



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: April 6, 2021

DATE: March 23, 2021
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: 775-328-6123 Email: cmoore@tmfpd.us
SUBJECT: Recommendation to authorize a Request for Qualifications (RFQ) process for professional design services and appointment of a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way – and direct the selection committee to return to the Board of Fire Commissioners with recommendations. (Commission District 5) FOR POSSIBLE ACTION

SUMMARY

This item is a recommendation to authorize a Request for Qualifications (RFQ) process and appointment of a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way – and direct the selection committee to return to the Board of Fire Commissioners with recommendations.

PREVIOUS ACTION

On February 2, 2021, the Board gave the Fire Chief direction to modify recommendations for the selection of professional design services and return to the Board with new recommendations.

BACKGROUND

Staff is recommending three capital projects that are contemplated to start sequentially. This recommendation is intended to solicit respondents for professional design services and evaluate their qualifications.

Hidden Valley Fire Station 37:

This project is a re-location of the crew quarters from the existing modular building to the residential structure at 5335 Pelham, removal and relocation of the modular building and demolition and rebuilding the apparatus bay. The new structure is proposed to include an emergency power generator, a fuel

station, offices, and various support spaces. The entitlement process has been completed and represented in the attached SUP submittal. Schematic design is generally complete, and the project is ready to move forward into cost estimation and more detailed design drawings.

This project anticipates two phases of construction. The District purchased the residence at 5335 Pelham for crew quarters. There are some interior improvements needed before the crew can abandon use of the modular structure and relocate to the Pelham house. The second phase of construction anticipates demolition and rebuild of the truck bay and construction of a new building that includes offices, support spaces, staff and public parking.

TMFR Headquarters – 3663 Barron Way:

The Board approved steps for bond financing of the purchase of this building for use as TMFR's logistics, fleet maintenance and administration. If the Board approves the purchase, there are upgrades that staff intends to recommend. These are:

- Develop access control. The plan for access control anticipates control gates and fencing.
- Interior improvements, which include a few more offices and another overhead door for the fleet maintenance to make it easier to move fire trucks in and out, and other fleet maintenance improvements.
- Develop training grounds and facilities. The components would be built on the 1 acre of ground on the east side. The training components will allow the District to conduct new member academy and firefighter training at a location central to the District, except for live fire exercises.

Consolidated Fire Station in Washoe Valley:

On March 31, 2020, the Board approved the purchase of 6 lots to construct a new fire station in Washoe Valley. The fire station anticipates housing a water tender, brush engine, structural engine. The staff report on that item stated the site would include a helipad, facilities for a fixed based ambulance, and a Sheriff's substation.

In order for the project to begin, the District needs a design professional to perform some design work to prepare drawings for an SUP application. The District has retained Wood Rogers, Inc. for the planning process because they were the planning firm with experience with the site, having completed the planning effort for the 6-lot subdivision that was purchased by the District.

Selection Process:

NRS 625.530 provides requirements for the selection of professional design services. In paragraph three of the statutory reference, the statutes say:

3. The selection of a professional engineer, professional land surveyor or registered architect to perform services pursuant to subsection 1 must be made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees. If, after selection of the engineer, land surveyor or architect, an agreement upon a fair

and reasonable fee cannot be reached with him or her, the public agency may terminate negotiations and select another engineer, land surveyor or architect.

Upon approval, staff will prepare the RFQ and solicit for respondents. It is intended that an evaluation committee will evaluate and score respondents and provide a recommendation of the recommended firm. Upon selection of the firm, the District would then request a fee proposal. Upon approval of the fee proposal by the Board, work would commence.

The Board could direct that one firm be used for all three projects, or direct staff to select one firm specific to each project, but those decisions can be made at a later date in this process.

FISCAL IMPACT

There is no fiscal impact to this recommendation.

RECOMMENDATION

The recommendation is to authorize a Request for Qualifications (RFQ) process for professional design services and appoint a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way – and direct the selection committee to return to the Board of Fire Commissioners with recommendations

POSSIBLE MOTION

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

I move to approve a Request for Qualifications (RFQ) process for professional design services and appoint a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way – and direct the selection committee to return to the Board of Fire Commissioners with recommendations