

## Legislation Details (With Text)

**File #:** BILL NO. 23-247  
**Name:**  
**Type:** Ordinance  
**Status:** Passed  
**File created:** 11/27/2023  
**In control:** City Council - Regular Session  
**On agenda:** 12/11/2023  
**Final action:** 12/19/2023  
**Title:** An Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same. (PWC 12/11/23)  
**Sponsors:** Fire, Public Works Admin & Engineering

**Indexes:**

**Code sections:**

**Attachments:** 1. Ordinance, 2. Exhibit 1: Agreement, 3. Supporting Document: Design Selection Ranking

Date	Ver.	Action By	Action	Result
12/19/2023	1	City Council - Regular Session	for second reading	Pass
12/19/2023	1	City Council - Regular Session	adopted and numbered	Pass
12/11/2023	1	Public Works Committee	recommended for approval	Pass

An Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same. (PWC 12/11/23)

Issue/Request:

An Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same.

Key Issues:

- In April 2023, voters approved the issuance of no tax increase bonds to renovate or replace the outdated Fire Station No. 1.
- City staff publicly advertised RFQ No. 2024-014 seeking qualified firms to provide professional architectural design services for Fire Station No. 1.
- WSKF was evaluated to be the most qualified firm for this project.
- Phase 1 is a Feasibility Study to determine whether renovation or replacement is the best option for the City.

- Following successful scope and fee negotiations, City staff recommends to enter into an agreement with WSKF for Phase 1 Feasibility Study, for this project.

Proposed Committee Motion:

I move to recommend to City Council approval of an Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same.

Proposed City Council Motion:

FIRST MOTION: I move for a second reading of an Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same.

SECOND MOTION: I move for adoption of an Ordinance approving the award of RFQ No. 2024-014 for Design Services for Fire Station No. 1, Phase 1 Feasibility Study, to WSKF for an amount not to exceed \$113,830.00 and authorizing the City Manager to execute an agreement for the same.

Background:

In March 2023, voters approved the issuance of no tax increase bonds for a number of public safety/emergency preparedness initiatives. This bond issue authorized funding for the renovation or replacement of Fire Station No. 1.

As part of the Fire Department's on-going, long-range planning efforts, facilities are regularly evaluated for functionality, operating cost-efficiencies, and conformance with current standards and practices. Fire Station No. 1 has surpassed its useful life span and suffers systemic failures of critical building systems.

City staff intends to use the Construction Manager at Risk (CMR) project delivery method for this project. As part of the CMR process, the City will contract with a design firm and a construction management firm. The first step is to enter into this agreement with WSKF for professional design services, beginning with the Phase 1 Feasibility Study to determine whether remodeling or replacement is the City's best option.

A seven (7) member selection committee consisting of City staff from Fire, Public Works, Administration, Police, and Central Building Services reviewed all the submittals and selected the top 3 firms to interview. A copy of the committee ranking sheet of the firms is attached. After the interview portion, WSKF was selected by the committee as the best qualified firm. After successfully negotiations between the City and WSKF for scope and fee for services, City staff recommends for the award of RFQ No. 2024-014 to WSKF.

Impact/Analysis:

Public Works Engineering issued RFQ No. 2024-014 on August 18, 2023 that addressed the Design Services for Fire Station No. 1. The RFQ was advertised on the City's website and was posted to Public Purchase. 51 firms were notified via Public Purchase and eight (8) firms submitted responsive statements of qualifications.

Sharon Bloom, Project Manager

Staff recommends approval.