

**CITY OF YUBA CITY  
STAFF REPORT**

**Date:** October 7, 2008  
**To:** Honorable Mayor and Members of the City Council  
**From:** Public Works  
**Presentation By:** George Musallam- Public Works Director

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**Summary**

**Subject:** Design Contract for Fire Station No. 7 Renovation

**Recommendation:**

- a. Award contract to Beverly Prior Architects to complete the development of as-built Drawings and Construction Documents (CD's), including an updated Cost Estimate, for the renovation of Fire Station No. 7. in the amount of \$57,260, and possible "not-to-exceed" optional services. Authorize the City Manager to execute the contract on behalf of the City, following approval by the City Attorney.
- b. Authorize staff to exercise the option of engaging Beverly Prior Architects to provide Bidding and Construction Administration (CA) services, once the design is complete and the project is ready to bid.

**Fiscal Impact:** \$57,260 - Fire Station Improvements CIP Account: 901001-65501  
*Option 1:* Not-to-exceed \$4,000 for Bidding Phase  
*Option 2:* Not-to-exceed \$10,000 for Construction Administration

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**Background:** Fire Station No. 7 is located on an approximately 1.0 acre parcel of land at 2855 Butte House Road in northwest Yuba City. It is a two-story metal building of approximately 5,700 square feet which was constructed in 1993. The City of Yuba City took over the operation and responsibility for the subject property in September 2001, when the Yuba City Fire Department absorbed the former independent Walton Fire Protection District.

The station is in need of having the second floor completed, significant interior renovation, and an upgrade to alleviate water intrusion to improve its livability and operational readiness for emergency response and for use by the public. Additionally, with the City Council's acceptance of a 2007 SAFER Grant that assists in funding the addition of three new firefighters, Station No.7's staffing will increase from its current two firefighters to three in October/November 2008.

In February 2007 a Request for Proposal was issued to architectural firms specializing in Fire Stations, and other essential facilities, to provide building assessment, conceptual design and budget estimates for Fire Stations No. 2 and No. 7. Proposals were received from four firms that were well qualified to perform the requested services CH&D, Dommer, Glass and Beverly Prior Architects (BPA). The proposals were evaluated and the best qualified and low bidder, BPA, was selected.

In November 2007, BPA completed a structural inspection and assessment of the building to determine whether it meets current "essential facility" code standards and developed a conceptual design plan reconfiguring the space to accommodate an increase in staff and improve the functionality of the interior space. The report also included preliminary cost estimates to complete the improvements in two phases: 1) Improvements/repairs to the building exterior to provide a water-tight structure and prevent further damage to the building (est. \$230,000); and 2) reconfiguration of the interior space; including electrical and septic system upgrades (est. \$375,000).

**Analysis:**

The item before you recommends that the City Council award a contract to Beverly Prior Architects to complete the development of "as-built" drawings and construction documents (CD's), including an updated Cost Estimate, for the renovation of Fire Station No. 7. so that this project can be put out to bid. Additionally, the City Council is being asked to authorize staff to exercise the option of engaging Beverly Prior Architects to provide Bidding and Construction Administration (CA) services, once the design is complete and the project is ready to bid.

**Fiscal Impact:**           \$57,260 - Fire Station Improvements CIP Account 901001-65501

Funding for this project will come from funds set aside in the Fire Station Improvements Capital Improvement Program account, as approved by the City Council with the adoption of the current budget.


**Alternatives:**

Do not award the contract.

**Recommendation:**

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- b. Authorize staff to exercise the option of engaging Beverly Prior Architects to provide Bidding and Construction Administration (CA) services, once the design is complete and the project is ready to bid.

**Prepared By:**



Claire Shawver  
Construction Project Manager

**Submitted By:**



Steven R. Jepsen  
City Manager

Reviewed By:

Department Head

Finance

City Attorney

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AB  
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