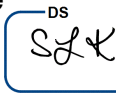




MEMORANDUM

April 3, 2023

TO: Honorable Board of Directors
Jeffrey V. Smith, County Executive

FROM: Suwanna L. Kerdkaew, Fire Chief 

SUBJECT: Quito Fire Station Rebuild Project Advertisement Update

During the November 20, 2020 Board of Directors meeting, the Board approved the Quito and Redwood Fire Station rebuild projects, adopted the plans and specifications, and authorized the advertisement of contract documents. The Redwood Station rebuild project was prioritized and moved forward, with the intent for the Quito Station rebuild project to follow once Redwood Station was underway. The Quito Station rebuild project was not advertised as planned, and for the reasons provided below, the Fire District is not proceeding with the Quito Station rebuild project as presented and will return to the Board with a recommended renovation project in Fiscal Year 2024.

The purpose of the staggered station rebuilds was to allow the Fire District to gain knowledge and experience from the first project and apply lessons learned to the second project. As such, the Fire District re-evaluated the Quito Station rebuild project, inclusive of site location construction challenges, and recommends the station not be rebuilt, but instead undergo a major renovation update to meet the station's needs.

The location and footprint of the Quito Station presents construction challenges for a rebuild as there is limited construction laydown space. A renovation of the interior, inclusive of a new kitchen, bathrooms, dormitory redesignations, and the establishment of a new workout space for the station crew will be included in the design and renovation project.

The Fire District has implemented several projects to improve the station in the interim; including raising the PG&E power pole to provide overhead clearance for the renovation project and replacement of the carpet flooring to vinyl tile to reduce contamination from the apparatus bay floor. Current activity and future updates are all communicated and coordinated with employees, Local 1165, and the City of Monte Sereno.

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MEMORANDUM

April 3, 2023

To further support the Fire District's planned capital projects, three Fire District personnel will be attending a Station Design Conference in May 2023 specifically focused on fire station rebuilds. This conference will provide the most recent advancements and efficiencies in fire station rebuilds and aid the Fire District in the Quito Station renovation as well as future station rebuilds.

VN:cl

cc: Chief Board Aides
Greta Hansen, Chief Operating Officer
James R. Williams, County Counsel
Tiffany Lennear, Clerk of the Board
Kasey Halcón, Deputy County Executive
Brian A. Glass, Assistant Fire Chief