



## **TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT**

**Board Meeting Date: May 4, 2021**

**DATE:** April 22, 2021

**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners

**FROM:** Dwayne Smith, P.E., Division Director, Engineering and Capital Projects  
Washoe County Community Services Department  
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**THRU:** Charles A. Moore, Fire Chief  
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**SUBJECT:** Recommendation to authorize Washoe County Community Services Department, Engineering and Capital Project Division, to initiate a Request for Qualifications (RFQ) process for architectural design and construction support services for the Hidden Valley Fire Station Tennent Improvement and New Truck Bay Project (Project) located at 3255 West Hidden Valley Drive and upon successful scope review and negotiation with the selected professional firm, provide the Board of Fire Commissioners with a professional services agreement for consideration and possible authorization in support of the Project. (Commission District 4) FOR POSSIBLE ACTION

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### **SUMMARY**

This item is a request of the Board of Fire Commissioners (Board) to direct staff to initiate a RFQ process for architectural design and construction support services for the Project located at 3255 West Hidden Valley Drive. Staff anticipates returning to the Board with a professional services agreement during the July meeting.

### **PREVIOUS ACTION**

March 2, 2021, the Board directed the Fire Chief to work with the Washoe County Community Services Department, Engineering and Capital Projects Division, to develop a process including budget and schedules, for the delivery of the Fire Districts upcoming capital projects.

February 2, 2021, the Board gave the Fire Chief direction to modify recommendations for the selection of Owner's Representative / Construction Management services and return to the Board with new recommendations.

### **BACKGROUND**

The 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.

### **FISCAL IMPACT**

There is no fiscal impact to this possible direction.

### **RECOMMENDATION**

The recommendation is to authorize Washoe County Community Services Department, Engineering and Capital Project Division, to initiate a Request for Qualifications (RFQ) process for architectural design and construction support services for the Hidden Valley Fire Station Tennent Improvement and New Truck Bay Project (Project) located at 3255 West Hidden Valley Drive and upon successful scope review and negotiation with the selected professional firm, provide the Board of Fire Commissioners with a professional services agreement for consideration and possible authorization in support of the Project.

### **POSSIBLE MOTION**

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

*"I move to approve the request to authorize Washoe County Community Services Department, Engineering and Capital Project Division, to initiate a Request for Qualifications (RFQ) process for architectural design and construction support services for the Hidden Valley Fire Station Tennent Improvement and New Truck Bay Project (Project) located at 3255 West Hidden Valley Drive and upon successful scope review and negotiation with the selected professional firm, provide the Board of Fire Commissioners with a professional services agreement for consideration and possible authorization in support of the Project."*