TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
STAFF REPORT
Board Meeting Date: June 3, 2025

DATE: April 8, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Jay Cwiak, Division Chief
Phone: (775) 326-6060 Email: jcwiak@tmfpd.us

THROUGH: Dale Way, Interim Fire Chief
Phone: (775) 326-6000 Email: dway@tmfpd.us

SUBJECT: Recommend authorizing the Fire Chief to issue a contract award in the amount of $124,955 to K7 Construction, located at 5895 Home Gardens Dr, Ste D, Reno, NV 89502, to provide for the building modifications, supplies, and installation of a Personal Protective Equipment Washroom at Truckee Meadows Fire Protection District headquarters located at 3663 Barron Way, Reno, NV, as outlined in the Intent to Bid #323-24. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Recommend authorizing the Fire Chief to issue a contract award in the amount of $124,955 to K7 Construction, located at 5895 Home Gardens Dr, Ste D, Reno, NV 89502, to provide for the building modifications, supplies, and installation of a Personal Protective Equipment Washroom at Truckee Meadows Fire Protection District headquarters located at 3663 Barron Way, Reno, NV, as outlined in the Intent to Bid #323-24.

PREVIOUS ACTION

None

BACKGROUND

The District has identified a need to have its own PPE washroom within its logistics facility. In 2021, the District received a grant award to purchase several commercial extractors and drying cabinets specifically designed to clean structural firefighting clothing. The machines were to be installed at the District's headquarters building; however, funds were repeatedly re-appropriated to meet other higher priority needs.

Per NFPA Standard 1851, Selection, Care, and Maintenance of PPE for Structural Firefighting PPE garments are supposed to be cared for and inspected by trained personnel. Currently, the District is laundering PPE at one station with one (1) extractor and one (1) drying cabinet by a rotating crew of personnel, making the process delayed and inconsistent. The washroom at the District's Headquarters will be primarily operated and managed by the logistics staff, who

recently received training and certification from the same specialists who authored the NFPA 1851 standard. The washroom will consist of three (3) extractors and three (3) drying cabinets, a soak tank, a wash basin, and a dedicated hot water heater. This design will help to maintain process consistency, reduce delays in returning necessary PPE to the employee, and reduce the exposure of firefighters to contaminants that may be cancer-causing.

The District retained Paul Cavin Architects to design and complete a Request for Bid (RFP) to identify the most qualified and cost-effective contractor to complete the project. The District received a total of two (2) quotes in the RFP process. After a review and evaluation process completed between Paul Cavin Architects and the District, the District has identified K7 Construction as the most qualified and cost-effective contractor. The District is asking the Board to approve the Intent to Award to K7 Construction.

FISCAL IMPACT

The total estimated cost of $124,955 was included in the fiscal year 2024-2025 budget.

RECOMMENDATION

Staff recommends the Board authorize the Fire Chief to issue a contract award in the amount of $124,955 to K7 Construction, located at 5895 Home Gardens Dr, Ste D, Reno, NV 89502, to provide for the building modifications, supplies, and installation of a Personal Protective Equipment Washroom at Truckee Meadows Fire Protection District headquarters located at 3663 Barron Way, Reno, NV, as outlined in the Intent to Bid #323-24.

POSSIBLE MOTION

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

"I move to approve and authorize the Fire Chief to issue a contract award in the amount of $124,955 to K7 Construction, located at 5895 Home Gardens Dr, Ste D, Reno, NV 89502, to provide for the building modifications, supplies, and installation of a Personal Protective Equipment Washroom at Truckee Meadows Fire Protection District headquarters located at 3663 Barron Way, Reno, NV, as outlined in the Intent to Bid #323-24."