

To: Mayor and City Council

From: Melissa R. Marsh, City Manager
Greg Lelito, Fire Chief
Sean Ballantine, Deputy DPS Director

Date: April 1, 2023

Subject: Fire Station #1 Kitchen Renovation

Included in the FY 2023 budget is the Fire Station #1 Kitchen renovation. The kitchen was originally designed with residential-grade cabinets and countertops, which are in extremely poor condition after 18 years of constant use (*see attached pictures*). During this period, the firefighters have also experienced the effects of several design flaws, including the oven and refrigerator opening into a narrow walkway, and the grouted tile requiring constant ongoing maintenance. This project has become even more critical due to a failure in the dining room floor, which appears to be sinking due to inadequate subflooring preparation/possible subsoil issues.

We anticipated including this as an addendum to the Fire Station #2 renovation project in order to take advantage of contractors' bid prices and coordinate work for operational purposes. The current renovations present the City with a unique opportunity where a variety of trades and project management are already on-site, and under competitive bid. The scope of the kitchen renovation project at Fire Station #1 was initially reviewed by Frank Rewold & Sons, and has since been expanded to include the sinking floor/subsoil issue. The budget for this project is now estimated to be \$102,839, exceeding the original FY 2023 budget appropriation by \$42,839.

This budget includes a 15% contingency for any unknown project requirements, which is a prudent precaution given the current volatile state of materials pricing, and work being performed on an existing building. Separate from the 15% contingency is a "Subsoil Repair Allowance" to be used to resolve the failing subgrade underneath the floor that is sinking. This includes a floor cut and excavation area of 8'x8' so that the floor can be corrected in its entirety. We intend for this work to begin immediately following the completion of Fire Station #2; this timing ensures that our firefighters will not be required to go without a kitchen, but also recognizes the immediate need for these repairs. Although an alternate bid for a like-for-like tile is included, it was not only more expensive, but due to the ongoing maintenance required, Staff has chosen the upgraded vinyl floor tile which is already included in the price.

Considering that staff does not have the expertise to manage a project of this size, which involves the oversight of multiple trades and the required subsoil repair, we are recommending that City Council approve this project at the unit pricing provided, which was competitively bid for the original Fire Station #2 renovation. As we firmly believe that it is in the best interest of the City to use these existing contractors and project managers, we therefore recommend that City Council consider two separate motions: to approve a budget amendment of \$42,839 to account 101-336-987-0000, requiring a supermajority (5 votes) of Council, and to award the contract for the Fire Station 1 Kitchen Renovation to Frank Rewold and Sons, for a total project cost of \$102,839.