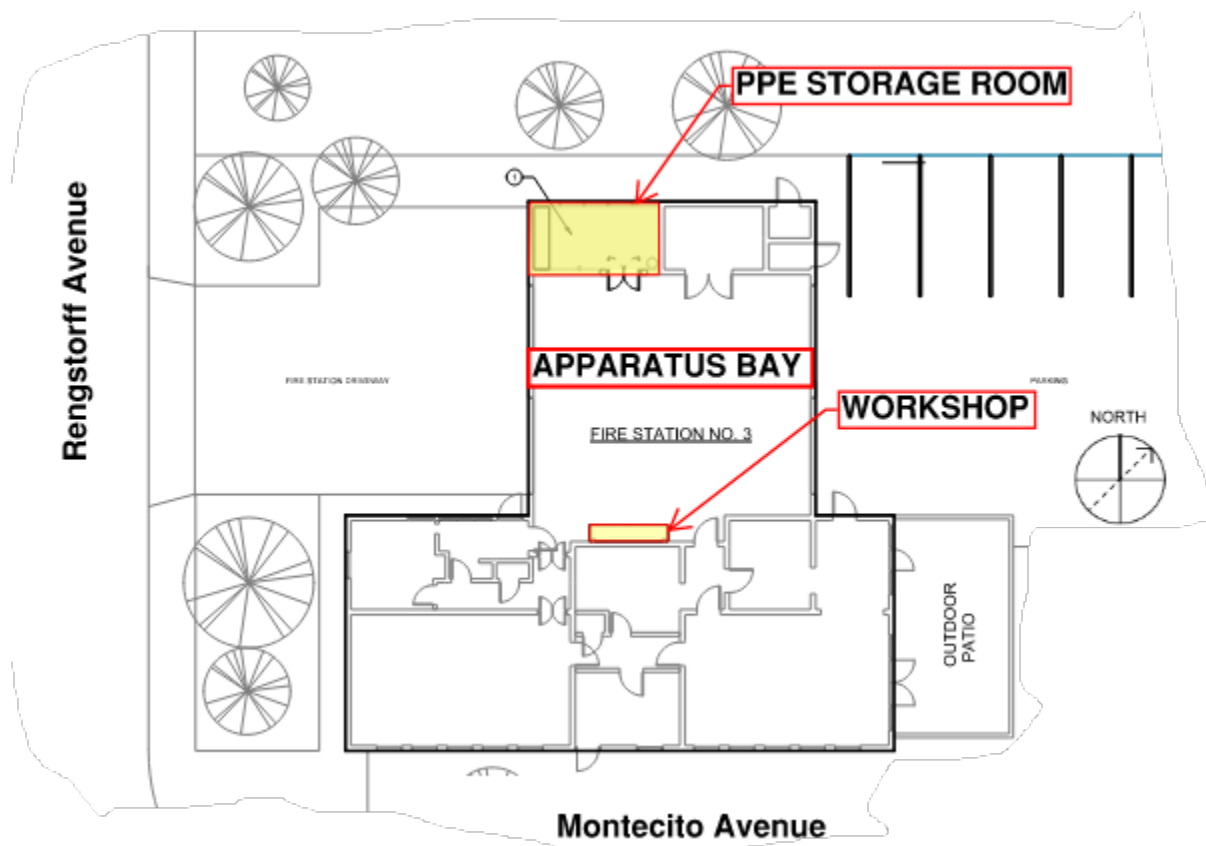


Figure 2: Fire Station 3

At the completion of this project, Fire Station 3 will have 12 PPE storage spaces. The workshop room will be moved to the apparatus bay, and a new storage cabinet also will be installed next to the workshop bench.

Fire Station 4

Fire Station 4 on Whisman Road, built in 1968, is located next to the Municipal Operations Center and is home to nine Firefighters and two Training Division staff. This station is the site for training to all shift Firefighters, including all probationary testing and fire academies. Like Fire Station 1, there will be a new exterior addition to the existing building providing a new PPE storage room (see Figure 3).

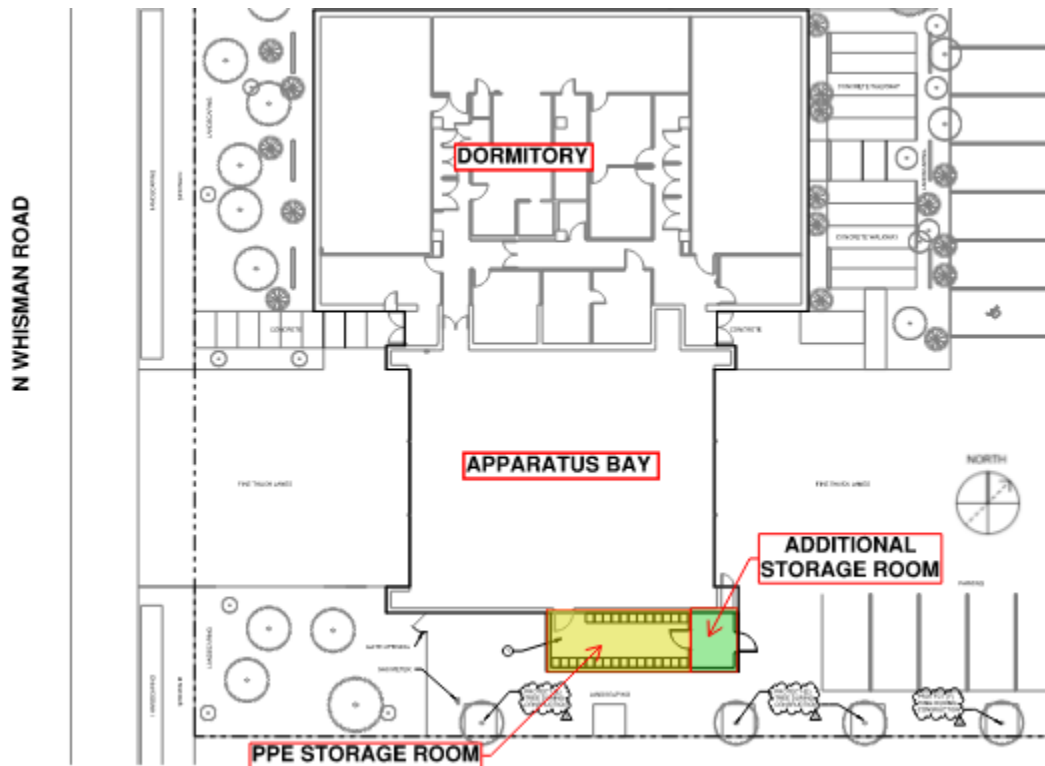


Figure 3: Fire Station 4

The newly added room will be approximately 400 square feet and will have two compartments, one for PPE storage and the other for future PPE storage needs and current essential items storage space.

The estimated construction cost for the project is \$1,375,000, which is approximately 10% higher than the initial budgeted estimate of \$1,250,000. This increased estimate is attributable to a refined review of the completed design documents as well as an assessment of the recent bidding climate for small municipal projects.

The plans and specifications for the project are complete. If Council approves the recommended actions and a responsive responsible bid within the project budget is received, construction is anticipated to begin in spring 2025 and be completed by end of 2025.

Environmental Clearance

In accordance with the requirements of the California Environmental Quality Act (CEQA), staff has reviewed the scope of Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3, and 4, Project 24-32, and determined that it meets the classification for categorically exempt as Class 1, Minor Alteration of an Existing Public Facility, pursuant to Article 19, Sections 15301(a) and 15301(e)(1), as it consists of minor alterations to existing buildings and additions to existing structures that do not result in an increase of more than 50% of the floor area of the structures. Staff recommends that Council make findings that, in accordance with the CEQA requirements, Project 24-32 is categorically exempt as Class 1, Minor Alteration of an Existing Public Facility, under CEQA Guidelines (Title 14, Division 6, Chapter 3 of the California Code of Regulations), Sections 15301(a) and 15301(e)(1).

Agreement Amendment

The City's existing \$305,000 agreement with Aetypic does not include construction support services. Each of the three fire stations has unique characteristics, and additional architectural, electrical, mechanical, and structural consultant services are needed to address various technical elements during construction. Staff recommends Council authorize an amendment with Aetypic to include construction support services for reviewing the contractor's submittals, providing responses to contractor-initiated inquiries, and attending construction field meetings as required by City staff.

The fee for these additional design services is \$75,000. This fee is consistent with such services, and staff considers the fee to be fair and reasonable for the scope of work required. Staff recommends adding \$75,000 in additional services to the Aetypic professional services agreement for a total not-to-exceed amount of \$380,000.

FISCAL IMPACT

The design of the PPE Storage Rooms Phase at Fire Stations 1, 3 and 4 is under the overall Planned and Emergency Facilities Projects, Project 19-18. The construction component is under the Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3, and 4, Project 24-32. Projects 19-18 and 24-32 are funded as shown in Table 1.

Table 1: Funding Sources, Project 19-18 and 24-32

Funding Source	Design and Various Projects, Project 19-18	Construction, Project 24-32
Shoreline Regional Park Community	\$1,205,000	--
Construction/Conveyance Tax	626,000	--
CIP Reserve	<u>579,000</u>	<u>\$1,250,000</u>
TOTAL	<u>\$2,410,000</u>	<u>\$1,250,000</u>

Project 19-18 supports multiple planned and emergency facility projects and has allocated \$325,000 for the design of PPE storage rooms at Fire Station Nos. 1, 3, and 4. All other funds in Project 19-18 have been spent or allocated to address needs at other City facilities.

The estimated project costs of the PPE storage rooms are as follows:

Table 2: Total Design and Construction Project Cost

	Design, Project 19-18*	Construction, Project 24-32
Construction with Contingency	-	\$1,000,000
Consultant Services	\$280,000	-
Project Management	95,000	141,000
Construction Inspection, and Testing	-	50,000
Permits and Miscellaneous	26,000	-
Project Contingency	-	100,000
Subtotal	<u>\$401,000</u>	<u>\$1,291,000</u>
City Administration	26,000	84,000
TOTAL PROJECT COST ESTIMATE	\$427,000	\$1,375,000
PROJECT BUDGET	\$325,000	\$1,250,000
PROJECT SHORTFALL	\$102,000	\$125,000

* Allocated amounts for this phase of the project. All other budgeted funds have been spent or committed on other facility projects.

The project shortfall is due to construction support services needed, refined construction cost estimate, and additional project management and administration costs. An increase in appropriations of \$227,000 is requested to fully fund the project. Staff recommends an increase in appropriations of \$102,000 from the CIP Reserve Fund to Project 19-18 and \$125,000 from the CIP Reserve Fund to Project 24-32. There is sufficient funding in the CIP Reserve Fund for the recommended actions.

If the recommended actions are approved, the projects will be funded as shown in Table 3.

Table 3: Increased Funding Sources, Project 19-18 and 24-32

Funding Source	Design, Project 19-18	Construction, Project 24-32
Shoreline Regional Park Community	\$1,205,000	--
Construction/Conveyance Tax	626,000	--
CIP Reserve	<u>681,000</u>	<u>\$1,375,000</u>
TOTAL	<u>\$2,512,000</u>	<u>\$1,375,000</u>

The professional services agreement fee, with the inclusion of recommended amendment of \$75,000, is \$362,200 for basic services and reimbursable expenses, and a contingency of \$17,800 for additional services, for a total not-to-exceed amount of \$380,000.

LEVINE ACT

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant in the proceeding within the last 12 months. A city official is similarly prohibited from accepting, soliciting, or directing a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant to any proceeding involving a license, permit, or other entitlement for use for 12 months after a final decision is rendered in said proceeding.

Please refer to the “X” in the checklist below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

SUBJECT TO THE LEVINE ACT

- Land development entitlements
- Other permit, license, or entitlement for use

Contract or franchise (*professional services contract with Aetypic, Inc.*)

EXEMPT FROM THE LEVINE ACT

Competitively bid contract (*construction contract not-to-exceed \$1,375,000*)

Labor or personal employment contract

General policy and legislative actions

For more information about the Levine Act, please see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html.

CONCLUSION

The project will create dedicated and organized PPE storage spaces for Firefighters' turnout gear at Fire Stations 1, 3, and 4, meeting the requirements for turnout gear safe storage. To accommodate the storage spaces, building additions will be constructed at Fire Stations 1 and 4, and an existing space will be converted at Fire Station 3. The enclosed storages will help extend the turnout gear's service life by reducing damage from folding and exposure to direct or indirect UV light. Additional funding is requested to fully fund the project and amend the consultant agreement for construction support services.

ALTERNATIVES

1. Do not authorize appropriation of \$227,000 from the CIP Reserve and direct staff to use other funding sources.
2. Do not make environmental findings and approve plans and specifications and direct staff to defer the project.
3. Do not authorize the amendment to the professional services agreement with Aetypic and direct staff to negotiate a different amendment amount.
4. Provide other direction.

PUBLIC NOTICING—Agenda posting.

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DA/LL/4/CAM
953-10-22-24CR-1
204486

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