



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: May 6, 2025

DATE: March 17, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Jay Cwiak, Division Chief
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SUBJECT: Recommendation to approve a revised and final Phase 3 Memorandum of Understanding between Truckee Meadows Fire Protection District, Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for Truckee Meadows Fire Protection District Fire Station #35. The final MOU Phase 3 includes an allocation of \$1,468,713 of estimated cost for the additional apparatus bay and two additional sleeping quarters is, not including amounts for furniture, fixtures, and equipment. The total costs will be paid in Fiscal Year 2024-2025 and Fiscal Year 2025-2026.
(Commission District 4) FOR POSSIBLE ACTION

SUMMARY

This agenda item is a recommendation to approve a revised and final Phase 3 Memorandum of Understanding (MOU) between Truckee Meadows Fire Protection District (TMFPD), Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for TMFPD Station #35.

PREVIOUS ACTION

May 16, 2023, the Board of Fire Commissioners approved a Phase 1 MOU to define the processes by which TMFPD Fire Station #35 will be built and the respective duties and responsibilities of each party between TMFPD, Washoe County, and Apple.

November 7, 2023, The Board of Fire Commissioners approved a Phase 2 MOU between TMFPD, Washoe County, and Apple, which defines the next steps in the development and processes for design and pre-construction services for the TMFPD Fire Station #35 and the respective duties and responsibilities of each party.

May 7, 2024, the Board of Fire Commissioners approved a First Amendment to the Phase 2 MOU between Apple, and TMFPD, including a \$100,000 increase of the total aggregate amount of \$180,000 in cost for electric service and approve the payment to NV Energy in that amount for the site of the TMFPD Fire Station #35, and approve a \$114,700 expenditure to H+K Architects for additional site design, and approve a change order to the current contract in that amount.

January 7, 2025, The Board of Fire Commissioners approved a Phase 3 MOU between TMFPD, Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for TMFPD Fire Station #35, and authorized staff to negotiate final details of the cost apportionment, subject to a final review and approval of the Chair.

BACKGROUND

TMFPD and Apple have agreed that TMFPD will manage the design and construction process for TMFPD Fire Station #35. Apple will pre-fund the construction management consultants and construction via a series of MOU's. This revised Phase 3 MOU better defines the method of project funding, construction management, required special inspections, commissioning, and cost apportionment. The attached agreement is the final version of the MOU, agreed upon by all.

At the January 7, 2025 Board of County Commissioners meeting, a tentative agreement was presented. After further review of the agreement, staff negotiated and clarified changes as authorized. The changes specifically address payment structure, cost apportionment, and each party's responsibilities were made. The amount of the District's share did increase to include the cost of daily site clean-up and licensing for the Building Information Modeling program. The remaining changes included the format of the MOU, which after being reviewed by the District's assigned legal representative, indicated no change in intent of the original document presented at the January 7th meeting

FISCAL IMPACT

The original MOU Phase 3 approved in January 2025 included an allocation to the District of \$1,268,642. The final MOU Phase 3 includes an allocation of \$1,468,713 of estimated cost for the additional apparatus bay and two additional sleeping quarters is, not including amounts for furniture, fixtures, and equipment. The total costs will be paid in Fiscal Year 2024-2025 (FY24/25) and Fiscal Year 2025-2026 (FY25/26). The District has included the estimated costs for the District's portion in the FY24/25 Capital Projects Fund Budget and will include the remaining portion in the FY25/26 Capital Projects Fund Budget.

RECOMMENDATION

Staff recommend approval of a revised and final Phase 3 Memorandum of Understanding between TMFPD, Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for TMFPD Fire Station #35.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion could be:

"I move to approve a revised and final Phase 3 Memorandum of Understanding between TMFPD, Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for TMFPD Fire Station #35."