

STAFF REPORT

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**SUBJECT: ADOPT RESOLUTION (1) APPROVING PLANS AND SPECIFICATIONS FOR THE STATION 41 PROJECT; (2) AUTHORIZING THE ASSISTANT FIRE CHIEF TO ADVERTISE FOR BIDS AND TO EXECUTE A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, IN AN AMOUNT NOT TO EXCEED \$8,625,000, WHICH INCLUDES A FIFTEEN PERCENT CONTINGENCY**

Board of Directors of Coastside Fire Protection District:

**Recommendation:**

It is recommended that the Fire Board adopt the attached resolution: (1) approving plans and specifications for the Station 41 Project; (2) authorizing the Assistant Fire Chief to advertise for bids and execute a contract with the lowest responsive and responsible bidder in an amount not to exceed \$8,625,000, which includes a fifteen percent contingency.

**Background and Discussion:**

For the last three years, the District has worked to identify and obtain a suitable location, design, and permits to construct a new Fire Station 41, to be located on Obispo Road in El Granada (Assessor's Parcel No. 047-261-030). Working with Jeff Katz Architecture, the District has created plans and specifications for the project. The District is now ready to advertise for bids and enter a contract with the contractor who submits the lowest responsive and responsible bid.

Based on the design, bid specifications, current economic climate, and requirements of the permitting agencies, the District's best estimate is that the construction should cost no more than \$7,500,000. The attached resolution will direct staff to put the project out for bid and authorize the Assistant Fire Chief to execute a contract for the project with the lowest responsive and responsible bidder in an amount not to exceed \$7,500,000. The resolution will also authorize the Assistant Fire Chief to expend an additional fifteen percent (15%), or \$1,125,000, as contingency during the project's construction. The attached resolution, therefore, authorizes the expenditure of a not-to-exceed amount of \$8,625,000.

**Conclusion**

It is recommended that the Fire Board adopt the attached resolution: (1) approving plans and specifications for the Station 41 Project; (2) authorizing the Assistant Fire Chief to advertise for bids and execute a contract with the lowest responsive and responsible bidder

in an amount not to exceed \$8,625,000, which includes a fifteen percent contingency.

**Fiscal Impact**

If the Board acts upon the staff recommendations contained in this report, the District will incur costs associated with the Station 41 Project in an amount not to exceed \$8,625,000.

**Attachments:**

1. Resolution (1) Approving Plans and Specifications for the Station 41 Project; (2) Authorizing the Assistant Fire Chief to Advertise for Bids and to Execute a Contract with the Lowest Responsive and Responsible Bidder, in an Amount not to Exceed \$8,625,000, which Includes a Fifteen Percent Contingency.

ATTACHMENT 1

RESOLUTION

**RESOLUTION NO. 2018-02**

**A RESOLUTION OF THE DISTRICT BOARD OF COASTSIDE FIRE PROTECTION DISTRICT (1) APPROVING PLANS AND SPECIFICATIONS FOR THE STATION 41 PROJECT; (2) AUTHORIZING THE ASSISTANT FIRE CHIEF TO ADVERTISE FOR BIDS AND TO EXECUTE A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, IN AN AMOUNT NOT TO EXCEED \$8,625,000, WHICH INCLUDES A FIFTEEN PERCENT CONTINGENCY.**

WHEREAS, the District identified the need to construct a new Station 41 and spent the last three years finding a suitable location for the new station, designing the new station, and obtaining the required approvals from permitting agencies; and

WHEREAS, the District's architect for the Station 41 Project, Jeff Katz, has prepared plans and specifications for the Fire Board's approval and the Fire Board has reviewed those plans and specifications; and

WHEREAS, District staff recommends that the Fire Board approve the plans and specifications, authorize advertising for bids, and authorize award of the contract to the lowest responsive and responsible bidder; and

WHEREAS, funding for the project is included in the District's adopted Capital Improvement Program budget.

NOW, THEREFORE, BE IT RESOLVED, by the Fire Board of the Coastside Fire Protection District that:

1. The plans and specifications for the Station 41 Project are approved.
2. The Assistant Fire Chief is authorized to advertise for bids and to execute a contract with the lowest responsible bidder, with a total contract amount not to exceed \$8,625,000, which includes a 15% contingency.

PASSED AND ADOPTED as a Resolution of the Coastside Fire Protection District at the regular meeting held on the 28<sup>th</sup> day of February 2018, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Gary Burke, Board President

ATTEST:

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Assistant Chief Paul Cole, District Secretary