

SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Board of Directors Agenda Wednesday, March 8, 2023, 6:00 P.M. Scotts Valley City Hall One Civic Center Drive, Scotts Valley CA 95066

Agendas and Board Packets are available on the Scotts Valley Fire Protection District (SVFPD) website at www.scottsvalleyfire.com.

Any person who requires a disability related modification or accommodation in order to participate in a public meeting should make such a request to Ron Whittle, Board Secretary, for immediate consideration.

1. Call to Order

- 1.1 Pledge of Allegiance and Moment of Silence
- 1.2 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

3. Agenda Amendments (GC §54954.2) – Discussion/Action

4. Consent Calendar

(Consent calendar items will be enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests removal of the item for separate action.)

- 4.1 Minutes: Approve Regular Board Meeting Minutes of February 8, 2023
- 4.2 Approve SVFPD Claims Disbursements for the Month of February 1, 2023 through February 28, 2023 in the Amount of:

Payroll and Benefits: \$466,629.47
General Fund: \$58,460.78
Capital Outlay: \$698.20
SCHMIT: \$261.60
TOTAL: \$526,050.05

4.3 Adopt Resolution 2023-2 Establishing Appropriation Limit in the Amount of \$25,006,866 for Fiscal Year 2022/2023

5. Discussion Items

5.1 Branciforte Annexation Update

Scotts Valley Fire Protection District Board of Directors Meeting for March 8, 2023 Agenda

- 6. Action Items Discussion/Action
 - 6.1 Vote for Regular District Member Seat on LAFCO
 - 6.2 Review and Award Bid for Architectural Services
 - 6.3 Approve the Following Policies:
 - Policy 1104 Family Medical Leave
 - Policy 1113 Pregnancy Disability Leave
 - Policy 1601 Travel Request and Expense Reimbursement
- 7. Board of Directors and Administrative Reports Information/Discussion (No action will be taken on any questions raised by the Board at this time.)
 - 7.1 Board of Directors Report *Directors*
 - 7.2 Administrative Report *Chief Officers*
- 8. Correspondence
- 9. Request for Future Agenda Items
- 10. Closed Session: Government Code §54957.7
 - 10.1 Fire Chief Recruitment: Government Code §54957
- 11. Open Session Discussion/Action
 - 11.1 Report on Closed Session: Government Code §54957.1
- 12. Adjournment

Next Regularly Scheduled Board Meeting: Wednesday, April 12, 2023 at 6:00 p.m.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

(831) 438-0211

Fax (831) 438-0383

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF February 8, 2023

1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, February 8, 2023 at the City of Scotts Valley Council Chambers. President Pisciotta called the meeting to order at 6:00 p.m.

1.1 Pledge of Allegiance and Moment of Silence

President Pisciotta called for the Pledge of Allegiance and a Moment of Silence to follow.

- 1.2 Roll Call
 - A. Directors Present:

Directors Cosner, Hurst, Parker, Patterson (via teleconference) and Pisciotta

- B. Directors Absent:
- None
- C. Fire District Staff:

Chief Whittle, Battalion Chiefs McNeil and Stubendorff, and

Administrative Services Manager Walton

- 2. Public Comment (GC §54954.3)
 None
- 3. Agenda Amendments (GC §54954.2) Discussion/Action None
- 4. Consent Calendar
 - 4.1 Minutes: Approve Special Board Meeting Minutes of January 5, 2023
 - 4.2 Minutes: Approve Regular Board Meeting Minutes of January 8, 2023
 - 4.3 Approve SVFPD Claims Disbursements for the Month of January 1, 2023 through January 31, 2023 in the Amount of:

 Payroll and Benefits:
 \$572,589.94

 General Fund:
 \$259,376.96

 Capital Outlay:
 \$21,902.15

 SCHMIT:
 \$5,369.42

 TOTAL:
 \$859,238.47

On motion of Director Cosner seconded by Director Parker to Approve the Consent Calendar was approved by the following vote:

AYES:

Cosner, Hurst, Parker, Patterson and Pisciotta

NOES:

None None

ABSENT: ABSTAIN:

None

- 5. Discussion Items
 - 5.1 Branciforte Annexation Update

SCOTTS VALLEY FIRE PROTECTION DISTRICT Regular Board Meeting February 8, 2023

Chief Whittle stated that the next Ad Hoc Committee Meeting will be February 15, 2023 at 6:00 p.m. at the Branciforte Fire Protection District (BFPD). The BFPD has 3 new Board Members including one elected and two appointed to replace the two Board members who resigned. Based on conversations with LAFCO, a Resolution will go to the Board of Supervisors next week to approve the tax shift from the BFPD to the SVFPD for next fiscal year, which is the next step in the process. SVFPD Staff has been working on a plan to incorporate BFPD personnel, which will include one top step Engineer and two Firefighters. The only issue is the immigration status of one Firefighter, which does not meet the current SVFPD Policy. Legal Counsel has advised with options, which will be discussed at the Ad Hoc Committee Meeting and presented to the Board at a later date.

6. Action Items - Discussion/Action

- 6.1 Approve the Following Policies:
 - Policy 1705 Fire Captain Job Description
 - Policy 1706 Engineer Job Description

Chief Whittle explained that due to DMV requirements for the Class B Driver's License training, documentation and certification, we have decided to change to the Class C Driver's License with Firefighter Endorsement. The Policies were changed to require the Class C Driver's License with a Firefighter Endorsement or the Class B Driver's License.

On motion of Director Hurst seconded by Director Pisciotta to Approve Policy 1705 and 1706 Job Descriptions was approved by the following vote:

AYES:

Cosner, Hurst, Parker, Patterson and Pisciotta

NOES:

None

ABSENT: ABSTAIN: None None

7. Board of Directors and Administrative Reports – Information/Discussion

(No action will be taken on any questions raised by the Board at this time.)

7.1 <u>Board of Directors Report – Directors</u>

Station Ad Hoc Committee - Chief Whittle, Director Patterson and President Pisciotta

President Pisciotta stated that the Station Ad Hoc Committee met with retired Santa Cruz County Bank Manager Mr. Chuck Maffia to discussed finance options to build the La Madrona Station and Mr. Maffia has agreed to be the volunteer bond treasurer.

Chief Whittle stated that he spoke with elections and this is not an election year so a special election will be required. There are 14,175 registered voters in the SVFPD and the cost is \$4 to \$6 per voter, which is a total cost of \$54,000 to \$85,000. The Scotts Valley City and School District may have a special election as well so if we can consolidate the election, the cost will be closer to the \$4 per registered voter.

Finance and Planning Committee - Chief Whittle, Director Hurst and President Pisciotta

President Pisciotta stated that the Finance and Planning Committee met and reviewed the SVFPD current financial status. Director Hurst reported that she was impressed with the financial stewardship of the SVFPD.

President Pisciotta reported that he met today with Chief Whittle, Battalion Chiefs McNeil and Stubendorff for a La Madrona site walkthrough with the Architect Firms. Chief McNeil stated that proposals were emailed to seven Architect Firms, four attended the site walkthrough and proposals are due March 1, 2023.

7.2 <u>Administrative Report – Chief Officers</u>

The Administrative Report was included in the board packet and Chief Whittle reported on the following:

- Apparatus: E2512 is at Golden State Fire Apparatus for new radiator and other cooling system repairs.
- SVFPD paramedics participated in ACLS and PALS recertification through Heart Share and Above Bar CPR.
- I attended the 1/18/23 City Council meeting with DFM Collins. The City Council passed the resolution to accept the local amendments for the 2022 Fire Code, which will take effect 2/10/23.

SCOTTS VALLEY FIRE PROTECTION DISTRICT Regular Board Meeting February 8, 2023

- Out of approximately 271 biennial occupancies for 2023, DFM Collins completed 106 initial commercial
 occupancy inspections in January. The projected goal is to complete all initial inspections by May in order to
 concentrate on re-inspections and state mandated inspections for the remainder of the year.
- The month of January brought a series of atmospheric river weather events to our area. The storm damage was widespread throughout the County, and each jurisdiction had its own unique set of problems. For the SVFPD, the largest impact was multiple road closures due to mud slides, trees and power lines down, and some areas where the roadbed was undermined and determined unsafe to pass. Our crews did an amazing job of responding to these incidents and taking action to reopen roads, close roads when appropriate and make the necessary notifications. The Battalion Chiefs did a great job of following up with utility and communication companies, as well as County Public Works to ensure our residents were not isolated. We had over a dozen closures on 4-5 major roadways. The County has been working hard to shore up many of these areas to ensure an engine can pass safely through.
- I met with Chief Lackey and Don Jarvis to discuss ALS response times. County EMS has been helpful in gathering data, which I will continue to review.

8. Correspondence – Information

8.1 Lockhart Shaded Fuel Break Update

Chief Whittle discussed the Lockhart Shaded Fuel Break Project that will stretch from Graham Hill Road along the ridgetop to Lockhart Gulch into Weston Road. Pending the planning and permitting process, the project will be implemented in late 2024.

Director Hurst inquired if the project would create secondary emergency access for Weston Road. Chief Whittle stated that he would anticipate Fire access and possibly a secondary evacuation route.

The Board received and filed the correspondence.

9. Request for Future Agenda Items

None

10. Closed Session: Government Code §54957.7

10.1 Fire Chief Recruitment: Government Code §54957

At 6:26 p.m., President Pisciotta announced that the Board would be going into Closed Session for the purposes listed in Item 10.1.

11. Open Session – Discussion/Action

11.1 Report on Closed Session: Government Code §54957.1

At 7:09 p.m., the Board reconvened to Open Session. President Pisciotta reported that the Board discussed the Fire Chief Recruitment. No action was taken.

12. Adjournment

The meeting was adjourned at 7:10 p.m.

ATTEST	
Daron Pisciotta	Ron Whittle
Board President	Board Secretary

Transaction Type = Actual; Revenues/Expenditures = R/E; Chart Fields = GLKey, Character, Object Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685030, 685040]

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Year	Month	On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
		S VALLEY FIRE										
		IES AND EMPL ULAR PAY-PER										
2023	08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	51000	131,248.23	PAYPERIOD 03PAYDATE 02102023		
2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	51000	134,784.08	PAYPERIOD 04PAYDATE 02242023		
		PAY-PERMANEN							-266,032.31			
Object: 5	1005 – OVE	RTIME PAY-PE	RMANENT									
2023	08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	51005		PAYPERIOD 03PAYDATE 02102023		
2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	51005		PAYPERIOD 04PAYDATE 02242023		
Total 5100	5 - OVERTIM	1E PAY-PERMANE	ENT						-37,049.11			
Object: 5	1010 – REG	ULAR PAY-EXT	RA HELP									
2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	51010		PAYPERIOD 04PAYDATE 02242023		
Total 5101	0 - REGULAF	R PAY-EXTRA HEI	LP						-1,600.38			
Object: 5	1035 – HOL	IDAY PAY										
2023	08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	51035		PAYPERIOD 03PAYDATE 02102023		
2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	51035		PAYPERIOD 04PAYDATE 02242023		
Total 5103	85 - HOLIDAY	PAY							-22,013.40			
Object: 5	1040 - DIF	FERENTIAL PA	r				22					
2023	08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	51040		PAYPERIOD 03PAYDATE 02102023		
2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	51040		PAYPERIOD 04PAYDATE 02242023		
Total 5104	0 – DIFFERE	NTIAL PAY							-14,816.69			
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2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	52010	-6,091.25	PAIRENOD OFFATOATE OZZ 12025		
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2023 2023	08	2/22/2023	PAYPERIOD 04	0031311	Expenditures	685010	50	52015	25,850.75	PAYPERIOD 04PAYDATE 02242023		
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2023	08 08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	53010	1,000.00	PAYPERIOD 03PAYDATE 02102023		
2023	08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	53010	-929.77	PAYPERIOD 03PAYDATE 02102023		
2023	08	2/09/2023	DU94146	DU94146	Expenditures	685010	50	53010		S.Downey Feb23 Dental CK#2345	C99999	
2023	08	2/09/2023	DU94146	DU94146	Expenditures	685010	50	53010		M.Pasquini Feb23 Dental CK#992	C99999	
2023	08	2/09/2023	DU94146	DU94146	Expenditures	685010	50	53010		M.Marsano Feb23 Dental CK#176	C99999 V116512	14967
2023	08	2/10/2023	FEB23HLTH		Expenditures	685010	50	53010		SV FIRE FEB 2023	C99999	14907
2023	08	2/16/2023	DU94311	DU94311	Expenditures	685010	50	53010		N.Owens 2023 Dental CK#118 S.Kovacs Mar23 Dental	C99999	
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2023	08	2/22/2023	PAYPERIOD 04 0323SVFD		Expenditures	685010	50	53010		BIDDLE, MIKE SVFD 3/2023	V105980	
2023	08 08	2/28/2023 2/28/2023	0323SVFD		Expenditures	685010	50	53010	1,261.57	FDAC EBA SVFD 3/2023	V33857	
2023 2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		LOFRANCO, SAL SVFD 3/2023	V105221	
2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		MCMURRY, MICHAE SVFD 3/2023	V105430	
2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		PHINN, MIKE SVFD 3/2023	V103782	
2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		RONZANO, CHRIST SVFD 03/2023	V111324 V117701	
2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		THEILEN, LOTHAR SVFD 3/2023	V117701 V102822	
2023	08	2/28/2023	0323SVFD		Expenditures	685010	50	53010		WHITTLE, RON SVFD 3/2023	V1U2022	
Total 5301	10 - EMPLOYE	EE INSURANCE &	BENEFITS						-65,082.82			
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2023	08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	22012	-149.19	TAIL ENGO VITATOATE VECTEUES		
Total 5301	15 - UNEMPLO	DYMENT INSURA	NACE						1,5,15			

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GL Key: 685010 - SCO Character: 50 - SALA Object: 55021 - OT	RIES AND EMPL	OYEE BENEF									
2023 08	2/08/2023	PAYPERIOD 03		Expenditures	685010	50	55021	1,598.07	PAYPERIOD 03PAYDATE 02102023		
2023 08	2/22/2023	PAYPERIOD 04		Expenditures	685010	50	55021		PAYPERIOD 04PAYDATE 02242023		
Total 55021 - OTHER								-3,196.14			
Total 50 - SALARIES AN	ND EMPLOYEE BEN	EF						-466,629.47			
Character: 60 - SERV											
Object: 61125 – UN 2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61125	152.24	U S BANK CORPOR SVFD 4246-0445	V992019	
Total 61125 – UNIFOI		02230110						-152.24			
Object: 61215 - RA	ADIO									V12017	00423724
2023 08	2/03/2023	0223SVFD		Expenditures	685010	60	61215		SANTA CRUZ REGI SVFD U S BANK CORPOR SVFD 4246-0445	V13917 V992019	00423724
2023 08 Total 61215 – RADIO	2/28/2023	0223SVFD		Expenditures	685010	60	61215	-7,291.43	U S BANK CORFOR SVI D 1210-0113	1332023	
Object: 61221 - TE		TELECOM 1000									
2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61221	1,011.39	U S BANK CORPOR SVFD 4246-0445	V992019	
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Object: 61310 - FO	OOD							50.00	U S BANK CORPOR SVFD 4246-0445	V992019	
2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61310	-59.90	U.S. BANK CORPOR SVI'D 1210-0113	¥332013	
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Object: 61425 - 07				Expenditures	685010	60	61425	109.20	U S BANK CORPOR SVFD 4246-0445	V992019	
2023 08 Total 61425 – OTHER	2/28/2023	0223SVFD -SERVICES		Expenditures	003010	00	01125	-109.20			
Object: 61720 - M/											
2023 08	2/24/2023	037989		Expenditures	685010	60	61720		GOLDEN STATE EM SVFD	V129826	
2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61720	The state of the s	U S BANK CORPOR SVFD 4246-0445	V992019	
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Object: 61725 - M/				For an dibona	685010	60	61725	1 846 00	PAGODA TECHNOLO SVFD	V125184	00423722
2023 08 Total 61725 – MAINT-	2/03/2023	14583		Expenditures	003010	00	01/25	-1,846.00	Thousand the state of the state		
Object: 61730 - M/		671570		Expenditures	685010	60	61730	2,548.50	L N CURTIS & SO SVFD Cust 3627	V115989	00424306
2023 08 Total 61730 – MAINT				Experience				-2,548.50			
		APS/GRDS-OTH-SRV									
2023 08	2/03/2023	0223SVFD1		Expenditures	685010	60	61845	83.97	SCARBOROUGH LUM SVFD Acct 1169	V1233	00423725
2023 08	2/08/2023	26313		Expenditures	685010	60	61845		BFP FIRE PROTEC SVFD	V15694	00424305
2023 08	2/08/2023	26314		Expenditures	685010	60	61845		BFP FIRE PROTEC SVFD	V15694 V992019	00424305
2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61845	-2,840.69	U S BANK CORPOR SVFD 4246-0445	V392013	
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Object: 61920 - MI	EDICAL, DENTAL 2/03/2023	& LAB SUPPLIES 84814012		Expenditures	685010	60	61920	1,627.58	BOUND TREE MEDI SVFD	V12149	00423719
2023 08 2023 08	2/03/2023	84815870		Expenditures	685010	60	61920		BOUND TREE MEDI SVFD	V12149	00423719
2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	61920		U S BANK CORPOR SVFD 4246-0445	V992019	
Total 61920 - MEDIC								-1,813.84			
Object: 62219 - PC					C0E040	60	62210	102 40	U S BANK CORPOR SVFD 4246-0445	V992019	
2023 08 Total 62219 – PC SOF	2/28/2023 TWARE PURCHASE	0223SVFD ES		Expenditures	685010	60	62219	-103.49	O S DANK CORFOR SALD 1210-0113	732013	
Object: 62223 – SU 2023 08	2/28/2023	0223SVFD		Expenditures	685010	60	62223	964.86	U S BANK CORPOR SVFD 4246-0445	V992019	
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2023 08	2/28/2023	EM001473		Expenditures	685010	60	62367	4,147.00	AGILE OCCUPATIO SVFD	V44838	

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Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
		TS VALLEY FIR										
		ICES AND SUPP DICAL SERVICE										
2023	08	2/28/2023	EM001819		Expenditures	685010	60	62367	1,542.00	AGILE OCCUPATIO SVFD	V44838	
2023	08	2/28/2023	EM002143		Expenditures	685010	60	62367	55.00	AGILE OCCUPATIO SVFD	V44838	
		L SERVICES-OTH							-5,744.00			
		OF & SPECIAL S			F	605010	60	62381	0 222 22	PECKHAM & MCKEN SVFD	V34044	00423723
2023	08	2/03/2023	0223SVFD		Expenditures	685010 685010	60	62381		LIEBERT CASSIDY SVFD	V119863	00423721
2023	08	2/03/2023	232308		Expenditures	685010	60	62381		DAWSON PASSAFUI SVFD	V125913	
2023	08	2/28/2023	0223SVFD		Expenditures Expenditures	685010	60	62381		U S BANK CORPOR SVFD 4246-0445	V992019	
2023	08 08	2/28/2023 2/28/2023	0223SVFD 220800		Expenditures	685010	60	62381		VOYA RETIREMENT SVFD	V31933	
2023 2023	08	2/28/2023	234193		Expenditures	685010	60	62381	317.00	LIEBERT CASSIDY SVFD	V119863	
2023	08	2/28/2023	49035		Expenditures	685010	60	62381	1,040.00	CSG CONSULTANTS SVFD	V121100	
		SPECIAL SERV-O							-18,834.48			
		ALL TOOLS & II			Franco dibrusca	685010	60	62715	32.80	SCARBOROUGH LUM SVFD Acct 1169	V1233	00423725
2023	08	2/03/2023	0223SVFD2		Expenditures	685010	60	62715		L N CURTIS & SO SVFD Cust 3627	V115989	00423720
2023	08	2/03/2023	669008		Expenditures	003010	00	02/13	-1,880.42	EN CONTE & SO STI D GOSCOSE.		
Total 627	15 – SMALL	TOOLS & INSTRU	MENTS						1,000112			
Object:	52826 – ED	UCATION AND/	OR TRAINING								000000	
2023	08	2/13/2023	DU94213	DU94213	Expenditures	685010	60	62826		ETO Overage Reimb. Cortes PNP	C99999	
2023	08	2/24/2023	0223SVFD		Expenditures	685010	60	62826		COLLINS, ERIN SVFD	V116856	
2023	08	2/28/2023	0223SVFD		Expenditures	685010	60	62826		U S BANK CORPOR SVFD 4246-0445	V992019	
Total 628	26 - EDUCA	TON AND/OR TRA	AINING						-625.84			
Object	52888 - SP	EC DIST EXP-SE	RVICES									
2023	08	2/28/2023	0223SVFD		Expenditures	685010	60	62888	50.25	U S BANK CORPOR SVFD 4246-0445	V992019	
		ST EXP-SERVICE							-50.25			
		UCATION & TRA			Expenditures	685010	60	62914	227.24	SCARBOROUGH LUM SVFD Acct 1169	V1233	00423725
2023	08	2/03/2023	0223SVFD3		Expenditures	685010	60	62914		CFCA AFSS SOUTH SVFD	V38077	00424069
2023	08	2/07/2023 2/07/2023	00639 00640		Expenditures	685010	60	62914		CFCA AFSS SOUTH SVFD	V38077	00424069
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2023	08	2/03/2023	0223SVFD1		Expenditures	685010	60	63070		CITY OF SCOTTS SVFD	V102713	00423546
2023	08	2/15/2023	0223SVFD1		Expenditures	685010	60	63070		PACIFIC GAS AND SVFD	V129169	
2023	08	2/15/2023	0223SVFD2		Expenditures	685010	60	63070		PACIFIC GAS AND SVFD	V129169 V129169	
2023	80	2/15/2023	0223SVFD3		Expenditures	685010	60	63070		PACIFIC GAS AND SVFD PACIFIC GAS AND SVFD	V129169	
2023	08	2/15/2023	0223SVFD4		Expenditures	685010	60	63070	1000000	U S BANK CORPOR SVFD 4246-0445	V992019	
2023	08	2/28/2023	0223SVFD		Expenditures	685010	60	63070	-3,473.99	U 3 DANK CORPOR SVI D 1210-0113	V332013	
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SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2023-2

RESOLUTION ESTABLISHING SCOTTS VALLEY FIRE PROTECTION DISTRICT APPROPRIATION LIMIT FOR FISCAL YEAR 2022-2023 UNDER ARTICLE XIII-B OF THE CALIFORNIA CONSTITUTION, AND ESTABLISHING PERIOD FOR CONTESTING SUCH LIMIT

WHEREAS, Article XIII-B of the California Constitution provides that the state and each local government shall be subject to an annual appropriation limit as defined in that Article; and

WHEREAS, Article XIII-B Section 8(e)(2) requires the Governing Body to select the change in Cost of Living methodology each year by recorded vote, and

WHEREAS, the change in the California per capita personal income provides the greatest result rather than using the local assessment roll from the preceding year; and

WHEREAS, the Auditor-Controller has computed the appropriations limit applicable to the Scotts Valley Fire Protection District for fiscal year 2022-2023 and transmitted the same to the District in a letter dated March 1, 2023; and,

NOW, THEREFORE, BE IT RESOLVED, that the Scotts Valley Fire District selects the change in the California per capita personal income and the percentage change in the population within the county area in which the special district is located methodology for use in calculating its appropriation limit for fiscal year 2022-2023; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the appropriation limit for the Scotts Valley Fire Protection District for fiscal year 2022-2023 is hereby established as \$25,006,866 and that such appropriations limit may be adjusted at a later date in accordance with Sections 3 and 11 of Article XIII-B of the California Constitution; and,

No action or proceeding shall be brought, the purpose of which is directly or indirectly to attach, review, set aside, void or annul the appropriations limit established by this resolution unless such action or proceeding shall have been filed and served on the district within forty-five (45) days from the date this resolution is adopted in accordance with Division 9 of the Government Code.

PASSED AND ADOPTED by the District Directors of the Scotts Valley Fire Protection District at a regular meeting held on the 8th day of March 2023, by the following called vote:

		AYE	NAY	ABSENT	ABSTAIN
Director Adan	n Cosner				
Director Kris	Hurst				
Director Josep	h Parker				
Director Russ	Patterson				
Director Daro	n Pisciotta				
APPROVED:					
ATTEST:					
1	Daron Pisciotta			Ron Whittle	
1	Board President			Board Secreta	ry



COUNTY OF SANTA CRUZ

EDITH DRISCOLL AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR 701 OCEAN STREET, SUITE 100, SANTA CRUZ, CA 95060-4073 (831) 454-2500 FAX (831) 454-2660

SCOTTS VALLEY FIRE PROTECTION DISTRICT 7 ERBE LANE SCOTTS VALLEY, CA 95066 RECEIVED

MAR - 1 2023

SCOTTS VALLEY FIRE PROTECTION DISTRICT

SUBJECT: FISCAL YEAR 2022-2023 APPROPRIATION LIMITATION

Dear Special District Board of Directors:

In accordance with Section 7900 et seq. of the Government Code of the State of California, you must adopt an appropriation limit by resolution each fiscal year.

We have made the required calculations and prepared a sample resolution for use by the District, both of which are attached hereto. The limit presented was prepared per Government Code 7901(b). Each special district shall select its change in population and change in non-residential growth or change in per capita income annually by a recorded vote of the governing body of the special district as outlined in the attached resolution.

Adjustments for the Fair Labor Standards Act (FLSA) and qualified capital outlay projects may be exempt from the appropriation limit.

After adopting the Districts' appropriation limit, please provide a copy of the resolution for our files.

Very truly yours,
EDITH DRISCOLL
Auditor-Controller-Treasurer-Tax Collector

by Daniel Martin, Accountant I

Attachments:

Calculation of Appropriations Subject to Limitation, Calculation of Adjustments to the Appropriations Limitation, Resolution Establishing Appropriation Limit for Fiscal Year 2022-2023

PROP 4 - SCOTTS VALLEY FIRE PROTECTION DISTRICT 685010, 685030 CALCULATION OF APPROPRIATIONS SUBJECT TO LIMITATION

2022-2023

Total Appropriations	\$	9,630,196
Adjustments Expenditure Appropriations: 1. Qualified Capital Outlay Project		0
2. FLSA	_	(47,583)
Adjusted Appropriations	\$_	9,582,613
Revenue Appropriations: 1. Non-proceeds of taxes		(645,265)
2. User fees in excess of cost		0
3. Debt Service	_	0
Appropriations Subject to Limit	\$ _	8,937,348
Calculation of 2022-2023 Limit:		
2021-2022 Appropriations Limit	\$	23,251,386
Change in Local Assessment Roll/Personal Income		107.55%
% Change in Population		100.00%
Total Change Factor	_	107.55%
2022-2023 Appropriations Limitation	\$_	25,006,866
Amount Under Appropriations Limitation	\$_	(16,069,518)
Excess Appropriations subject to Limitation	\$ _	0





February 7, 2023

Ron Whittle, Fire Chief Scotts Valley Fire Protection District 7 Erba Lane Scotts Valley, CA 95066

SUBJECT: ELECTION FOR SPECIAL DISTRICT REGULAR MEMBER ON LAFCO

Dear Chief Whittle:

The purpose of this letter is to solicit your district's vote for the regular member seat on LAFCO. The independent special districts in Santa Cruz County get three positions on the LAFCO board. The two regular member seats are currently held by Jim Anderson (Felton Fire Protection District) with a term ending in May 2025, and Rachél Lather (Soquel Creek Water District) with a term ending in May 2023. The alternate member seat is currently held by Ed Banks (Pajaro Valley Public Cemetery District) with a term ending in May 2025. In preparation of Commissioner Rachél Lather expiring term of office, LAFCO staff will be conducting an election to fill the regular member seat on the LAFCO board.

Candidates

The two candidates running for LAFCO's special district regular member seat are:

- Rachél Lather (Soquel Creek Water District; Incumbent); and
- James Joseph Gallagher (Pajaro Valley Health Care District)

Background information from the candidates is enclosed. As previously mentioned, Rachél Lather is currently LAFCO's special district regular member.

Election Process

The election will be conducted by mail. Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board or by their designee. The deadline to return the executed ballot to the LAFCO office will be no later than 4:00 p.m. on Friday, March 24, 2023. Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the ballot with an original signature. LAFCO staff will open and tally the ballots at 4:00 p.m. in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time. The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website: https://santacruzlafco.org/about/policies-procedures/

Please contact me at the LAFCO office if you have any questions about the voting process.

Sincerely,

Joe A. Serrano

Executive Officer

Attachments:

- 1) Candidates' Information
- 2) Ballot and Certification of Person Voting



APPLICATION FOR LAFCO'S DISTRICT REGULAR MEMBER SEAT (TERM BEGINNING MAY 2023 AND ENDING IN MAY 2027)

INSTRUCTIONS:

If you are interested in serving as a special district regular member on LAFCO, please complete and sign the following application. The complete application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than 4:00 p.m. on February 3, 2023

Note that fire district board members are NOT eligible for the proposed regular member position because a fire district board member currently occupies the other regular seat.

NAME: Rachel Lather
MAILING ADDRESS: 410 LOCK Drive Aptor CA 95003
PHONE(s): Home: 831 661 0962 Cell/Business: 831 588 1023
EMAIL: Vachellather@ Sbcalobal, net
DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Soquel Creek Water Dift
PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):
SCWD Board 2014-Present
LAFCO Commission 2019-2023
STATEMENT OF INTEREST: You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.
CERTIFICATION: I certify that the above information is true and correct and I authorize the verification of the information in the application.
Signature of Board Member Interested in Serving on LAFCO Date 1/23/2023

LAFCO STATEMENT OF INTEREST- Rachél Lather

As the Senior Civil Engineer for Sanitation Engineering at the County of Santa Cruz, I have worked with LAFCO staff to resolve many issues regarding sewer districts and sewer service areas. I first worked with LAFCO to legalize providing CEMEX with extraterritorial water and sewer services in Davenport, California. I also worked with LAFCO to extend the boundaries of the Rolling Woods CSA sewer service to include Pasatiempo and the Graham Hill corridor. This experience helped me understand the importance of this agency.

I have been a LAFCO commissioner since 2019 and have learned more about the agency and its important role in California. I was chosen to be the Vice-Chair of the Commission in 2021/22 and the Chair of the Commission in 2022/23. I have grown from those years of experience in a leadership role and believe that I was able to be effective as a commissioner. I was recently re-elected to be a director for Soquel Creek Water District and the District Board has selected me to apply for being the LAFCO Commissioner to represent Special Districts.

I believe that I will continue to be a pragmatic and effective commissioner if I am elected to continue to be a part of LAFCO for 2023-2027 and would be honored to be selected as the representative for Special Districts.

APPLICATION FOR LAFCO'S DISTRICT REGULAR MEMBER SEAT (TERM BEGINNING MAY 2023 AND ENDING IN MAY 2027)

INSTRUCTIONS:

If you are interested in serving as a special district regular member on LAFCO, please complete and sign the following application. The complete application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than 4:00 p.m. on February 3, 2023

Note that fire district board members are NOT eligible for the proposed regular member position because a fire district board member currently occupies the other regular seat.

NAME: JAYES JOSEAN (JOE) GALLAGOSTA ILD
NAME: JAMES JOSEPH (JOE) GALLAGETAR, N.D. MAILING ADDRESS: 130 TEXTLY LOOP WATSONVILLE, CA 95076
PHONE(s): Home: Cell/Business(831) 332 - 2694
EMAIL: JGMD& SCSHOP. COM
DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: PATARO VACLEY HEXCIPL CARE
PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):
WATSONVILLE COMMONITY HOSPITHE BOARD - TYEXALS CLOC
PRIARO VALLEY COLLUDITE HEACTH TRUST - 4 YEARY
CHIEF OF MEDICAG STAFF AT WICH - 6 YEARS SENERAL COLUMNESS AT WITH MZ54009 (PLEASE
DEVENCE COLLUTTERS AT WITH MESS PLEASE KING
- PATARO VALLEY MEDICAL GROUP - PRESIDENT - 16 YES
STATEMENT OF INTEREST: You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.
CERTIFICATION:
I certify that the above information is true and correct and I authorize the verification of the information in the application.
Jal Cagles No 1/24/2013
Signature of Board Member Interested in Serving on LAFCO Date

LAFCO Statement of Interest

I am interested in serving on LAFCO in order to represent the interests of the Pajaro Valley Health Care District, to assure that the PVHCD stays in compliance with LAFCO regulations, and to work with representatives of the other special districts in Santa Cruz County on the issues that we all face.

As a retired person, I have the time to get involved, and while I don't have much experience with government, I have a lot of experience with governance.

James Joseph Gallagher, M.D.

Resume

(831) 332-2694

James Joseph Gallagher, M.D. aka: Joe Gallagher, M.D.

Born:

Norristown, PA - 5/15/1951

Home:

130 Terry Loop Watsonville, CA 95076

Email:

jgmd@scshop.com, joeg51@cruzio.com

Spouse:

Rose K. Murphy

Children: Brian - 40, Carey - 37

College:

U.S. Naval Academy 1969-71

University of California San Diego 1972-74 (B.A. Biology)

Grad School:

University of Chicago - PhD Program in Biology - withdrew 1976

Medical School:

St. George's University School of Medicine, Grenada, West Indies 1977-79 University of Alabama Huntsville 1979-81 (M.D.)

Residency:

Family Practice - University of Alabama Huntsville 1981-84

Board Certification:

Family Practice 1984-2004

Medical License:

California - G52929 1984-2022, (as of 6/1/22 - retired status)

Work Experience:

United Farm Workers Clinic - Salinas, CA 1984

Urgent Care - Monterey, Salinas, Watsonville, CA 1984-85

Private Practice - Watsonville, CA 1985-2006

Hospital Based Practice - Watsonville, CA 2006-19 (Retired 12/31/2019)

Hospital Affiliation:

Watsonville Community Hospital - 75 Nielson St. Watsonville, CA 95076 1986-2019

Hospital/Community Leadership:

Board of Directors - Watsonville Community Hospital 1999-2000, 2007-08, 2016-18

Chief of Staff 1991-93, 2007-08, 2016-18

Vice Chief of Staff 1990-91, 2006-07, 2012-2014

Architectural Committee 1994-98

Bylaws Committee 1999-2006, 2013-14

Critical Care Committee Chair 1989

Ethics Committee Chair 2014-16

Family Practice Department Chair 1988, 1996, 2005, 2014

Quality Coordinating Council Chair 2006-07, 2014-16

President Pajaro Valley Medical Group, Inc. 1998-2014

Board of Directors - Pajaro Valley Community Health Trust 1998-2000, 2018

2023 BALLOT FOR THE SPECIAL DISTRICT REGULAR MEMBER SEAT ON LAFCO

INSTRUCTIONS:

Please check the box to the left of the person you are voting for. **Vote ONLY for one candidate.**

Candidate	District	Vote By Marking (X)
Rachél Lather	Soquel Creek Water District	
James Joseph Gallagher	Pajaro Valley Health Care District	

NEXT STEPS

After voting, please hand-deliver, mail, or email the ballot back to LAFCO. If emailed, please follow-up by mailing the ballot with an original signature. The ballots will be counted at 4:00pm on Friday, March 24, 2023. Any ballots received after that time will not be counted.

CERTIFICATION:									
l,	_, am	voting	on	behalf	of	the	following	independ	lent
special district:									
Voting Designee Signature				 Dat	 te				_



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Fire Chief

March 8, 2023 Date:

To: **Board of Directors**

From: Chief Whittle

Item 6.2 Architectural Services Selection Subject:

Recommendation

Staff recommends that the Board of Directors select a firm to provide architectural services for the design and preparation of drawings and complete construction documents for a new fire station facility, and authorize the fire chief to execute a professional agreement with the selected firm.

Background

At the January 11, 2023 regular board meeting, the Board approved a Request for Proposal for architectural services for the design of a new fire station. The RFP included a question and answer period in which BC McNeil responded to written questions from potential bidders. A site visit was also pre-scheduled as part of the RFP. BC McNeil, Director Pisciotta and Chief Whittle met with potential bidders at the site of the future fire station on La Madrona Drive.

Staff received proposals from 4 qualified firms: Shah Kawasaki Architects, BRW Architects, COAR Design Group and RRM Design Group. Each proposal included the required elements of the RFP.

The fire station ad-hoc committee will meet on Wednesday March 8, 2023 at 8:00am to review and evaluate the proposals in detail, and make a recommendation to the full board.

Attachments:

Item6.2.1 Request for Proposal for Architectural Services

Item6.2.2 Shah Kawasaki Architects Proposal

Item6.2.3 BRW Architects Proposal

Item6.2.4 COAR Design Group Proposal

Item6.2.5 RRM Design Group Proposal

REQUEST FOR PROPOSAL

The Scotts Valley Fire Protection District is seeking proposals for architectural services for the design and preparation of drawings and complete construction documents for a new fire station facility. Professional architects may submit a proposal. The proposal must have the following information, documents and materials to be considered:

Create specifications and complete documents for a fire station to house six people incorporating the following specifications:

- □ Approximate square footage of the total structure.
- □ Approximate square footage of each room and description of each room.
- □ Able to accommodate four fire engines and one BC vehicle.
- Drive through garage capability for a minimum of two apparatus bays.
- □ Ability to expand on the lot at a future date to accommodate administration. (4000sf)
- □ Consistent with the architectural design and features in the area and as approved by the City of Scotts Valley.

Start of the fire station project may begin with site and underground work possibly in the spring of 2024. The work will likely be done in phases based on the District's finances.

The proposal is to include:

- □ Conceptual floor plan and front elevation on 8 1/2" x 11" paper for means of evaluating proposal only.
- □ Architectural duties before, during and after construction.
- □ Cost for project detailed by type of work.
- Qualifications and experience with similar projects.

From the proposals submitted, a selection panel may select the firm best able to meet the needs of this project, or may create a "short list" of several firms to meet a panel to discuss the project and the firm's qualifications. The consultant deemed most qualified by the selection panel will be required to prepare a detailed scope of services and a milestone bar chart for the project.

Proposals will be evaluated on the following:

- Content
- Design concept
- □ Experience/qualifications
- ☐ Identification of key people who will work on the project
- □ Price

The District will provide a topographic survey map of the site.

Obligation of Architect

The Architect shall possess or secure all licenses, permits, qualifications and approvals legally required to conduct business. Architect will have all of the necessary professional capabilities and experience, as well as tools, facilities, and other resources necessary to provide the District with the services contemplated by the proposal. Architect further warrants that he/she will follow best current, generally accepted and professional practices to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding the services.

Interest of Architect

Architect represents that he/she presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of services.

Submittal Process

Submit Proposals to:

Scotts Valley Fire Protection District Attn: Chief Ron Whittle 7 Erba Lane Scotts Valley, CA 95066

Point of Contact:

Jeff McNeil, Battalion Chief 7 Erba Lane Scotts Valley, CA 95066

E-mail: jmcneil@scottsvalleyfire.com

Any inquiries or requests regarding this RFP should be submitted to Battalion Chief McNeil in writing. Proposers may contact only Chief McNeil regarding this RFP. The deadline for written questions is 2/1/2023 2pm (PST). Response to questions will be posted no later than 2/7/2023 2pm (PST). A walk-through of the site will be conducted on 2/8/2023 10am (PST)

The Board of Directors of the Scotts Valley Fire Protection District reserves the right to reject any and all proposals. Since this is a professional services contract, the Board is not obligated to award to the lowest bidder. All aspects of the proposal will be considered in the process.

Proposals received after the Submittal Deadline of March 1, 2023 at 12:00 noon will not be considered. Post marks will not be considered.

Appendix A

Fire Station Building Requirements:

A fire station to be built on the District's property on La Madrona Drive in Scotts Valley. (APN 021-141-20) A topographic site map is available from the District.

The construction of the Fire Station Facility will comply with California Building Codes (CBC), Essential Services Building Seismic Safety Act, American with Disabilities Act (ADA), National Fire Protection Association (NFPA), and OSHA standards.

The fire station will be two story, should be approximately 10000-12000 square feet and incorporate the following features:

Three drive-through style vehicle bays with the minimum depth of Width 62' each.

- Bays should be equipped with appropriate in-floor trench drainage
- Bays shall be designed with a vehicle exhaust removal system
- Work shop area accessible from the apparatus bay
- Bay doors shall be insulated and a minimum of 14'x14'
- Ventilated turn-out gear storage room to house 21 sets of turn-out gear
- Decontamination room accessible from the bay area to contain a shower,
 commercial turn-out gear extractor washing machine and residential washer & dryer
- (3-4) Small storage rooms off of the bay to house equipment/supplies/utilities/SCBA
- Apparatus bay restroom
- The station will have secured parking, an emergency generator and an above ground fuel tank

Living areas of the station shall be buffered from bay and equipment areas in order to limit firefighter exposure to carcinogens and other biohazards.

- Living area should be adequate for up to (6) personnel
 - 6 individual sleeping rooms with (3) cabinets/closets each
 - Dayroom sufficient to seat (6) people
- Three unisex locker room/showers/restrooms
- Kitchen including:
 - Table seating for (6)
 - (3) pantry cabinets
 - (3) residential refrigerators
 - Commercial stove/hood
 - Residential microwave

- Residential dishwasher
- Access to exterior patio with grill
- Allowance for the purchase of all appliances

Fitness room – should have direct access to outdoors with space for the following:

- (3) Treadmills
- Stairmaster / elliptical
- Rowing machine
- Stationary bicycle
- Smith machine
- Free weight / dumbbell area
- Allowance for the purchase of all fitness equipment

Radio room

Captains office- to be shared with three captains and include a paramedic computer workstation.

Lobby or entry area:

- (1) public restroom
- Small seating area

Building shall be outfitted for high speed internet service with WI FI capability.

Building shall have an emergency diesel back-up generator placed on an exterior concrete pad, with a transfer switch.

The building should be set back off of the roadway in order to provide adequate space for apparatus parking on apron.

A minimum of 12 staff parking spaces shall be provided.

The District reserves the right to modify this list based on costs, future identified needs and funding ability throughout the term of the project.



S H A H KAWASAKI ARCHITECTS

March 1, 2023

Scotts Valley Fire Protection District Attn: Chief Ron Whittle 7 Erba Lane Scotts Valley, CA 95066

Re: Proposal for La Madrona Drive Fire Station

It was a pleasure meeting you, Chief McNeil and Board President Pisciotta a few weeks ago. We are delighted to submit our proposal for the design of the La Madrona Drive fire station. There are several reasons why Shah Kawasaki Architects is your best choice for the project.

Fire Station Experts: Shah Kawasaki Architects is recognized as one of California's leading experts in fire station design. We have designed (32) fire stations and (5) fire support facilities. A number of these, including a floating fire station in the San Francisco Bay, have been recognized for their creative solutions. As invited speakers to the California Fire Chief Association, our workshops teach current best practices in fire station design including NFPA (health and welfare), Essential Services, ADA, and sustainability.

Community Engagement: We are distinguished in our ability to engage fire districts and local communities in the development of their fire stations. The Greater Bay Area, our home, is perhaps the most challenging environment to achieve entitlements for construction. Our citizens are highly educated, concerned for the environment, proactive in the entitlement process, and discerning in how their tax dollars are spent. Whether it is providing community information, leading a design workshop, or supporting you in a fund-raising event, we have the expertise and commitment to work with your community.

Best Value: At this time, and on this site, it has never been more important to make every square foot count. A 1,000 square foot reduction in building area translates to over \$1.5 million in project savings. In the last few weeks, we have been challenged to utilize our experience to design a compact station that provides all of today's best design practices to support your operations. We would be very pleased to meet with you to discuss our and your ideas for the project.

We are fire station best practice design experts who are skilled in community engagement and designing for best value. We would be honored and excited to be selected as your architects. Please let me know if you have any questions on our enclosed submittal.

Sincerely,

Alan Kawasaki Principal

Shah Kawasaki Architects



I. Firm Descriptions

Shah Kawasaki Architects | Prime Architect

Founded in 1999, Shah Kawasaki Architects is a 16-person architectural practice specializing in fire station design. The firm operates out of a singular office in Oakland, California and concentrates on commissions in the Greater Bay Area. This has been an effective model to maintain quality control, team camaraderie and to be highly accessible to local clients and their construction sites.

The practice includes the design of fire stations, law enforcement facilities, recreation centers, workplace, and educational facilities. The firm's projects have received awards from the American Public Works Association (APWA), and American Institute of Architects (AIA).

Nine projects have been awarded LEED certifications including (4) fire stations. In 2000, before the establishment of LEED, the American Institute of Architects (AIA) recognized San Jose Fire Station No. 1 as one of the first sustainably designed fire stations in the nation.

For the Scotts Valley Fire Station, Shah Kawasaki

Architects has assembled a cohesive team of architects, engineers and designers, all with substantial fire station experience and working with Shah Kawasaki Architects.

Siegfried | Civil Engineers & Landscape Architecture

Founded in 1955, Siegfried is recognized as one of the foremost professional services firms in Northern California, as measured by their clients, employees, and community. Skilled in solving their clients' toughest challenges, Siegfried strives to make complex projects not only manageable but truly enjoyable. For over a decade, Siegfried has been deeply involved in Design Build world, which has led the firm to collaborate with SKA on many fire station projects. Their innovative approach and technical expertise continues to shape the success of communities and businesses in each of their practice areas and beyond.

ZFA Structural Engineers | Structural Engineers

For nearly 50 years, ZFA Structural Engineers (ZFA) has collaborated with public and private clients to help

build high-quality facilities. With a commitment to excellence, we offer our clients innovative, practical design solutions for their projects. ZFA employs over 87 people, with 26 licensed Structural and 26 Professional Engineers. Additionally, with nine LEED AP accredited staff, ZFA recognizes the importance of sustainable design and is currently involved with the Structural Engineers Association of Northern California Sustainable Design Committee. The firm is both a federally licensed and a California State licensed Small Business Enterprise (SBE).

3C Engineering | Mechanical Engineer

3C Engineering (3CE) is a full service professional engineering, commissioning, and energy management contracting firm located in San Luis Obispo, CA. Founded by Cal Poly engineering graduates in 2009, 3CE specializes in mechanical engineering design, building automation, energy auditing, building commissioning, and general troubleshooting for systems to optimize operations and efficiency. 3CE provides an exceptional level of service built on clear communication and attention to detail.

3CE has a vast amount of experience with local governments and municipalities, military, universities, hospitals and private work. This work ranges from new ground up buildings to remodels, tenant improvements and shell design.

Thoma Electric | Electrical Engineer

Thoma Electric is a comprised of a qualified team of electrical engineers, electrical designers, CAD operators and commercial electricians, located on the West Coast. They have designed and engineered numerous high-profile projects in California for more than 50 years.

Thoma Electric contributed to the successful certification of countless LEED projects, and they specialize in energy efficiency and conservation. Their fully-CAD capable Engineering Division enables our installation of model lighting systems, power distribution systems, and fire alarm systems alike.

Directional Logic | Cost Estimator

Directional Logic is a professional construction cost consulting firm providing a unique approach to a full range of cost management services, from advising on the feasibility of a project at the inception stages, to the conclusion of the construction period.

They help their clients identify and deliver value by providing directional thinking embedded in financial logic. By listening attentively to their clients' needs, they guide them to cost-effective solutions. They invest time to



View of interior courtyard from San Jose Fire Station 1 apparatus room

understand the clients' business, and how this translates into the project's requirements. This understanding allows them to provide anticipatory advice and solutions early in the planning and design stages.

This proactive approach helps assure their clients of the robustness of the cost advice by maintaining an alignment between the project program requirements, the design aspirations, and funding availability, while balancing the collective expectations of the key stakeholders.



II. Experience and Qualifications

Shah Kawasaki Architects is a public sector firm. We work exclusively with public agencies, building consensus among stakeholders and community groups. The Greater Bay Area is perhaps the most challenging environment to achieve entitlements for construction. Our citizens are highly educated, concerned for the environment, and proactively involved in the entitlement process. This is our home. We are skilled at the process and embrace our community's right to participate. We have worked with local communities to be sensitive to local aesthetics and address environmental concerns. A public sector architect must not only be an accomplished designer. He/she must also be skilled at community consensus building.

We have also supported our fire districts and municipalities in their fund-raising activities. We are currently assisting the City of Oakland in fundraising for a new \$30 million community center. This includes participation at fund raising events and Zoom presentations. Previously we assisted Alameda County in preparing the feasibility studies and public justifications that enabled it to pass the \$90 million Prop X bond



Alan Kawasaki lead the Fire Station Design best Practices workshop at the annual California Fire Chief Association Conference in 2014, 2016 and 2018

measure.

Shah Kawasaki Architects is one of California's leading fire station design firms. We have designed over three dozen fire stations and fire support facilities and have been called upon by numerous fire districts to assist them with district master plans.

The California Fire Chief Association has invited SKA to lead a workshop entitled "Fire Station Design Best Practices" at (3) recent annual conferences in Northern

California. The workshop included best practices in fire station design to reduce carcinogen exposure by fire personnel, the California Essential Services Act, sustainability appropriate to fire stations, access (ADA) & gender equality requirements, and turn-out time reduction.

We find joy and challenge in working with each fire department to solve their unique problems yet draw from and build upon our extensive knowledge base. We visit each of our fire stations 10-11 months after they are occupied. By debriefing with the crews, we find out what has worked, and what could use improvement. Our culture is one of continuous improvement and education. We are constantly refining our design standards, procedures, and specifications, to remain one of, if not the best fire station design firm in California.

The following is a list of our fire station and fire support experience. Six recent stations, indicated through an asterisk (*) are described in greater detail at the end of this section.

- Alameda County Fire Training Center Study
- Alameda County Stations 6, 7, 22,24,25&26 Assessments
- Alameda County Fire Station 8 Study
- Alameda (City) Fire Station 5 Study
- Aptos La Selva Fire Stations 1,2&3 Assessments
- Berkeley Apparatus Warehouse
- Contra Costa County Fire Maintenance Building
- Contra Costa County Fire Prevention Bureau
- Contra Costa County Fire Station 81 Remodel
- Contra Costa County Fire Station 90
- Fairfield Fire Station 36
- Fairfield Fire Station 39
- Menlo Park Fire Station 1 Study
- Menlo Park Fire Station 77 Study
- Menlo Park USAR Facility Remodel
- Milpitas Fire Station 2*
- Moraga-Orinda Fire Station 43*
- Moraga Orinda Fire Station 46 Study
- Napa County Carneros Fire Station
- Napa County Highland Fire Station
- Napa County Pope Valley Fire Station
- Napa (City) Fire Station 5*



SFO Station 3



Tracy Fire Station 96



South San Francisco Fire Station 63



Fairfield Fire Station 36

- Oakland Fire Station 8
- Oakland Fire Station 12 Remodel
- Oakland Fire Station 18
- Palo Alto Fire Station 3*
- Richmond Fire Station 66
- San Bruno Fire Station 52 Remodel
- San Carlos Fire Station 16
- San Jose Fire Station 1
- San Jose Fire Station 8
- San Jose Fire Station 32
- San Francisco International Airport Fire Station 3
- San Francisco Fire Station 48
- San Francisco Fireboat Station 35*
- San Mateo Fire Station 24*
- South San Francisco Fire Station 63
- Stinson Beach Fire Station 1 Study
- Sunnyvale Fire Stations 1,2,3,4,5 & 6 Assessments
- Tracy Fire Station 92
- Tracy Fire Station 96



San Jose Fire Station 8



San Jose Fire Station 32



San Carlos Fire Station 2



Oakland Fire Station 8





Moraga-Orinda Fire Station 43

Station 43 replaces a single story back-in station with a new drive-thru station. The station which is located in the hills of Orinda was required to conform to a strict residential zoning code including building height and set-backs. Additionally, the community requested that the building blend into the neighborhood. To meet these requirements, Shah Kawasaki Architects designed a compact station in which the two story "house" is located to the side of the tall apparatus bay. The efficient design uses the interior partitions of the house to provide the structural bracing of the clear spanned apparatus bay.

Construction Cost: \$3.84 Million Construction Completed: 2019

Building Area: 5,010 sf

8

Client: Moraga Orinda Fire Department





Napa Fire Station 5

Napa Station 5 incorporates a number of fire station design best practices. The station has been zoned to provide a clear separation of the apparatus (hot zone) from the living quarters (cold zone). Each doorway (warm zone) leading from the apparatus bay to the living quarters has both a sink to remove hand contaminates, and integral floor mats to remove contaminates from shoes. NFPA 1581 best design practices for material selection, cleaning stations and kitchen design have been employed. With all these features, the station remains a warm and comfortable environment for the fire personnel.

Construction Cost: \$4.39 million Construction Completed: 2018

Building Area: 5,145 sf Client: City of Napa





Palo Alto Fire Station 3

Palo Alto Fire Station 3 is part of a complex of civic buildings in the Rinconada Park. It relates to the iconic mid-century library design across the street, through its use of terra cotta panels and dark grey metal panels. The new 2 story drive-thru station replaces a 1950's era single story back-in fire station. It has more than double the capacity of its predecessor to accommodate larger apparatus. All of this was accomplished on the existing site without removal of historic native trees. The station incorporates NFPA best practices to reduce fire personnel exposure to fire and medical related contaminates.

Construction Cost: \$6.2 million Construction Completed: 2020

Building Area: 6,937 sf Client: City of Palo Alto





San Francisco Fireboat Station 35

San Francisco Fire Department's Station 35 accommodates three fire suppression boats, a dive boat, and marine rescue craft. The station is constructed on top of a floating barge to provide safe and immediate access to the fireboats, irrespective of the tide, or sea level rise due to global warming. It is permanently moored adjacent to the historic Mediterranean style fire station along the San Francisco Embarcadero. The new station has been designed "of our time", yet is respectful of the existing pier and bulkhead buildings within the Embarcadero National Historic District.

Construction Cost: \$29.9 million Construction Completed: 2022 Building Area: 14,490 sf

Client: City of San Francisco





San Mateo Fire Station 24

Fire Station 24 replaced a small single-story 1950's era station. Due to its close proximity to a freeway on-ramp, backing into the station posed a safety hazard for both fire personnel and the public. Achieving a drive-thru apparatus bay was a top priority of the Fire Department. The project involved multiple meetings with the local community. The community requested a station compatible with the neighborhoods craftsman style, while the fire department desired a traditional brick fire house. Shah Kawasaki Architects' solution was to design a brick clad craftsman firehouse.

Construction Cost: \$3.9 million Construction Completed: 2014

Building Area: 5,754 sf Client: City of San Mateo





Milpitas Fire Station 2

Designed with a transparent front facade that showcases the fire engines and trucks, Fire Station No. 2 expresses the Fire Department's open and welcoming attitude towards the community. Woven into the modern facade are sections of traditional brick that recalls fire stations of past eras. The three-bay, 10,000 square foot station and house eight fire fighters, and includes a meeting room that can be independently accessed by the community. The station's day room and exercise room front a large outdoor patio adjacent to the rear apron of the station.

Construction Cost: \$7.9 million Construction Completed: 2022

Building Area: 10,300 sf Client: City of Milpitas



III. Key Team Members

For the Scotts Valley Fire Station, we propose that three of our most experienced fire station architects have key roles on the project.

Alan Kawasaki will be the Principal-in-Charge and Architect of Record. He will be SVFPD's primary contact for the Programming and Schematic Design phases working directly with SVFPD to establish the program and the station's design. He will represent the project before the Planning Department and Scotts Valley Community. Alan is recognized as one of California's leading experts in fire station design. He has assisted numerous fire districts in establishing programs and design standards for their stations and has led workshops in design best practices.

Daniel Dolan will be the Project Architect and become SVFPD's day-to-day contact approximately half-way through the design development phase. He will coordinate the work of the consultant team, develop the architectural design and prepare the construction documents assisted by one of SKA's staff members.

The Scotts Valley Fire Station will be Daniels primary assignment. Daniel is currently completing the construction document for two Fairfield fire stations and prepared the details for one San Jose Fire Station.

Brian Leonard will be the Project Manager. Brian oversees the firms fire station technical design standards and is the resource to all project architects and staff working on fire station designs. In addition to contract management, Brian will provide QA/QC tech checks on the project. Brian has completed over (18) fire stations.

The resumes of our Key Team Members are in the following pages.



Education

Master of Architecture with Commendation Harvard University

Bachelor of Arts in Architecture with Highest Honors UC Berkeley

Professional Affiliations

Licensed Architect State of California

Member American Institute of Architects



Palo Alto Fire Station 3



SFO Fire Station 3



San Mateo Fire Station 24

Alan Kawasaki, Ala | Principal-In-Charge

Shah Kawasaki Architects akawasaki@skarc.com | www.skarc.com 510-379-2261

Alan Kawasaki believes in serving communities through design excellence. Since co-founding Shah Kawasaki Architect in 1999 he has designed numerous public safety facilities, recreation centers, visitor centers, museums, social services centers, educational facilities, and administrative spaces. Each has been designed to inspire, and enhance the level of services provided to the community. Alan is skilled at building consensus among project stakeholders towards a commonly held vision. An early proponent of sustainable design, ten of his projects have received LEED Certification.

With nearly three dozen stations designed and/or constructed, Alan is considered one of California's leading experts in fire station design. In addition to receiving station design awards from the AIA and Fire Chief Magazine, he is a current and past speaker at the California Fire Chief Association.

Project Experience

San Jose Fire Station 8, San Jose, CA

San Jose Fire Station 32, San Jose, CA

Contra Costa Fire Station 90, Brentwood, CA

Milpitas Fire Station 2, Milpitas, CA

San Carlos Fire Station 16, San Carlos CA

Stinson Beach Fire Station 1 Study, Stinson Beach, CA

San Bruno Fire Station 52 Remodel, San Bruno, CA

San Francisco Fireboat Station 35, San Francisco, CA

Carneros Volunteer Fire Station, Napa Co, CA

Oakland Station 12 Remodel, Oakland, CA

Alameda Fire Station 5 Study, Alameda, CA

Moraga-Orinda Fire Station 43, Orinda, CA

South San Francisco Fire Station 63, South San Francisco, CA

Palo Alto Fire Station 3, Palo Alto, CA

Alameda County Fire Station 8 Study, Livermore, CA

Pope Valley Volunteer Fire Station, Napa Co. CA

Berryessa Highlands Volunteer Fire Station, Napa Co. CA

Napa Fire Station 5, Napa, CA

San Francisco International, Fire Station 3 / HQ, San Francisco, CA

Menlo Park Fire Station 1 Study, Menlo Park, CA

San Mateo Fire Station 24, San Mateo, CA

San Francisco Fire Station 48, San Francisco, CA

Tracy Fire Stations 92, Tracy, CA

Tracy Fire Stations 96, Tracy, CA



Education

Bachelor of Architecture, Roger Williams University School of Architecture, Bristol, Rhode Island

Professional Affiliations

Licensed Architect, State of California

American Institute of Architects, AIA

US Green Building Council, LEED AP



San Francisco Fire Boat 35



Napa Fire Station 5



Milpitas Fire Station 2

Brian Leonard, AIA, LEED AP | Project Manager

Shah Kawasaki Architects bleonard@skarc.com | www.skarc.com 510-379-2270

Brian has more than 20 years of in-depth architectural design experience. His portfolio includes fire stations, public safety facilities, higher education, and community center projects. Brian brings a strong design aesthetic to any project and excels in project development and construction oversight. With more than 16 fire station and public safety projects completed, Brian is considered a specialist in his field. He has a passion for sustainable design and had many LEED certified projects in his portfolio. His design expertise facilitates both functional and appropriate aesthetic for civic building.

Project Experience

San Jose Fire Station 8, San Jose, CA

San Jose Fire Station 32, San Jose, CA

Contra Costa Fire Station90, Brentwood, CA

Carneros Fire Station, Napa, CA

San Bruno Fire Station #52, San Bruno, CA

San Francisco Fireboat Station #35, San Francisco, CA

Milpitas Fire Station #2, Milpitas, CA

San Francisco International Airport Fire Station #3, San Francisco, CA (LEED Gold)

Napa Fire Station #5, Napa, CA

Moraga-Orinda Fire Station #43, Orinda, CA

Pope Valley Volunteer Fire Station, Napa, CA

Berryessa Highlands Fire Station, Napa, CA

Clovis Fire Station #5, Clovis, CA

San Jose Fire Station #19, San Jose, CA

Kentfield Fire Protection District, Kentfield, CA

San Jose Fire Station #12, San Jose, CA

Clovis Fire Station #1, Clovis, CA

San Diego Bayside Fire Station, San Diego, CA

Los Angeles Fire Station #4, Los Angeles, CA

Emeryville Police Department Modernization, Emeryville, CA

UC Berkeley Police Department Dispatch, Berkeley, CA

Golden Gate Recreation Center, Oakland, CA (LEED Silver)

UC Berkeley North Gate Hall Renovation, Berkeley, CA

UC Berkeley Giannini Hall IST Riser, Berkeley, CA

UC Berkeley UVA Admin. & Com. Center Master Plan, Berkeley, CA

UC San Francisco MRI 7T Upgrade, San Francisco, CA



Education

Bachelors of Architecture, California Polytechnic State University, San Luis Obispo, CA

Intermediate Italian, California State University, Florence, Italy

Associate of Science, Cuesta Community College, San Luis Obispo, CA

Professional Affiliations

Licensed Architect, State of California



Fairfield Fire Station 36



San Jose Fire Station 32



Residence Inn by Marriott

Daniel Dolan | Project Architect

Shah Kawasaki Architects ddolan@skarc.com | www.skarc.com 510-379-2274

Daniel is a licensed architect with 10+ years of experience in public & private mixed-use development, locally & internationally. In addition to working with diverse teams and clients around the world, his career has given him the tools to serve a wide range of needs, from city-scale planning to detailed design. His recent community engagement for Mandela Station at West Oakland Bart demonstrates his passion for engaging communities in creative and meaningful ways. The recently opened Residence Inn by Marriot in downtown Berkeley showcases Daniel's strong coordination skills facilitating collaborative communication between disciplines, resulting in elevated design solutions. Daniel takes pride in finding elegant economical solutions, while delivering an aesthetic that is both appealing and appropriate in context.

Project Experience

Fairfield Fire Station 36 & 39, Fairfield, CA

San Jose Fire Station 32, San Jose, CA

Residence Inn by Marriott, Berkeley, CA

Webster Micro Apartments, Oakland, CA

American Steel Adaptive Re-Use, Oakland, CA

Ubuntu Theater Project, Oakland, CA

Oakland Community Neighborhood, Oakland, CA

Mandela Station, Oakland, CA

Epicenter Vision Plan, Las Vegas, NV

325 7th, Oakland, CA

Roofstock 3rd Floor Expansion, Oakland, CA

Shanghai & Suzhou Villages, China

UBS Arena, Elmont, NY

Bristol Master Plan, Bristol, UK

Shops at the Ridge, Oakland, CA

City Green Mall, Gelin, China

Olembe Mixed Use Theme/Water Park, Olembe, Cameroon

Yuexing Global City, Maduanjian, China

Coliseum City Specific Plan, Oakland, CA

Wahyu Lake Master Plan, Kuala Lumpur, Malaysia

Global Harbor 5th floor addition, Shanghai, China

Genentech Vision Plan, South San Francisco, CA

Kunshan Shopping Village, Kunshan, China

Shanghai & Suzhou Villages, China

Fuxian Lake Resort and Residences Master Plan, Fuxian Lake, China



IV. References

We highly encourage you to contact our references who can candidly speak to you about what it is like to work with us.

Richard Frawley | Fire Chief

Caldwell Fire Department rfrawley@cityofcaldwell.org | 208-455-4706 Project(s): Milpitas Fire Station 2

Robb Herrick | Deputy Chief

Fairfield Fire Department rherrick@fairfield.ca.gov | 707-428-7065 Project(s): Fairfield Fire Stations 36 & 39

Charles Higueras, FAIA | Acting Director

of Project Management San Francisco Public Works charles.higueras@sfgov.org | 415-601-3923 Project(s): SFFD 35



Moraga Orinda Fire Station 43



V. Conceptual Design

As requested, we have prepared a conceptual design for the Scotts Valley La Madrona site. It is an initial idea based on our experience and demonstrates key issues we see for the project. Should you select us as your architect, we will look at several options to assure that we are proceeding with the best design that meets SVFPD requirements.

Site Plan

The site design will be one of the largest determinants of construction cost for the project. We have located the pump station per the water district drawings. Between the pump station, and the required set-backs (20 ft front and 10 ft side), we have fit a 10,405 sf fire station, a 4,000 sf administration building, (25) automobile parking spaces and (1) apparatus rear apron parking space. The parking is based on your description of the functions required for both buildings, including in-service training of personnel from the second station. The La Madrona stations (2) drive-thru bays should not be blocked.

We have provided an economical, gravity block retaining wall, averaging 2-1/2 ft in height along the edge of the fire station's 55 ft deep rear apron.

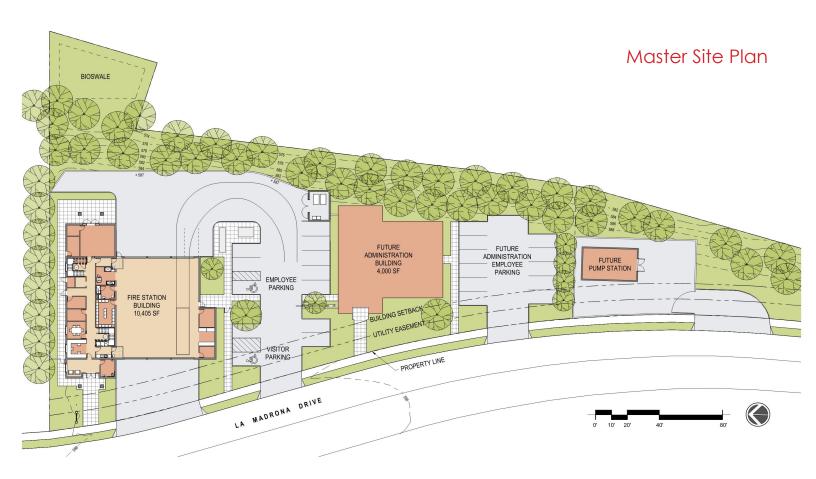
Additional features of the fire station site design include a fuel storage vault, emergency generator, trash enclosure, fitness patio, and perimeter fence with sliding security gate.

Building Configuration

In review of the building program, 70% of the program is required to be on the ground floor. This includes the apparatus bay, apparatus support, exercise room, office and MEP spaces. To avoid the extreme expense of construction on top of a tall clear-span apparatus bay, we have placed the living quarters (30% of program) on top of the apparatus support, exercise room, office and MEP spaces. Stairs and fire-poles are kept short and located to minimize turn-out time.

Health and Wellness

The design creates a safe and healthy environment for fire



personnel.

To manage and reduce contamination (carcinogens and infectious disease), the station is planned using three distinct zones. The "hot zone" is the apparatus room. The "cool zone" is the house. The "warm zone" consists of vestibules with sinks, floor grills, walk off mats and positive air pressure to reduce the migration of contaminants from the apparatus bay into the house.

Three physically separated cleaning areas are provided. NFPA 1581 section 5.6.4 states:

The designated cleaning area (Decon Rm) shall be physically separate from the disinfecting facility (Medical Rm) and laundry.

The Decon Rm is in the hot zone, the Medical Rm is in the warm zone and the Laundry Rm is in the cool zone. Sinks, mops, cleaning supplies, and the items to be cleaned are kept separate in each zone. All surfaces in the station are specified for easy clean-up and durability This includes densified and burnished concrete apparatus floors, densified and polished concrete on the interior ground floor, seamless linoleum flooring on the second

floor, terrazzo bathroom flooring, FRP wainscoting, synthetic stone shower pans and surrounds, and stainless-steel counter tops with integral sinks and drainboards.

Wellness is enhanced by the design's abundant daylight through windows, a large second floor deck off of the day room, excellent cross ventilation, and a large exercise room with fitness patio. The open plan of the day room, kitchen and dining promotes camaraderie and team building. The station is designed to be a comfortable home-away-from-home.

Essential Services

The design will not only meet the seismic requirements of structural systems, it will also comply with the architectural, mechanical and electrical requirements of the Essential Service Act. The front overhead apparatus doors support frames will be designed per ASCE 7 standards to reduce or eliminate lateral drift / damage during an earthquake.

4-fold doors can be specified for this project; however, the site is highly restrictive in depth and width. We estimate

a premium cost of between \$350K to \$400K, for the cost of the doors, the increase building size (depth and width) and the increased rear apron and retaining wall costs.

ADA

The Americans with Disability Act (ADA) protects people with disabilities from discrimination. The design complies with ADA. As required, there is (1) ADA parking stall in the secure (fire station) parking lot and (1) in the unsecure (visitor & admin) parking lot. The second floor is accessed by an ADA approved elevator, in this case a limited use, limited access elevator that costs roughly \$150,000 less than a commercial office building elevator. The kitchen has a 24" x 60" workstation (with shallow sink) at 34" in height. The workstation station is used as a coffee station when not in use by those with disabilities. All other counters, including the island, are at 36" in height to reduce back injury to the non-disabled. Electrical outlets and controls to kitchen appliances (including overhead fan) are in "reach" compliance with the ADA. The apparatus bay bathroom, the public restroom, two (of 3) dormitory bathrooms and one dorm room are ADA compliant as required.

Sustainability

The design incorporates sustainable measures that make sense for fire stations. This includes daylight and natural ventilation, materials for easy cleaning and reduced maintenance, low-water low-maintenance landscaping, and as previously discussed, health and wellness measures for station personnel. The north-east portion of the site will contain a bio-swale to hold and naturally filter the storm-water run-off from the station's roofs and aprons. Each room of the station will have independently controlled variable refrigerant flow (VRF) HVAC units. Conduit for future installation of PV panels, batteries and other energy efficient technologies are recommended.

Exterior Elevations

The retail office development to the north of the site has been designed in a craftsman style. As shown on the first page of this section, we are proposing a craftsman building with a traditional fire station red brick wainscot. We would be pleased to work with SVFPD and the community in choosing a style and a material pallet appropriate for Scotts Valley.

Construction Cost

The pre-pandemic rule-of-thumb for fire station

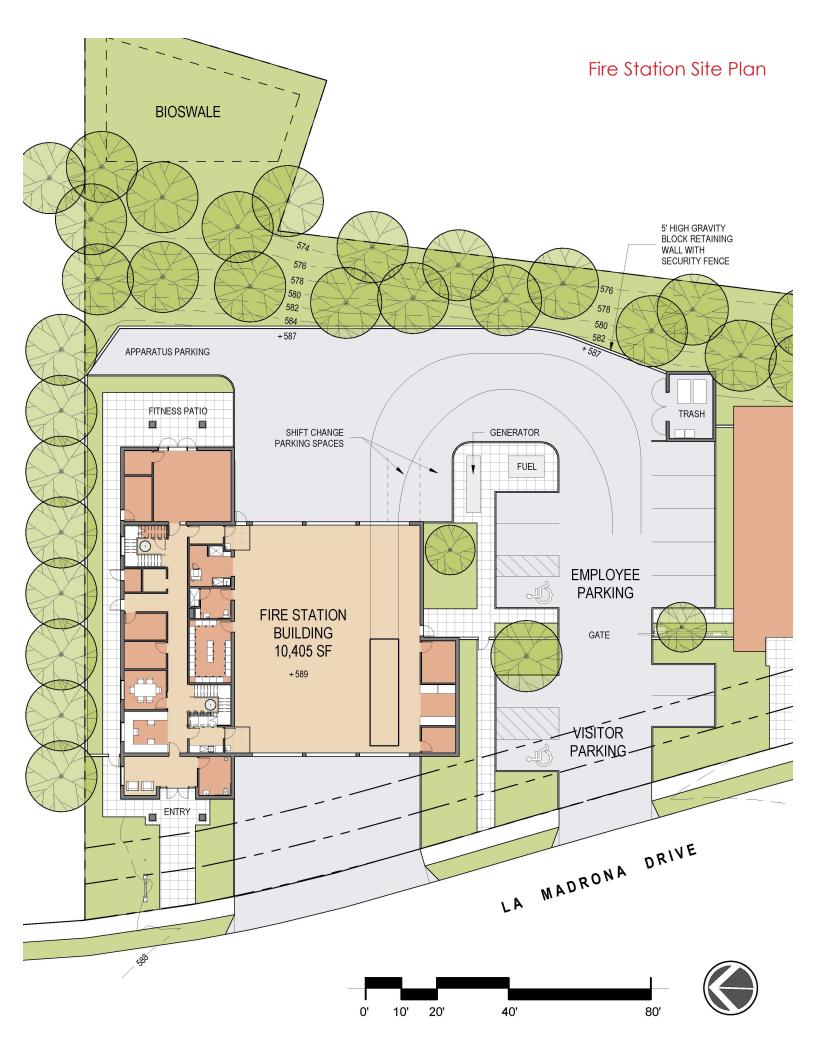
construction in the Bay Area was \$1,000 per square foot. Shah Kawasaki Architects has (6) post-pandemic fire stations in design and construction in the Greater Bay Area. Because this is our home and sole market, we have a very good idea of local construction costs. For (3) stations that we are bidding in the next 3 months, we are advising our clients to anticipate \$1,150 to \$1,250 per square foot. While construction costs are high, we are seeing numerous fire districts seek and receive voter approval of construction bonds. We are focused on designing cost-effective fire stations that are truly adored by their communities.

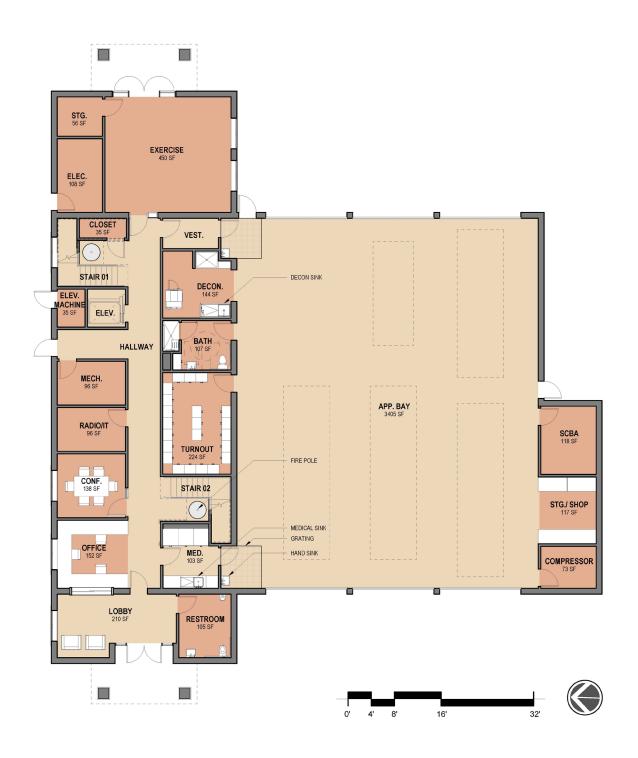


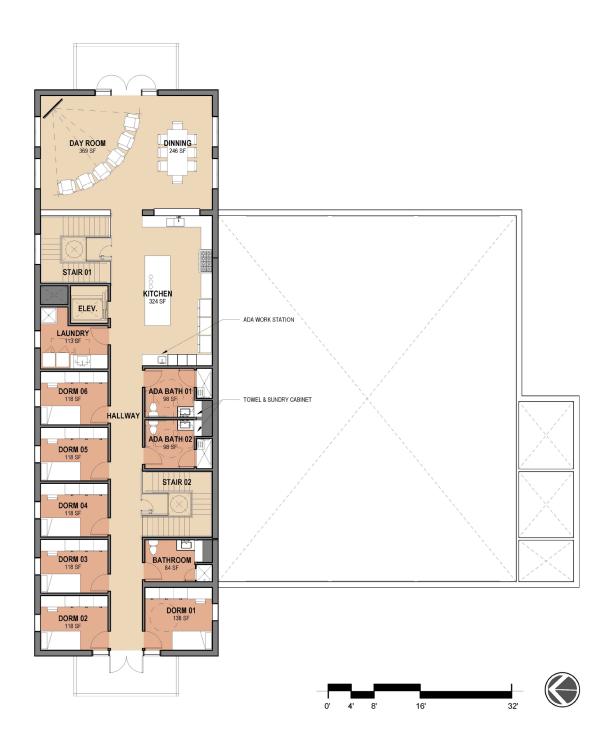
Providing fresh air, and light to exercise rooms for health and wellness is also considered a Sustainable Design Approach.

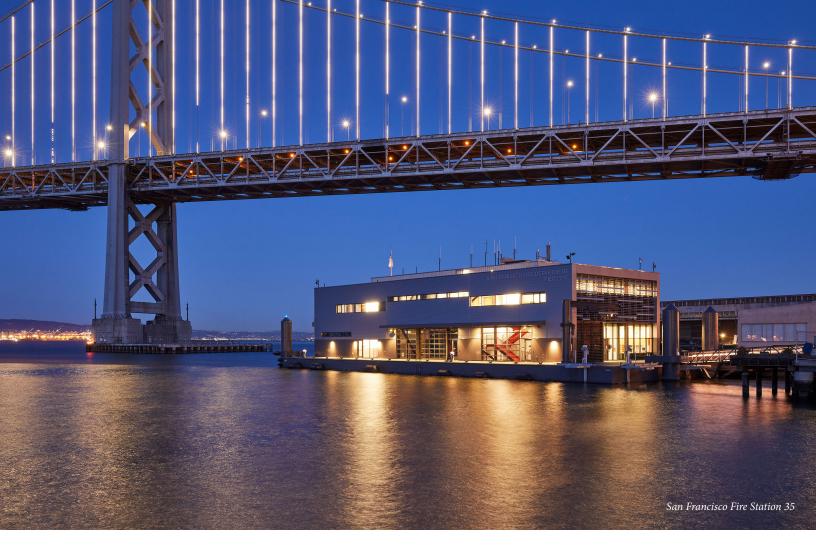


Drive-thru apparatus bays at Palo Alto Fire Station 3.









VI. Price Proposal

Shah Kawasaki Architect Inc. (SKA) is pleased to submit this proposal to the Scotts Valley Fire Protection District (SVFPD) for architectural, structural, mechanical, plumbing, electrical, civil, and landscape design services for the La Madrona Fire Station (Project). The Project consists of a 10,000 to 12,000 square foot fire station, consisting of 3 drive-thru apparatus bays, turnout rm with (21) lockers, decontamination room, apparatus bay restroom, SCBA, storage, shop area, small lobby, public restroom, office for (6) dorm rooms, (3) bathrooms, day room, kitchen, dining room, exercise/fitness room, laundry room, and MEP/IT(Radio) rooms. The Project is located on La Madrona Drive in Scotts Valley, CA (APN 021-141-20). The site program will include a minimum of 12 parking spaces, an emergency generator, diesel fuel con-vault, security fence/gates, and trash enclosure. Room is to be left on the site for a future 4,000 square foot administration building and parking.

Our design team consists of:

• Architect / Prime: Shah Kawasaki Architects

- Structural Engineer: ZFA Structural Engineers
- Mechanical/Plumbing Engineer: 3C Engineering
- Electrical Engineer: Thoma Engineering
- Civil/Landscape: Siegfried
- Cost Consultant: Directional Logic

A. SCOPE OF SERVICES

The scope of services consists of six phases of work. Unless otherwise specified, most of the pre-construction meetings will be virtual. Construction meetings are described in the CA phase.

PROGRAMMING

- Kick-off & Tour: Attend a kick-off/workshop with SVFPD to discuss roles, objectives, and work plan. Visit the site and tour SVFPD fire stations.
- Program, Budget and Schedule: Based on kick-off meeting prepare, Program, Budget and Schedule. The Program will consist of an Excel spread sheet listing the net square footage of each room, functional requirements of each room, the total net and gross square footage. Adjust Program, Budget and Schedule based on

comments and submit for SVFPD approval.

• Meetings: (2) with SVFPD.

SCHEMATIC DESIGN (SD)

- Conceptual Site Plans: Based on approved Program, Budget and Schedule prepare (3) alternative site plan approaches for review and discussion. (1) alternative will be the concept included in this proposal.
- Floor Plans: Based on a preferred site plan selected by SVFPD, prepare ground and second floor plans for review and discussion. Update the site and floor plans based on SVFPD input.
- Planning Dept and Community Meetings: Review community approvals process with Planning Staff and attend community meetings as requested by SVFPD.
- Exterior Elevations: Prepare exterior elevations compatible with Scotts Valley and local aesthetics. Review with SVFPD and adjust.
- Schematic Documents: Complete the Schematic Documents including site plan, floor plans, roof plan, elevations, building cross section, exterior material board, (1) exterior rendering, civil & landscape drawings, MEP and Structural diagrams or narratives.
- Cost Estimate: Prepare a preliminary construction cost estimate of the Schematic Documents.
- Planning Submission: Prepare and submit required documents for Planning approval including (1) exterior rendering.
- Meetings: (7) including Planning, Public and SVFPD.

DESIGN DEVELOPMENT (DD)

- Design Development Documents: Based on SVFPD's approval of the Schematic Documents, prepare Design Development Documents including site plan, floor plans, elevations, building cross section, typical wall section(s), key interior elevations, reflected ceiling plan, interior material board; structural, MEP, civil and landscape drawings; and preliminary specifications.
- Planning Submission: Attend community meetings as requested by SVFPD and adjust documents as necessary to achieve Planning approval during the DD phase.
- Building Code Requirements: Research and document Building Code requirements. Meet with the Building Department to agree on approach.
- Cost Estimate: Prepare a construction cost estimate in CSI format.
- Meetings: (6) including Planning, Public, Building and SVFPD.

CONSTRUCTION DOCUMENTS (CD)

- Construction Documents: Based on SVFPD approval of the Design Development Documents and City's approval of Planning Documents, prepare construction documents including final specifications setting forth in detail the requirements of the project.
- Building Permit: Submit drawings for a Building Permit. Allow for 4 weeks of Permit review time. Update based on Building Dept comments.
- Cost Estimate: Prepare a construction cost estimate in CSI format.
- Meetings: (6) including Building and SVFPD.

BIDDING & AWARD (BID)

- Bid Support: Attend Pre-Bid meeting and answer written RFI's through issuance of addenda. Assist in review of qualified bids.
- Meetings: (2) including Pre-Bid meeting.

CONSTRUCTION ADMINISTRATION (CA)

- Construction Support Services: Answer written RFI's, process submittals, and issue bulletins as required. Process up to (3) substitution requests.
- Meetings: Attend (60) OAC, SVFPD, or other meetings virtually. Site observation visits, and punch lists will be attended by the following parties: (20) by architect, (3) by structural engineer, (2) by electrical engineer, (3) by mechanical engineer and (3) by civil/landscape engineer. Site observation visits will be followed by site observation reports, which identify if areas of construction are not proceeding in accordance with the Construction Documents. Site observation reports are not exhaustive or continuous in nature.

B. SCHEDULE

For the purposes of preparing this proposal, we are assuming the project will proceed without delays between phases commencing with a Notice to Proceed (NTP) within 90 days of this proposal and concluding 33 months thereafter. The duration of phases is anticipated as follows:

• Programming Phase	1 month
• Schematic Phase	3 months
Design Development Phase	3 months
• Construction Document Phase	6 months
Bidding & Award Phase	5 months
• Construction Administration Phase	15 months

C. ASSUMPTIONS

- Survey and Geotechnical Engineering: SVFPD will provide surveys, and geotechnical reports/ recommendations as required for the project. The survey will need to be updated to include all utilities. The geotechnical report should be updated once SVPD approves the location of the fire station. This will likely occur mid-way through the Schematic Phase. SKA can provide the survey for an additional service of \$7,000 if desired.
- Construction Manager: SCFPD will retain a construction manager to prepare front end documents, manage the bidding process, arrange for utility connections, process change orders and pay applications, screen Contractor submittals for completeness and run the Owner-Architect-Contractor (OAC) meetings.
- Spread Footings and soil re-compaction are assumed per the geotechnical report. Drilled pier or matt foundation designs if required can be provided for an additional service.
- Submittals: Design and construction submittals (except material samples) shall be made electronically by pdf, except where hard copies are required for permits.
- Sprinkler and Fire Alarm: SKA shall prepare performance specifications to enable the General Contractor to bid these systems as design-build (deferred submittals).
- Telecom Backbone: Telecommunication (alert/PA, IT, phone, AV, security) design and installation shall be by SVFPD vendors, however, SKA shall provide conduit routing based on vendors marked up locations.
- Exclusions: The following services can be provided as an additional service: FF&E design, joint trench design, off site utility work other than the immediate street frontage.
- Generator: Assumes generator with manufacturers sound attenuation is sufficient, and that manufacturers data is sufficient for Permit. Built-up enclosures and/ or acoustical engineering analysis can be provided as an additional service if required.
- CEQA: It is assumed that the project is approved in accordance with CEQA and there are no mitigation requirements affecting the project's design.
- Excessive Submittal Reviews: Should the Contractors submittals require more than 20% to be reviewed twice or 5% to be reviewed three times, the Contractor will be responsible to pay SVFPD for SKA's additional services. SKA shall not review submittals four or more times.
- Contractors Construction Errors: Should the Contractor make a construction error that requires SKA to review corrective measures, the Contractor will be responsible to pay SVFPD for SKA's additional services.

- Project Changes: During the Programming Phase, SKA shall assist SVFPD in refining the needs of the project. Should the project change by more than 5% between phases or 10% in aggregate, additional service compensation shall be considered.
- Project Holds and Delays: The proposed fees are based on the above schedule. If for reasons beyond SKA's control, the project is delayed by more than 10%, SVFPD will be responsible for the costs including labor rate escalation.
- Sustainability: The project will be sustainably designed equal to or exceeding a typical fire station. It is not anticipated that the project will be LEED certified, all-electric, or net zero carbon (NZC).
- Photovoltaic System Design is not included in the Scope of Work, however providing a "solar ready" area is included.
- Phasing: It is assumed all of the work will be bid as a single phase of construction, with the exception that an early grading and soil re-compaction phase may occur.
- Commissioning agents if required will be by SVFPD.

D. COMPENSATION

Shah Kawasaki Architects proposes to be compensated a fixed (lump sum) fee of \$1,277,992. Billing will be monthly based on a percentage of completion for the following phases of work:

• Programming	\$35,000
Schematic Design	\$207,591
• Design Development	\$235,154
 Construction Documents 	\$438,745
• Bidding & Award	\$31,641
• Construction Administration	\$329,861

Expenses are included in SKA's fixed fees, however submittals shall be electronic with the exception of Planning and Building department submittals, and community presentation boards.

Scotts Valley Fire Protection District | Scotts Valley CA

LA MADRONA FIRE STATION PROJECT





MARCH 1, 2023.

Ronald Whittle, Fire Chief Scotts Valley Fire Protection District 7 Erba Ln, Scotts Valley, CA 95066



ARCHITECTURAL DESIGN SERVICES FOR THE LA MADRONA FIRE STATION FACILITY

The development of the new La Madrona fire station will be a key component to the public safety mission of Scotts Valley Fire Protection District and a key public safety resource. BRW Architects is thrilled to have the opportunity to establish a successful working relationship with you and other District representatives in developing this facility.

BRW Architects has designed over 150 public safety facilities, with over 72% of the projects from repeat clients. We are focused on service and enjoy sharing our specialized knowledge. While BRW has broad public safety experience, covering a full range of programming, design, and construction administration services, we start every project the same way - by listening to our client's operational needs, preferences, and vision. BRW accomplishes these goals through good value, collaborative problem solving, consensus building, and good communication. PART 1 includes, the proposed project team. PART 2 is a confirmation of our understanding of the operational and space requirements. We implemented this Project Understanding to develop the Estimated Budget in PART 3.

The enclosed describes the background and experience of our design and technical team. I would like to take this opportunity to introduce a few key aspects specific to our team and approach.

INNOVATIONS AND IDEAS

In this proposal, we provide a comprehensive Project Understanding programming demonstrating the O.P.U.S. needs analysis, component designs, estimated area calculation, and a design concept. All this is to demonstrate our approach and ideas to achieve the BEST VALUE for the available funds. Our immersion in public safety design has yielded more insights that can fit into this presentation, I hope we get the chance to further present our hard-won experiences and successful solutions.

DEDICATION TO THE PUBLIC SAFETY INDUSTRY

In PART 4, we provide an overview listing of the range of BRW fire station experience. This is followed by four fire station projects completed by myself and our San Francisco based team. The first is Scotts Valley Station 2 completed in 2000. In selecting these few relevant projects, a common concept comes through, we truly enjoy the variety and challenge in funding solutions and serving the public safety needs of the community.

A COMPREHENSIVE AND FOCUSED APPROACH

BRW is a firm dedicated to providing public safety design services with a reputation of delivering quality projects on time and within budget. We have developed a comprehensive design and management system tailored for the public safety industry. I sincerely believe that our systems organization, speed, and hands-on focus set us apart. If selected, I will serve as the project leader and the primary contact. I have dedicated the past thirty-five years as architect and project leader for multiple public safety projects throughout Northern California. BRW is prepared to dedicate our resources to get started immediately. I look forward to the opportunity to further present our team and ideas.

We are **FOCUSED ON WHAT MATTERS** and we are ready to begin!

F. CHRISTOPHER FORD, AIA

Principal

T: 415.79.2670 | E: cford@brwarch.com

1620 Montgomery Street, Suite 320 San Francisco, CA 94111



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PART 01 PROJECT TEAM

ABOUT BRW.



Established in 1984, Brown Reynolds Watford Architects, Inc. (BRW) is a 140-person architectural and planning firm serving clients throughout the United States. Headquartered in Dallas, Texas, with four offices, including San Francisco. we focus on clients in Texas and Northern California. Our primary focus is supporting civic, federal, state, county, and municipal clients; these project types comprise 80% of our work.

Principal F. Christopher Ford, AIA, leads the San Francisco office. Mr.Ford has spent the past twenty-four years working in the Bay Area on public safety, municipal, and federal projects, including the Scotts Valley Station 2 in 2000. The SF studio has eight full-time staff, including two licensed architects. Our current portfolio is an egual mix of city and county municipal, public safety, and federal (USPS) projects. We use Microsoft Office, AutoCAD/REVIT, technical specifications, best practice standards, and a firm-wide layout standard for all design and production for all of our work.

BRW's design process is comprehensive yet flexible; we support responsible decision-making and strive to build consensus among project stakeholders. We help you develop and articulate sensible strategies and project priorities, which leads to responsible budgeting. If needed, we can work with you to create phased implementation plans - we understand how to balance economic realities with project needs. We are committed to a collaborative process where we listen and communicate with you; it is as vital that we understand your needs as you know our services.

Our core beliefs and process have led us to over 85% repeat business, year over year. We have the experience and follow-through that you can rely on. We strive to create symbols of civic pride that capture each community's unique spirit, and we do this will providing good financial value and meeting operational needs. Our success in the industry is illustrated by our successful completion of over 150 fire station projects.

Your facility will endure as an admired civil structure and community asset for years to come.

PRIMARY CONTACT

F. Christopher Ford, AIA Project Principal | Project Manager T: 415.749.2670 | E: cford@brwarch.com

OFFICE LOCATIONS

San Francisco (Office Responsible for RFP) 1620 Montgomery St., Ste 320 San Francisco, CA 94111 T: 415.749.2670 | F: 415.749.2672

Dallas (Headquarters) 3535 Travis Street, Ste 250 Dallas, TX 75204 T: 214.528.8704

College Station 175 Century Square Dr., Ste 350 College Station, TX 77840 T: 979.694.1791

Houston 4501 Magnolia Cove Dr., Ste 250 Houston, TX 77345 T: 281.361.3800



CHRIS
FORD
AIA
PROJECT PRINCIPAL | MANAGER
BRW Architects

Mr. Ford's experience has included all phases of professional services in architecture. Throughout his various roles, he has specialized in municipal buildings, office structures, community service, and public safety facilities. Mr.Ford's project management specialties include programming, cost estimation, construction contract administration, and field inspection. Chris founded C3 Design Alliance in 1998, and in 2010, C3 Design Alliance merged with BRW Architects. Chris is now a Principal and Director of the San Francisco office.



State of California Registration: C17552



39 Years in Architecture



California Polytechnic State University Bachelor of Architecture





JAMES
HALIBURTON
AIA
PROJECT ARCHITECT
BRW Architects

Dr. Haliburton is a Project Manager and Director at BRW San Francisco. He has a diverse architectural background ranging from carpentry and construction to teaching, research, and practice. With extensive experience in designing a range of publicly funded project types including educational and civic, James brings a breadth of experience and a depth of architectural knowledge to every project. He thrives on the challenge of working with a team to uncover, simplify, blend, and deliver architecture that is client driven, user focused, environmentally conscious, beautiful, and economically effective.



State of Texas Registration: #20869



39 Years in Architecture







MEGAN
ZHANG
PROJECT COORDINATOR
BRW Architects

Ms.Zhang is a project designer at BRW Architects with experience in a variety of community-oriented projects, including mixed-use multifamily, public libraries, and community centers. She has worked on projects from schematic design through construction documents and into construction administration. Megan speaks fluently in both English and Chinese. Having to work closely with consultants, Megan has a keen understanding of project coordination, cohesive design and team collaboration.





6 Years in Architecture





BJORN
MYRUM
LEED AP
PROJECT COORDINATOR
BRW Architects

Mr. Myrum possesses a diverse background in construction and design, as well as artistic design in various media. Bjorn is eminently skilled in the technical side of architecture, well-versed in current software trends and capable of producing complicated construction documents. He has experience in construction administration and building condition surveying in a variety of building types and worked on various historic preservation and renovation projects throughout his career. With a focus on community and culture, he utilizes a critical eye toward the aesthetic and sustainability aspects of facility design.





19 Years in Architecture





PART 02 PROJECT UNDERSTANDING

Investigation and Programming Process The OPUS System

Keys to starting a successful public safety facility project as presented by Chris Ford at the 2017 CalFire Conference

"Opus.... any artistic work, especially one on a large scale"

OPUS

O: OPERATIONS

P: PERFORMANCE

U: USERS S: SITE

OPERATIONS

Current understanding of the primary mission of the facility and how will it fit into the comprehensive public safety infrastructure?

- Workspace, exercise, and living quarters for up to five crew members
- Two engines, a water tender, and a BC vehicle
- · Storage and support equipment
- · Accommodations for a future admin HQ
- · Firefighter personnel parking
- Visitor parking and public access

PERFORMANCE

Beyond the mandated safety and code requirements, the anticipated performance standards regarding the durability, security, energy efficiency, maintenance, and flexibility:

- Essential service / 1.5 importance factor structural design
- · Redundancy: emergency power and communication systems
- Resilience: interior and exterior construction
- High energy efficiency
- Future growth

USES | SPACE USE | POTENTIAL USERS

Initial understanding of the primary public safety operation, secondary, interim, or future facility uses:

- · Fire / Public Safety Operations
- Public Visitors / Emergencies
- School tours

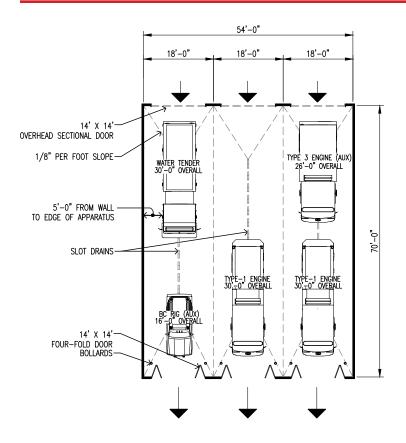
SITE

The initial picture of the capacities, opportunities, and constraints of this site, as well as an understanding of the potential mitigation strategies that may be required to achieve the project goals.

- 1.35 Acres on a wedge shaped site
- · Response driveway onto La Madrona
- Return driveway off La Madrona
- · Municiple water utilities easement to the south
- Site is restricted by steep slope and mature trees the east
- Utilities are adequate and avaliable in La Madrona Drive



A-1 | APPARATUS BAY



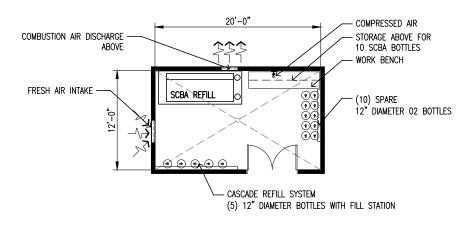
FUNCTION + OPERATIONS

- (4) Apparatus and (1) BC Vehicle
- Spare Hose Storage
- Tarp Hanging

EQUIPMENT + FURNISHINGS

- 14 x 14 doors-front and back
- Door controls
- Tailpipe exhaust
- Compressed air for tire/brake fill
- Ceiling-mounted coiled power cords with Kusmal receptacles
- Trench drains
- Convenience outlets
- WiFi and data ports
- notification speakers and lights
- Ice machine
- · Vending machine

A-2 | SCBA / O2 REFILL



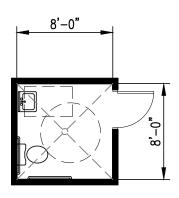
FUNCTION + OPERATIONS

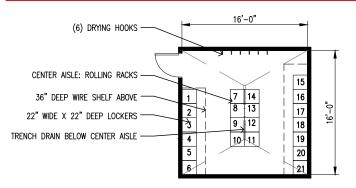
- SCBA refill and tank storage
- Spare Tanks
- O2 Cascade

- SCBA unit
- SCBA tank storage rack
- Venting and intake outside air
- O2 tank storage
- Workbench with compressed air

A-3 | APP. BAY RESTROOM

A-4 | TURNOUT STORAGE





FUNCTION + OPERATIONS

 Single occupancy restroom adjacent to the apparatus bays

EQUIPMENT + FURNISHINGS

Standard ADA compliant toilet fixtures and accessories

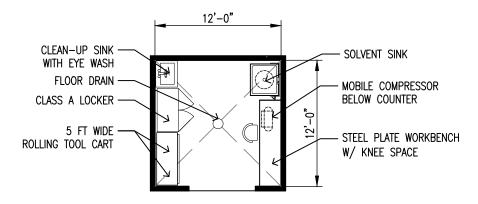
FUNCTION + OPERATIONS

- Store turnouts
- Store rain gear and brush bags
- Store out-of-county bags

EQUIPMENT + FURNISHINGS

- 21) turnout lockers
- Wire rack shelf above for specialty gear
- Lockable with name plates
- Floor drains

A-6 | WORKSHOP / TOOL ROOM

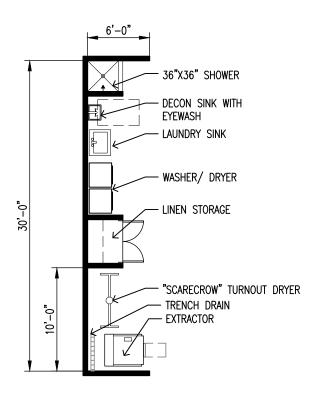


FUNCTION + OPERATIONS

- Workshop directly off the app. bays
- Repair of tools at workbench
- Storage of tools
- Clean up sink
- Storage of Haz. mat. clean-up materials
- Part storage
- Paint supplies

- Flammable liquid storage Class A locker
- Tool storage carts
- Workbench
- Vice and grinder
- Drill press
- Wall mounted sink with eye wash
- Portable battery charger
- Portable compressor

A-8 | DECONTAMINATION ALCOVE



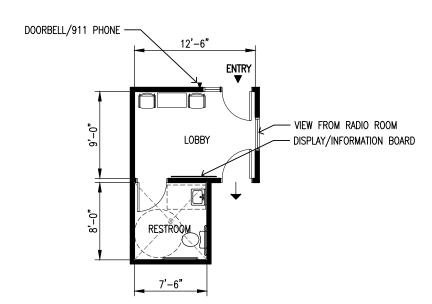
FUNCTION + OPERATIONS

- Clean-up
- Decontamination
- Turnout cleaning
- Turnout hanging and drying
- Standard laundry
- Linen storage

EQUIPMENT + FURNISHINGS

- Deep sink with hands-free controls, eyewash station, and sideboard
- Shower
- Turnout extractor
- Residential washer and dryer
- Landry sink and counter
- Linen/towel storage cabinet
- Turnout dryer

B-1 | FIRE STATION LOBBY AND PUBLIC RESTROOM



FUNCTION + OPERATIONS

- People with questions
- People that need to use the bathroom
- People with minor medical needs
- People with major medical needs
- School tours
- Deliveries
- Access to public restroom

- Front desk and counter
- Elevator and elevator equipment room
- Chairs for visitors
- 911 phone outdoors
- Doorbell with camera
- Standard ADA compliant toilet fixtures and accessories

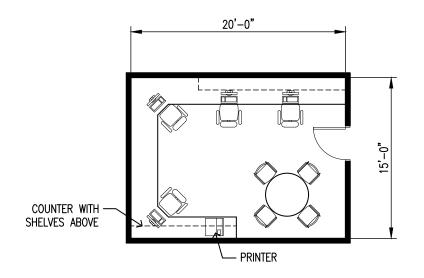
B-3 | CAPTAIN'S / PARAMEDIC OFFICE

FUNCTION + OPERATIONS

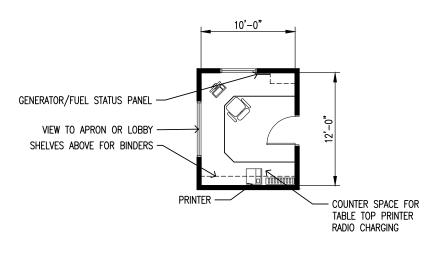
- Workspaces for three captains and a paramedic
- Personnel meetings/reviews
- Layout space for plans or binders
- Video conferencing

EQUIPMENT + FURNISHINGS

- (4) Workstations
- Meeting table and chairs
- File cabinets
- Computer
- Phones
- Fax
- Printer



B-3 | RADIO ROOM

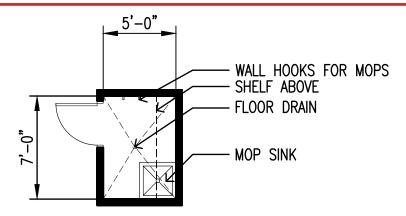


FUNCTION + OPERATIONS

- Workstation
- Radio and comm. equipment controls
- Fuel monitoring station
- Generator monitoring station
- Recharge handheld equipment

- Built-in workstations with upper cabinets
- File cabinets
- Dispatch computer with UPS
- Department computer
- Printer
- Department phone
- Charging stand for radios
- Fuel monitoring panel
- Generator monitoring panel
- Base radio

B-11 | CUSTODIAL CLOSET



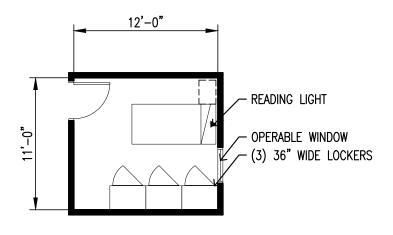
FUNCTION + OPERATIONS

- Mop sink and storage
- Supply storage

EQUIPMENT + FURNISHINGS

- Floor sink
- Wall sink
- Shelving
- Wall hooks for mop

F-2| FIREFIGHTER SLEEPING QUARTER



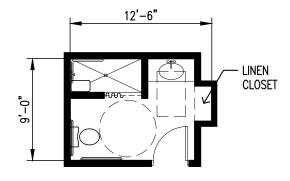
FUNCTION + OPERATIONS

- Sleeping in individual rooms
- Storage of linens
- Storage of clothes/uniforms
- Storage of books

EQUIPMENT + FURNISHINGS

- Side table
- Reading light
- (1) Standard bed
- (3) Wardrobe lockers
- Ceiling fans
- Platform beds

F-5| FIREFIGHT RESTROOM



FUNCTION + OPERATIONS

- (3) unisex restrooms
- Towel storage
- Toilet kit cubbies

- Toilet
- Shower
- Lavatory
- Supply cabinet / lockers

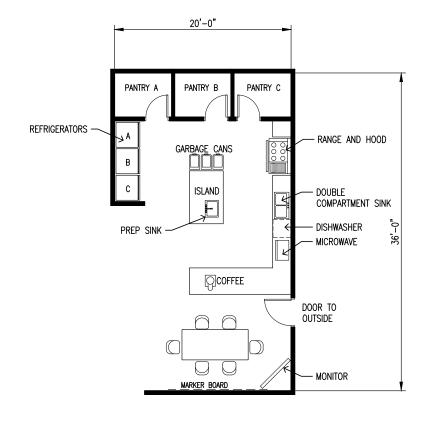
F-6 | KITCHEN AND DINING

FUNCTION + OPERATIONS

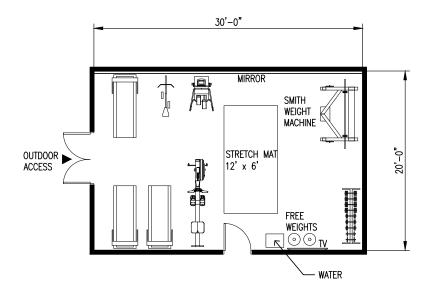
- Individual cooking
- · Cooking of shared meals for groups
- Clean-up
- Pantry and refrigerator restock
- Adjacent to exterior patio with grill
- Eating at a shared table open to kitchen
- Shift change meetings
- Video conferencing

EQUIPMENT + FURNISHINGS

- (3) refrigerator(s)
- (1) standard height deep sink with disposal
- (1) accessible height prep. sink
- Commercial range with oven
- Class 1 hood
- (3) refrigerators
- (3) individual pantries
- (1) microwave
- (1) dishwasher
- (3) Individual narrow cans for garbage, compost, and recycling
- Rectangular table with room for (6) chairs
- Table and chairs
- Marker board
- Wall-mounted monitor



F-7 | FITNESS ROOM

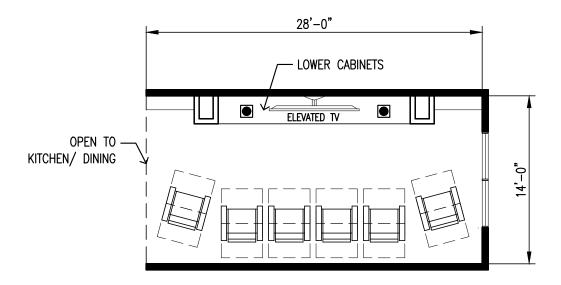


FUNCTION + OPERATIONS

- Aerobic exercise space
- Floor area for stretching
- Weights and weight machine

- (3) treadmills
- (1) Stairmaster / elliptical
- (1) rowing machine
- (1) Smith machine
- (1) stationary bike
- Free weights / dumbbells
- Drinking fountain
- Mirrors
- TV
- Water Dispenser
- Ceiling fans

F-9 | DAY ROOM



FUNCTION + OPERATIONS

- TV viewing
- Training Meetings

- TV with DVR
- TV storage cabinet
- (6) Recliners
- Game table and chair
- Training materials shelving
- Ceiling fans

AREA CALCULATION

Group A: Apparatus and Support

Space Use Description	Space Name	Quantity		Dimensions		Area
A-1	Apparatus Bays	3	18	Х	70	3,780
A-2	SCBA/O2 Refill	1	12	Х	20	240
A-3	Firefighter Restroom	1	8	Х	8	64
A-4	Turnout Storage	1	16	Х	17	272
A-6	Workshop/Tool Room	1	12	Χ	12	144
A-8	Decontamination Alcove	1	6	Χ	30	180
Utility	App. Bay Storage/Equipment	2	6	Х	12	144

Subtotal of GROUP A Spaces: 4,824

> 10% added for circulation: 482

Estimated Total for Group A: 5,306

Group B: Operations

			ı	r	1	1
Space Use Description	Space Name	Quantity		Dimensions		Area
B-1	Lobby	1	10	Х	12	120
B-1	Public Restroom	1	8	Χ	8	64
B-2	Captain's / Paramedic Office	1	15	Χ	20	300
B-3	Radio Room	1	10	Χ	12	120
B-11	Custodial Closet	1	5	Χ	7	35
Utility	Server Room	1	8	Х	10	80
Utility	Electrical Room	1	5	Χ	10	50

Subtotal of Group B: 769

20% added for circulation: 154

Estimated Total for Group B: 923

Group F: Living Quarters

Space Use Description	Space Name	Quantity		Dimensions		Area
F-2	Firefighter Sleeping Quarters	6	11	Х	12	792
F-5	Firefighter Restrooms	3	13	Χ	9	351
F-6(A)	Kitchen	1	16	Х	20	320
F-6(B)	Dining	1	12	Χ	16	192
F-7	Fitness Room	1	20	Х	30	600
F-9	Day Room	1	14	Х	28	392

Subtotal of Group F: 2,647

20% added for circulation: 529

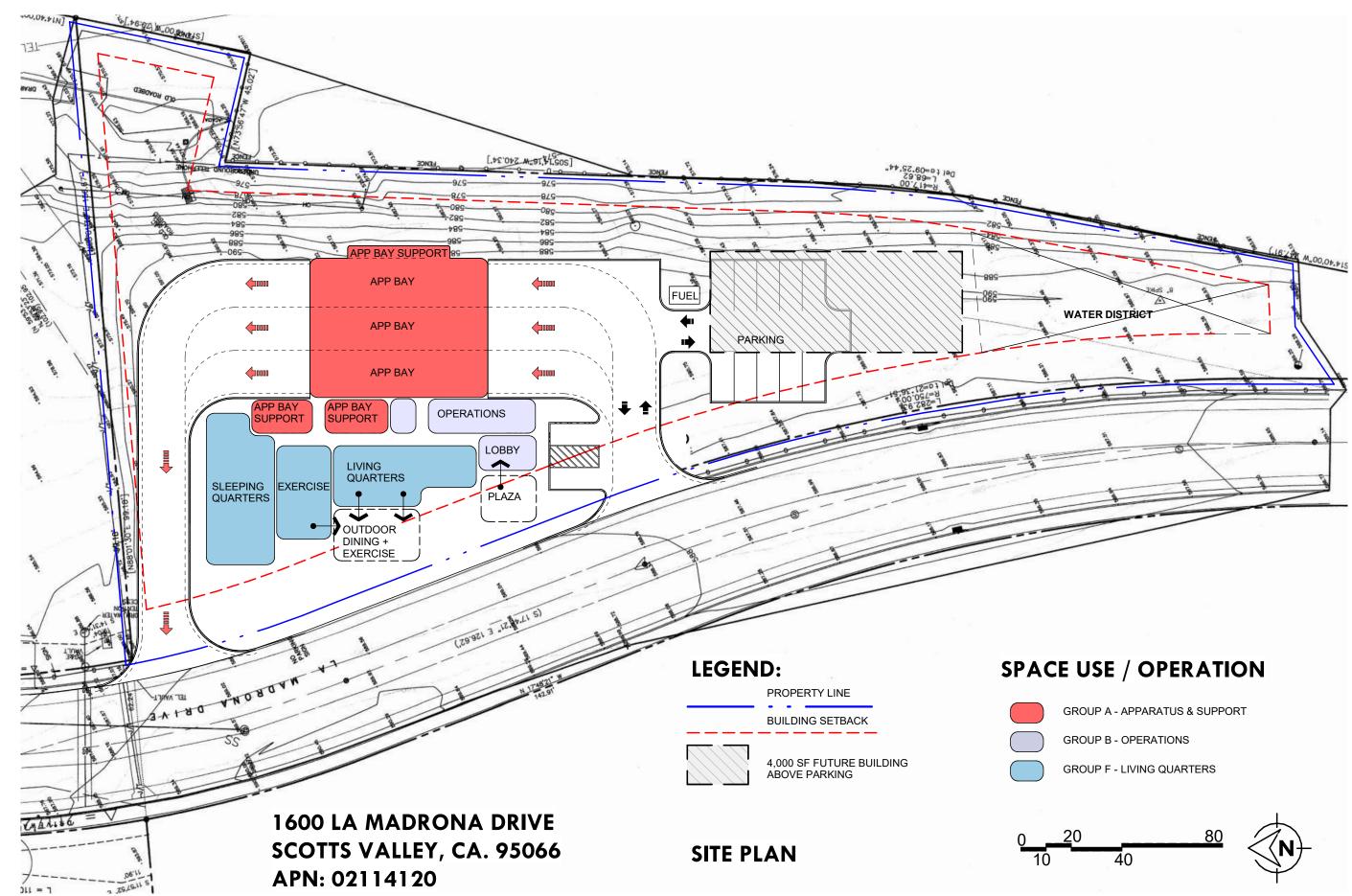
Estimated Total for Group F: 3,176

INTERIOR SPACE TOTAL: 9,406(NET)

BUILDING TOTAL (add 10% for structure): 10,346(GROSS)

CONCEPTURAL SITE PLAN

PART 02 - PROJECT UNDERSTANDING



ELEVATION AND MASSING STUDY

PART 02 - PROJECT UNDERSTANDING













13 BRW ARCHITECTS SCOTTS VALLEY FIRE STATION FACILITY PROJECT 13



ARCHITECTURAL DUTIES AND COSTS

PROJECT APPROACH

APPROACH

At BRW, we approach each project as a unique set of circumstances and challenges, and this potential station site is certainly no exception. In addition, we took the history of budget struggles and community support to heart. In response, we have developed a solution that focuses every dollar to construct the building and support the firefighter operations. This "first pass" design is formulated to avoid the likely exorbitant costs, extra time, and unknown mitigation measures, that could result from trying to expand the usable land toward Hwy 17.

OUR APPROACH:Work with the land that is available.

THE RESULT: We have developed a solution that is slightly less than conventional, and most likely a clear contrast to the other proposals you will receive. We hope the District gives the concept careful consideration.

DESIGN PRINCIPALS



OPERATIONS

BRW's design philosophy allows us to accomplish our Owner's objectives by creating a collaborative process that encourages communication and understanding. We integrate our experiences on past projects without being constrained to design preconceptions. We embrace design innovation while staying true to our Owners' programmtic and symbolic goals. We aim to ensure that all participants have an understanding of the process, systems, and spaces.



ADDRESSING OPERATIONAL COSTS

Long-term maintenance and utility costs can be become a significant financial impact. The following design strategies can help reduce these costs:

- Highly effciency mechanical systems reduce utility costs
- Optimal solar orientation reduces heat and cooling loads
- Durable interior fnishes such as sealed concrete or LVT flooring will not need to be replaced or maintained as often as carpet.



VALUE DRIVEN

BRW Architects' civic projects are designed to maximize value to you with durability and efficiency, while fulfilling each of your architectural aspirations. We help you get the highest value through creative planning and making decisions that leverage your resources.



SUSTAINABLE

BRW Architects provides cost effective, practical, sustainable solutions that benefit the environment. We research and develop ideas and tools for high performance, sustainable, and regenerative architecture. These tools reduce operating costs, increase productivity and learning, and help protect the environment.



INNOVATIVE

BRW Architects is dedicated innovation in architecture. We believe in constantly evaluating, questioning, and discovering to achieve superior, ontarget solutions. Building on our belief that innovative architecture must include not only beauty and functionality, but also practicality, efficiency, and responsibility.



DESIGN FLEXIBILITY

Our facilities leave a thumbprint that is unique to the community. We are skilled at not only seeing the Big Picture but also at recognizing the details that really make a difference. We understand that every project has specific needs and variables that require a cutomized level of service to address, refine and assure the quality of the solution.

ARCHITECTURAL DUTIES

Project Management

- Team Communications
- Budget Management
- · Schedule Tracking
- · Agency and Public Presentations
- · Status Reports
- Prime Contract (with SVFD)
- Sub-contracts (design and engineers)

Technical - Architectural

- Construction Documents
- Product Specifications
- · Project Manual
- Utility Coordination
- Permitting

Bidding

- · Bid Documents
- Bid Meetings
- · Clarifications and Addendums
- · Bid Review

Due Diligence and Design

- Operations and Space Needs Report
- Site Analysis
- · Utility research
- · Facility Design
- · Furnishings and Equipment Coordination

Technical - Engineering

- Geotechnical
- Civil
- Structural
- Mechanical
- Electrical / Fire Alarm
- Plumbing
- · A/V and Communications

Construction Support

- · Progress Reviews and Field observation Reports
- Submittal and Shop Drawing Review
- Response to Contractor Questions and Changes
- · Interface with Building Inspector
- Coordination of Special Inspections
- · Completion Review / Punchlist
- · Warranty Review and Certifications

BUDGET

A. Site Improvements and Utilities	QUANT	UNIT	Budget Cost	Budget Total
Rough Grading/Pad Prep	38,000	SF	15.00	\$570,000
Apparatus aprons and drive lanes	11,000	SF	17.00	\$187,000
Parking lots and walkways	2,700	SF	12.00	\$32,400
Water service (fire and domestic)	1	LS	20,000.00	\$20,000
Storm Drain / bioretention	1	LS	30,000.00	\$30,000
Sanitary Sewer Service	1	LS	15,000.00	\$15,000
Gas Service	1	LS	15,000.00	\$15,000
Electrical Service and Site Lighting	1	LS	30,000.00	\$30,000
Trash Enclosure	1	LS	10,000.00	\$10,000
Fencing and Motorized Gate	1	LS	40,000.00	\$40,000
		Site In	nprovement Total:	\$949,400
B. Building	QUANT	UNIT	Budget Cost	Budget Total
Building Structure	10,346	SF	120.00	\$1,241,520
Exterior Enclosure and Openings	10,346	SF	75.00	\$775,950
Interior walls, doors, cabs, finishes	10,346	SF	90.00	\$931,140
MEP (NIC sprinklers)	10,346	SF	85.00	\$879,410
		Buildi	ng Subtotal:	\$3,828,020
C. Special Systems and Equipment	QUANT	UNIT	Budget Cost	Budget Total
Generator and ATS	1	LS	120,000.00	\$120,000
Fuel Tank and Pump	1	LS	40,000.00	\$40,000
Sprinklers and Fire Alarm	10,346	SF	10.00	\$103,460
Notification, Comm., and IT Systems	10,346	SF	5.00	\$51,730
Tailpipe Extraction	3		30,000.00	\$90,000
4-fold App. Bay Doors (response side)	3	EA	75,000.00	\$225,000
Coiling App. Bay Doors (return side)	3	EA	28,000.00	\$84,000
Gear Grid Lockers	21	EA	400.00	\$8,400
Kitchen equipment (NIC REF.) / ice machine	1	LS	30,000.00	\$30,000
Special Systems and Equipment Subtotal:				\$752,590
TOTAL Direct Construction (A+B+C) Cost:				\$5,530,010

PART 03 - ARCHITECTURAL DUTIES AND COST

D. Contingencies and Contractor Costs

Construction Contingency (10%): \$553,001 Bonds and Insurance (3%): \$165,900 Contractor General Conditions (8%): \$442,401 Contractor Overhead & Profit (6%): \$331,801 TOTAL Construction Budget: \$7,023,113

G. Fees and Services

A/E Fees-Programming and Due Diligence	\$30,000
A/E Fees-Schematic Design	\$140,462
A/E Fees-Final Design and Permitting	\$421,387
Topo and Civil Engineering Fees	\$120,000
A/E Fees-Construction Support	\$140,462
Geotechnical Investigation and Report	\$12,000
Professional Fees-Owner Rep. (4%)	\$280,925
Professional Fees-Inspection and Material Testing (1%):	\$70,231
Building Permits (1%):	\$70,231

TOTAL Fees and Services: \$1,285,698

Total Project Budget: \$8,308,811



QUALIFICATIONS AND PROJECT EXPERIENCE

FIRE STATION EXPERIENCE

NORTHERN CALIFORNIA

- Scotts Valley Fire Station No. 2
- Alameda Fire Station No. 3 & EOC
- Calistoga Fire Station No. 1
- Ceres Fire Station No. 4
- Point Reyes Fire Station
- Sacramento Fire Station No. 14
- Pajaro Valley Fire Station Headquarters
- Patterson Fire Station No.2 & Training
- Salida Fire Protection District Station No. 2

- Southern Marin Fire Station No.4
- Southern Marin Fire Station No.9
- Throckmorton Ridge Fire Station

NATIONAL

- Addison Fire Station No. 1
- Aldine Fire Station No. 21
- Aldine Fire Station No. 11
- Arlington Fire Station No. 17
- Austin Fire Station No. 46 & EMS
- Baytown Fire Station No. 6
- Beeville Central Fire Station
- Belton Central Fire Station
- Belton Fire Station No. 2
- Benbrook Fire Station No. 1
- Brenham Fire Station No. 2
- Brownwood Fire Station No. 1
- Bryon Fire Station No. 5
- Burnet Central Fire Station No. 1
- Canyon Lake Fire/EMS Station No. 1
- Canyon Lake Fire EMS Station No. 4
- Canyon Lake Fire EMS Station No. 5
- Canyon Lake Fire EMS Station No. 6
- Cedar Hill Fire Station No. 211
- Cedar Hill Fire Station No. 213
- Cedar Hill Fire Station No. 214
- Cedar Park Fire Station No. 4
- Cedar Park Fire Station No. 5
- Celina Fire Station No. 1 & EOC
- Celina Fire Station No. 2
- Celina Fire Station No. 3
- Clute Fire/EMS Station No.1.
- College Station Fire Station No. 2
- College Station Fire Station 3
- College Station No. 5
- College Station Fire Station No. 6
- Conroe Fire Station No. 4
- Coppell EOC/Life Safety Park
- Dallas Fire Station No. 10
- Dallas Fire Station No. 32
- Dallas Fire Station No. 33
- Desoto Fire/Rescue Station No. 261
- Flower Mound Fire Station No. 7
- Fulshear Fire Station No. 1
- Galveston Central Fire Station
- Georgetown Fire Station No. 5 & Training

- Georgetown Fire Station No. 6
- Georgetown Fire Station No. 7
- Grapevine Fire Station No. 1
- Grapevine Fire Station No. 2
- Grapevine Fire Station No. 3
- Grapevine Fire Stations No. 4
- Horizon City Fire Station No. 5 & Training
- Houston Fire Station No. 67
- Houston Fire/EMS Station No. 8
- Huntsville Fire Station No. 1
- Irving Fire Station No. 12
- Katy Fire Station No. 1
- Katy Fire Station No. 2
- Katy Fire Station No. 3
- Klein Fire Station No. 3
- Klein Fire Station No. 8
- Kyle Fire Station No. 1
- Leander Fire Station No. 2
- Leander Fire Station No. 4
- Lewisville Fire Station No. 2
- Lewisville Fire Stations No. 3
- Lewisville Fire Station No. 6
- Lewisville Fire Station No. 7 Lewisville Fire Stations No. 8
- Little Elm Fire Station No. 3
- Los Fresnos Fire Station No. 1 & EMS
- Mesquite Fire Station No. 4
- Montgomery Fire Station No. 34
- New Braunfels Fire Station No. 1
- Orange Fire Station No. 1
- Parker County EMS Station
- Pearland Fire Station No. 1
- Pearland Fire Station No. 2
- Pearland Fire Station No. 3
- Plano Fire Station No. 1
- Ponderosa Fire Station No. 61
- Ponderosa Fire Station No. 62
- Ponderosa Station No. 63
- Port Arthur Fire Station No. 4

Red Oak Central Fire/Police Station

Richardson Fire Station No. 1

- Richardson Fire Station No. 3
- Richardson Fire Station No. 4
- Richardson Fire Station No. 5
- Richardson Fire Station No. 6
- Richmond Fire Station No. 1
- Richmond Station No. 2
- Roanoke Fire Station No. 1
- Rockwall Fire Station No. 2
- Rosenberg Fire Station No. 3
- Sachse Fire Station No. 2
- San Marcos Fire Station No. 4 Schertz Fire Station No. 3
- S. Montgomery County Fire Station 1
- S. Montgomery County Fire Station 4
- South Padre Island Fire Station No. 1 &
- Spring Fire Station No. 75
- Spring Fire Station No. 74
- Spring Branch Fire & EMS Station No. 4
- Stafford Fire Station No. 2
- Stephenville Fire Station No. 2
- Sugar Land Fire Station No. 7
- Trophy Club Fire Station No. 1
- Victoria Fire Station No. 2
- Victoria Fire/Police Station No. 4
- Victoria Fire Station No. 6
- Waco Fire Station No. 1
- Waco Fire Station No. 3
- Westlake Fire Station 1 & EOC Willis Fire Station No. 94

PART 03 - ARCHITECTURAL DUTIES AND COST

SCOTTS VALLEY STATION NO.2

SCOTTS VALLEY, CALIFORNIA







A new 5,200 square foot support station to house a single engine company and meeting room in a residential community for the Scotts Valley Fire Protection District. The station design features two drive-through bays, living quarters for four and an exercise facility. The facility was placed on a sloping site with a careful balance between the desires to minimize the cut into the slope without exceeding the required slope of the App Bay front apron.

The project received a Mitigated Negative Impact Environmental approval through the City of Scotts Valley Planning Department. Special mitigation measures including sound controls on the emergency generator and outdoor lighting designed to minimize off-site effects. As project architect, BRW directed all phases of the project through the design, planning commission approval and construction.

SIZE | TYPE OF CONSTRUCTION

5,200 SF | New Construction

COST

\$1,200,000

COMPLETION

2000

THROCKMORTON RIDGE FIRE STATION

MILL VALLEY, CALIFORNIA







The spectacular setting for the Throckmorton Ridge Fire Station provided unique challenges and opportunities, as well as the inspiration to pursue a LEED Silver rating. A Silver rating has been achieved. Located on beautiful Mount Tamalpais in Marin County, this 5,400 square foot facility replaces the outdated single engine company fire station. The new station features three apparatus bays, office space, three bedrooms, and a day room designed for training meetings.

The LEED certification process provided a format to create a project that is both sustainable in a global sense as well as healthy and comfortable for the building occupants. To achieve these goals the project included photovoltaic panels providing solar power, a geothermal heat exchange mechanical system, a waste diversion program during construction, natural light and ventilation, and green materials throughout.

The land for this project, a 0.7-acre plot, is leased from the Marin Municipal Water District. The project went through public agency reviews with the City of Mill Valley and the Golden Gate National Recreation Area.

SIZE | TYPE OF CONSTRUCTION

5,400 SF | New Construction

COST

\$2,823,255

COMPLETION

2007

OWNER CONTACT

Jason Webber Fire Chief 415.717.1500 33 Castlerock Ave, Woodacre, CA 94973 jweber@marincounty.org

ALAMEDA FIRE STATION NO.3

ALAMEDA, CALIFORNIA







Fire Station 3 supports all firefighter operations for a single engine company and includes living quarters, exercise, and a conference room with a public restroom. The facility initially supports one Type 1 engine and an ambulance, with space for a reserve apparatus or truck. Service aprons are on both sides of the drive-through apparatus bays to facilitate servicing, cleaning, and fueling. An outdoor covered patio along Buena Vista Ave. is adjacent to the kitchen and exercise room. The new two-story facility replaced the original station nearby and a few lighting fixtures and hardware elements from the original station 3 were adapted and re-used in the lobby. In consultation with a firefighter design committee, a memorial was incorporated adjacent of the public plaza and entrance.

SIZE | TYPE OF CONSTRUCTION

8,950 SF | New Construction

COST

\$5,125,614

COMPLETION

2016

OWNER CONTACT

Flavio Barrantes Project Manager 510.747.7952 950 West Mall Square, Room 110, Alameda, CA 94501 fbarrant@alamedaca.gov

SACRAMENTO FIRE STATION 14

SACRAMENTO, CALIFORNIA







The new Sacramento Fire Station is a 10,000 SF LEED Silver, single-story facility located at 1400 North B Street, a currently vacant industrial lot. Formerly a vacant lot with only a former a warehouse slab, the site is located within a neighborhood that has been historically shaped by the rail yard to the east and the American River to the north.

Our material decision was driven by two primary factors. First, the fire station needed to be resilient, with considerations for longevity and vandalism resistance. Second, we wanted to respect the influences of the surrounding buildings, primarily warehouses, without reiterating a style that is derivative of a different time with different construction norms.

SIZE | TYPE OF CONSTRUCTION

10,000 SF | New Construction

COST

\$9,472,790

COMPLETION

2022

OWNER CONTACT

Amy Smith Project Manager 279.799.3978 707 3rd St, 4th Floor West Sacramento, CA 95605 amy.smith@dgs.ca.gov

OTHER SANTA CRUZ CIVIC PROJECT



SANTA CRUZ CITY HALL Remodel and Retrofit 12,800 SF



SANTA CRUZ CORP YARD Remodel and Retrofit 38.000 SF



SANTA CRUZ WHARF RESTROOMS **New Construction** 810 SF



KAISER PERMANANTE ARENA New Construction 30,000 SF



Scotts Valley Fire Protection District New Fire Station

Architectural Design Services

March 1, 2023 Scotts Valley Fire Protection District Request for Proposal 200 E Street Santa Rosa, CA 95404 619.504.0984 jeff@coargroup.com



Table of Contents



- 1 Conceptual Floor Plans
- 2 Architectural Duties
- (3) Fee Breakdown
- 4 Qualifications and Experience



200 E Street Santa Rosa, CA 95404 619.504.0984 jeff@coargroup.com

Scotts Valley Fire Protection District Attn: Chief Ron Whittle 7 Erba Lane Scotts Valley, CA 95066 Dear Selection Committee:

COAR Design Group (COAR) would like to thank you for this opportunity to submit our qualifications for the design and engineering of a new fire station.

COAR and our team of well-qualified consultants bring invaluable experience from completing over 450 public works facilities over the last 30 years, including over 100 fire stations. We are honored to be one of the few architecture firms chosen to present at the National Station Design Conference, where we had the opportunity to meet some of your staff at the conference in 2022, and where we support Districts, Counties, and Cities on the design of new or renovated fire stations. We will utilize this past experience to bring forward creative solutions to work with your budget, operations and any potential constraints at the site of your new fire station.

We understand that your priorities are paramount, and it is our sincere goal to be your partner in achieving them. We believe that communication with the entire team is critical to giving the District a seamless project experience. Whether that is an all-hands design meeting with the project team or following up on products and details, we are confident that you will find our team friendly, engaging, and knowledgeable throughout the entire process.

We understand that you desire a new, state-of-the-art fire station that will meet the current and future needs of the District, put the health and safety of fire station personnel at the forefront, and serve the Scotts Valley community for years to come. This scope will take the form of various design and cost options. Our team has the experience and knowledge to serve that desire.

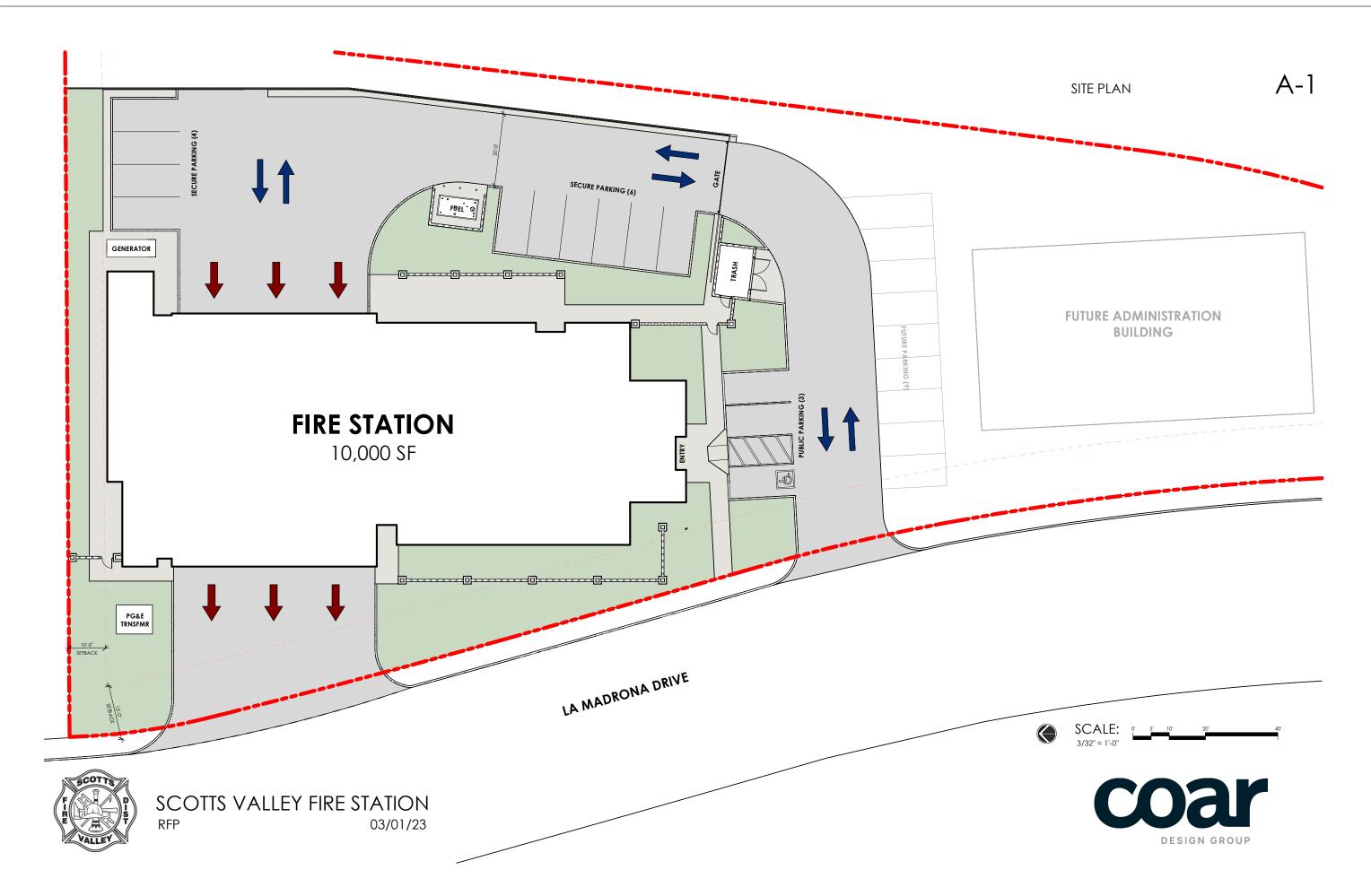
We are happy to say that COAR has the ability to commit to and adhere to this project and its deadlines. We are prepared to begin work promptly upon execution of an agreement substantially similar to the sample agreement provided in the RFQ.

Everyone at COAR Design Group is excited about the opportunity to work with the Scotts Valley Fire Protection District and we thank you for taking the time to review our firm's qualifications. We look forward to speaking with you further about this opportunity to work together.

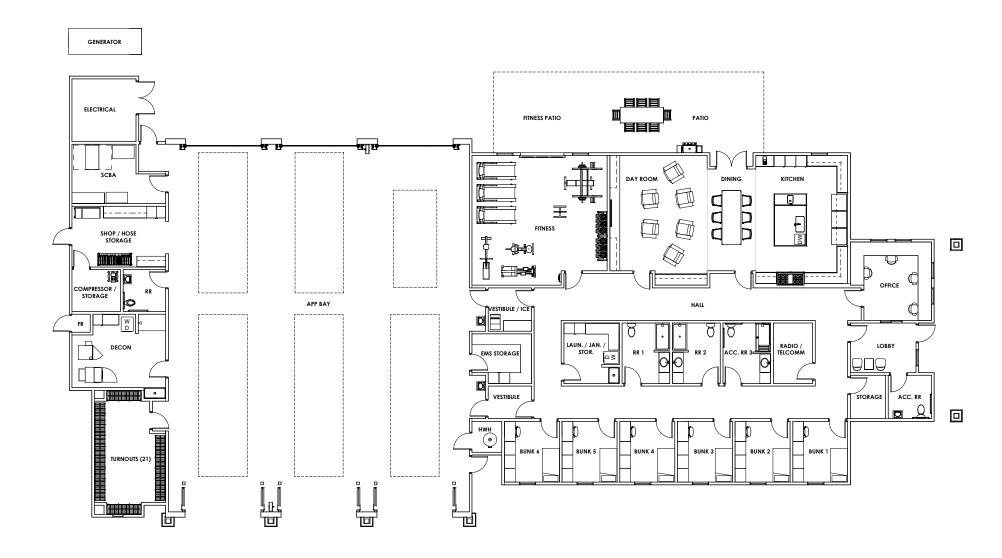
Sincerely,

Jeff Katz AIA, PRINCIPAL-IN-CHARGE

Conceptual Floor Plans

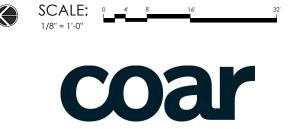


FLOOR PLAN A-2



ROOM NAME	ARE
ACC. RR	64 S
LOBBY	111.5
STORAGE	52.8
OFFICE	201 S
HALL	910 S
KITCHEN	404 9
DINING	170 S
DAY ROOM	410 \$
FITNESS	577 S
VESTIBULE / ICE	64 S
EMS STORAGE	95 9
LAUN. / JAN. / STOR.	113 9
RR 1	99 S
RR 2	99 S
ACC. RR 3	99 S
RADIO / TELCOMM	81.9
BUNK 1	1148
BUNK 2	114 9
BUNK 3	114 S
BUNK 4	1148
BUNK 5	114 S
BUNK 6	1148
VESTIBULE	48 9
HWH	32 \$
APP BAY	3785 9
TURNOUTS (21)	274 \$
DECON	227 \$
FR	11.5
RR	61.5
COMPRESSOR / STORAGE	69 S
SHOP / HOSE STORAGE	195 9
SCBA	160 S
ELECTRICAL	137 S
TOTAL NET AREA	9233 \$
CORE AREA	769 S
TOTAL GROSS AREA	10,000 \$





FRONT ELEVATION & 3D RENDERING







FRONT ELEVATION





SCOTTS VALLEY FIRE STATION
RFP 03/01/23



The attached plans are conceptual in nature and developed without the benefit of meeting with the District to discuss program questions and site specific concerns. Construction costs for the concept shown can vary widely depending on geological and other unknown conditions. For budget purposes a project in this area will likely cost \$1,200-\$1,500 per square foot (\$12M-\$15M). Design fees for a project of this size are typically 7%-9% of construction cost depending on the services required.

Other "soft costs" including utility company fees, permit fees, Special Inspection fees and FFE can add an additional 15%-20% to the overall project costs. Escalation to the mid-point of construction should also be included at roughly 5% per year.

Total project costs are best determined during the Schematic Design phase when the design unknowns are clarified and current market conditions and timing of the project are understood.



Architectural Duties



2 Architectural Duties

PROGRAM INITIATION

During the first phase of the project, COAR will thoroughly review all record drawings, reports, studies, and code-related concerns that may impact the design of the fire station. We have a deep understanding of typical obstacles that may cause delay to fire stations and will ensure they are well identified and avoided in advance.

PLANNING & CONCEPTUAL DESIGN

COAR's design process is highly interactive and will involve multiple discussions with all stakeholders. Our use of 3D modeling tools will assist in providing you with communication tools to be used at public forums and presentations.

The key to a successful project is a mutual understanding of the project's scope and objectives. We will meet with appropriate stakeholders to review and finalize the work plan, schedule, deliverables, and assign roles, responsibilities, and benchmarks. In our experience, this early effort to clearly define expectations, roles, and lines of communication results in a better focus on substantive issues as the project progresses. The project team will meet with the District periodically to discuss the status and all pertinent issues, mitigating concerns early and often to avoid delays before the project is impacted.

Decisions made early in a project have less financial impact than modifications made later in the process. We understand our clients' paramount concern for budget and schedule and, therefore, focus first and foremost on designing and delivering each of our projects within a predetermined budget and time frame. Once project parameters are set, our team molds the design to maintain that framework and provide the highest design value.

We pride ourselves on reliability, flexibility, consistency, and follow through. As such, we prepare and maintain realistic schedules that accurately reflect the various required approvals and milestones common for the project at hand. This series of benchmarks provides clarity, transparency, and accountability throughout the design process.

SCHEMATIC DESIGN

Once we have gathered sufficient program information, we will generate schematic designs that establish the layout of the facility. Based on the plan alternative selected, we will develop the schematic design and offer suggested improvements or enhancements where warranted. The schematic design will include specific building layouts and building system descriptions.

As we develop the schematic design, we will maintain constant communication with the District to ensure we are incorporating all of the projected needs. Utilizing advanced Building Information Modeling (BIM) programs, our team can present the design to District Representatives at any point in the design process. Gaining input from project stakeholders, recommendations can easily be developed into the design as it progresses. Our team will include detailed cost estimations for each major area or element of construction work.

DESIGN DEVELOPMENT

Using the approved schematic design, we will develop a more detailed design that includes material selection and systems. The design development will include architectural, structural, civil, mechanical, plumbing and electrical, as well as site and landscape design opportunities. Additionally, we will provide outline specifications, preliminary code and standards review and compliance reports, surveys/mapping, geotechnical investigation, utilities verification, and permit research.

CONSTRUCTION DOCUMENTS

As the project is refined, we will present 60%, 95% and 100% plans to ensure the design is consistent with requirements as we move forward. Specifications and permitting will be generated in conjunction with the drawings, and we will evaluate specific products of equipment that are required as a matter of necessity and discuss incorporating them into the bid documents. Updated cost estimates will be provided to ensure the project remains on track to meet targeted goals.





CONSTRUCTION ADMINISTRATION

Our team is experienced in working with clients and contractors from pre-design to occupancy. We are accountable for the completed project, and we take great care in providing outstanding Construction Administration and Oversight Services to ensure your facility meets not only the requirements of the plans and specifications, but also our standards for quality. We are firm believers in the continued involvement of the Project Architect and engineers during this crucial phase to align decisions made "in the field" with the design intent agreed upon during the earlier stages of the project.

This phase requires continual oversight over the Builder or Contractor to stay on schedule and on budget all the while producing a building with a high level of craftsmanship and precision. Our "Lessons Learned" discussions with contractors, specific to fire station construction, have been instrumental in helping avoid repeated issues and allow for timely and smooth completion of our projects. We make regular site visits (weekly or bi-monthly) to verify quality and track the progress of work. Our broad experience in Construction Administration allows us to maintain firm control of a project throughout the process, resulting in greater design integrity while minimizing delays and change orders.

Construction support would include but will not be limited to:

- Review of RFI's, shop drawings, and other submittals.
- ASI creation as required.
- O Review of potential design change orders.
- Attendance at construction meetings.
- O Review and certify pay requests.
- O Final punch walk and corrections list.
- O Preparation of Record Drawings.

PUBLIC BIDDING

We will continue to work with the District throughout the bidding phase. This includes providing support by answering RFI's, reviewing contractor bids and qualifications, and providing recommendations on contractor selection. We are highly experienced in construction administration and know what to look for when reviewing and selecting contractors.

QUALITY ASSURANCE

We employ our proven quality control method throughout all phases of the process to ensure we are on track with stated goals and remain within budget and schedule restraints.

Our method has allowed us to produce documents which are recognized and admired by contractors for their thoroughness and are constructed with a minimum number of complications during construction. Our change order rate has resulted in less than 1% of construction cost for changes other than owner-requested changes.



Building plans and specifications will be reviewed by our in-house team utilizing programs such as Revit and Revizto. Our systematic method of quality control specifically addresses points of interface between building systems in order to identify discrepancies. Our processes identify inconsistencies, errors, and omissions between and within design disciplines as the project moves between phases of development, ultimately producing clear and concise construction documents.

We hold all team members accountable to the quality control plan, from drafters to principals, because we truly believe the most valuable asset of our QC strategy is the quality of our staff. We mentor and train our staff to instill the values and expertise of providing quality work. Teaching and managing team members as they perform their work is by far the most effective means of ensuring high quality. We maintain a QA/QC manual of policies, best practices, and checklists to assure standards are met.

Our team understands the construction process, techniques and schedule implications that arise as part of the normal construction phase of a project. We use this knowledge to anticipate challenges and navigate them to avoid costly mistakes. We work with the District to ensure contractors perform as required and we ensure responsiveness to support their efforts and maximize success.



Fee Breakdown

COST PROPOSAL

We take no exception to the scope of work outlined in the RFP and acknowledge all addenda.

This proposal shall remain valid for 180 days

	COAR DESIGN GROUP MANPOWER BREAK DOWN	Principal Policipal Policipal	Design P.	Poloeu Magina	-100 Capt.	oleno,	TOTAL HOURS	COAR TOTAL LABOR FEE	ZFA - Structral Engineering	O'MAHONY & MYER - Electrical Engineering	CAPITAL - Mechanical Engineering	RHAA - Landscape Architect	BKF - Civil Engineering	GEOCON - Geotechnical	TOTAL REIMB EXPENSES	TOTAL FEE
	billing rate	\$265.00	\$230.00	\$200.00	\$160.00	\$135.00										
	Task Description															
1	Project Kickoff & Background Research	24	24	24			72	\$ 16,680	\$ -	\$ -	\$ -	\$ -	\$ 1,524	\$ -	\$ 500	\$ 18,704
2	Schematic Design	24	140	160	120	120	564	\$ 105,960	\$ 12,240	\$ 5,180	\$ 7,510	\$ 14,865	\$ 5,184	\$ -	\$ 500	\$ 151,439
3	Design Development	24	100	240	200	400	964	\$ 163,360	\$ 21,160	\$ 29,520	\$ 9,570	\$ 17,475	\$ 13,692	\$ 8,680	\$ 500	\$ 263,957
4	Construction Documents (75% / 90% / 100%)	24	100	400	200	400	1,124	\$ 195,360	\$ 51,600	\$ 48,030	\$ 20,000	\$ 36,060	\$ 36,040	\$ -	\$ 1,500	\$ 388,590
5	Bid & Permit Phase	4	4	24	12		44	\$ 8,700	\$ 1,560	\$ 1,600	\$ 1,945	\$ 1,260	\$ 2,260	\$ -		\$ 17,325
6	Construction Administration	24	40	480	120	120	784	\$ 146,960	\$ 25,080	\$ 20,490	\$ 13,025	\$ 15,870	\$ 11,296	\$ -	\$ 2,000	\$ 234,721
7							0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
8							0	\$ -	\$ -	\$ -	\$ -	\$ -	s -	\$ -		\$ -
9							0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
10							0	\$ -	\$ -	\$ -	\$ -	\$ -	s -	s -		\$ -
11							0	\$ -	\$ -	\$ -	\$ -	\$ -	s -	s -		\$ -
12							0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	TOTAL	124	408	1,328	652	1,040	3,552	\$637,020	\$111,640	\$104,820	\$52,050	\$85,530	\$69,996	\$8,680	\$5,000	\$1,074,736

Add Fee - Retaining Wall Design

\$28,000

Exclusions: LEED Certification, Commissioning, Special Inspections, Traffic Engineering, CEQA Consulting, Fire Protection Engineering, Plan Check and Permit Fees

	ZFA STRUCTURAL ENGINEERS MANPOWER BREAK DOWN	Pinopal II. Chare	\$ 109.00 A	Ossine, or	Sonios	TOTAL HOURS	TOTAL LABOR FEE	REIMBURSABLE EXPENSES	TOTAL FEE
	billing rate		\$150.00	\$120.00	\$130.00				
	Task Description								
1	Project Kickoff & Background Research					0	\$ -		\$ -
2	Schematic Design	24	40	8		72	\$ 12,240		\$ 12,240
3	Design Development	24	60	40	16	140	\$ 21,160		\$ 21,160
4	Construction Documents (75% / 90% / 100%)	40	120	120	80	360	\$ 51,600		\$ 51,600
5	Bid & Permit Phase	3	6			9	\$ 1,560		\$ 1,560
6	Construction Administration	24	100	40		164	\$ 25,080		\$ 25,080
7									
8									
9	0					0	\$ -		\$ -
10	0					0	\$ -		\$ -
11	0					0	\$ -		\$ -
12	0					0	\$ -		\$ -
	TOTAL	115	326	208	96	745	\$ 111,640.00	0	\$ 111,640.00

	O'MAHONY & MYER MANPOWER BREAK DOWN	Chinopal II.	\$ 10,00 to 1	O'affe,	Aomin	TOTAL HOURS	TOTAL LABOR FEE	REIMBURSABLE EXPENSES	TOTAL FEE
	billing rate		\$165.00	\$110.00	\$105.00				
	Task Description								
				T					
1	Project Kickoff & Background Research					0	\$ -		\$ -
2	Schematic Design	8	20			28	\$ 5,180		\$ 5,18
3	Design Development	32	100	50		182	\$ 29,520		\$ 29,52
4	Construction Documents (75% / 90% / 100%)	34	196	70		300	\$ 48,030		\$ 48,03
5	Bid & Permit Phase	4	4			8	\$ 1,600		\$ 1,60
6	Construction Administration	24	80	15		119	\$ 20,490		\$ 20,49
7	0					0	\$ -		-
8	0					0	\$ -		\$ -
9	0					0	\$ -		\$ -
10	0					0	\$ -		\$ -
11	0					0	\$ -		\$ -
12	0					0	\$ -		\$ -
	TOTAL	102	400	135	0	637	\$ 104,820.00	0	\$ 104,820.0

	CAPITAL ENGINEERING MANPOWER BREAK DOWN	Principal II.	\$ \\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Figures.		TOTAL HOURS	TOTAL LABOR FEE	REIMBURSABLE EXPENSES	T	OTAL FEE
	billing rate	\$220.00	\$195.00	\$160.00	\$125.00					
	Task Description									
1	Project Kickoff & Background Research					0	\$ -		\$	-
2	Schematic Design	12	10	12	8	42	\$ 7,510		\$	7,510
3	Design Development	7	20	18	10	55	\$ 9,570		\$	9,570
4	Construction Documents (75% / 90% / 100%)	9	36	50	24	119	\$ 20,000		\$	20,000
5	Bid & Permit Phase	4	4	1	1	10	\$ 1,945		\$	1,945
6	Construction Administration	12	33	20	6	71	\$ 13,025		\$	13,025
7	0					0	\$ -		\$	-
8	0					0	\$ -		\$	-
9	0					0	\$ -		\$	-
10	0					0	\$ -		\$	-
11	0					0	\$ -		\$	-
12	0					0	\$ -		\$	-
	TOTAL	44	103	101	49	297	\$ 52,050.00	0	\$	52,050.00

	RHAA MANPOWER BREAK DOWN	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		**************************************	- Aomin	TOTAL HOURS		REIMBURSABLE EXPENSES	TOTAL	. FEE
	billing rate (2023)		\$165.00	\$150.00	\$90.00					
	Task Description									
1	Project Kickoff & Background Research	0	0	0		0	\$ -		\$	-
2	Schematic Design	1	42	51		94	\$ 14,865		\$	14,865
3	Design Development	0	55	56		111	\$ 17,475		\$	17,475
4	Construction Documents (75% / 90% / 100%)	0	104	126		230	\$ 36,060		\$	36,060
5	Bid & Permit Phase	0	4	4		8	\$ 1,260		\$	1,260
6	Construction Administration	0	78	20		98	\$ 15,870		\$	15,870
7	0					0	\$ -		\$	
8	0					0	\$ -		\$	-
9	0					0	\$ -		\$	-
10	0					0	\$ -		\$	-
11	0					0	\$ -		\$	-
12	0					0	\$ -		\$	-
	TOTAL	1	283	257	0	541	\$ 85,530.00	0	\$ 85,	530.00

	BKF ENGINEERING MANPOWER BREAK DOWN	Sonio Associa	1 / 1 / 1 / 1 / 1 / 1 / 1 / 1 / 1 / 1 /	Senior Poles	Polocif F.	TOTAL HOURS	TOTAL LABOR FEE	REIMBURSABLE EXPENSES	TOTAL FEE
	billing rate		\$247.00	\$212.00	\$186.00				
	Task Description								
1	Project Kickoff & Background Research	2	4			6	\$ 1,524		\$ 1,524
2	Schematic Design	1	4	8	12	25	\$ 5,184		\$ 5,184
3	Design Development	2	12	20	32	66	\$ 13,692		\$ 13,692
4	Construction Documents (75% / 90% / 100%)	2	32	60	80	174	\$ 36,040		\$ 36,040
5	Bid & Permit Phase		4	6		10	\$ 2,260		\$ 2,260
6	Construction Administration		32	16		48	\$ 11,296		\$ 11,296
7	0					0	\$ -		\$ -
8	0					0	\$ -		\$ -
9	0					0	\$ -		\$ -
10	0					0	\$ -		\$ -
11	0					0	\$ -		\$ -
12	0					0	\$ -		\$ -
	TOTAL	7	88	110	124	329	\$ 69,996.00	0	\$ 69,996.00

	GEOCON MANPOWER BREAK DOWN	Senior Eng.	Senior Polife	Tield Technic	Tied Teah	Marie O Monday	TOTAL HOURS	TOTAL LABOR FEE	REIMBURSABLE EXPENSES	то	TAL FEE
	billing rate	\$180.00	\$165.00	\$140.00	\$210.00	\$100.00					
	Task Description										
1	Project Kickoff & Background Research						0	\$ -		\$	-
2	Schematic Design						0	\$ -		\$	•
3	Design Development	12	24	8	4	6	54	\$ 8,680		\$	8,680
4	Construction Documents (75% / 90% / 100%)						0	\$ -		\$	-
5	Bid & Permit Phase						0	\$ -		\$	-
6	Construction Administration						0	\$ -		\$	-
7	0						0	\$ -		\$	-
8	0						0	\$ -		\$	-
9	0						0	\$ -		\$	•
10	0						0	\$ -		\$	-
11	0						0	\$ -		\$	
12	0						0	\$ -		\$	-
	TOTAL	12	24	8		6	54	\$ 8,680.00	0	\$	8,680.00



Qualifications and Experience



Qualifications and **Experience**

WHAT SETS COAR DESIGN GROUP APART

In April 2022, we entered a new chapter as a firm as we rebranded from Jeff Katz Architecture to COAR Design Group. In our past 30 years as Jeff Katz Architecture, we have been fortunate to work with great clients, consultants, contractors, partners, and staff who have allowed us to work on many fulfilling projects. As we've grown, our work has also expanded, but even as we continue to grow, there is a consistent thread that connects every project we work on and every team we work with: Community. Community is at the heart of everything we do and every project we complete, so we became COAR: an abbreviation of the phrase "COmmunity ARchitects."

Communities can be small or large, but they are never singular. They tend to be layered, complex, and diverse. More importantly, they reflect the groups of individuals that are integrated into every project: the end-users, stakeholders, patrons, partners, designers, builders, and residents. Our mission is to create spaces that unite people and serve their communities. Now our name directly reflects the values of our firm.

While our name has changed, our years of experiences and lessons learned are carried with us into every project. Every community has its unique set of values, which is why we are committed to collaborating with the District to design spaces that fit seamlessly into your community. From the moment we receive the Notice to Proceed, our team becomes your partner. We listen to your needs and strive to make them a reality. We bring visions together with budget, resulting in practical, honest, and creative solutions.



PROFESSIONAL BACKGROUND AND QUALIFICATIONS OF FIRM AND TEAM MEMBERS

Our team will approach projects for the District as we do all projects - with open ears, innovative minds, and an integrative spirit. We are not afraid to roll up our sleeves and initiate collaborative discussions for options and alternatives. Our project team is a group of skilled and enthusiastic professionals eager to collaborate with you. Our clients return to us repeatedly to provide architectural design solutions for their most critical public works projects because they trust we can deliver their vision.

We have brought together a team of design professionals who have direct experience in a multitude of public safety projects. Jeff Katz, Christie Jewett, Matt Kingdon, Jeff Bousfield, and Roseanna Jamison can take your visions for any project and make them into reality. Fine tuning the design of a facility to adhere to the best practices of staff and residents who will utilize it is what our team excels at. The key personnel from COAR have direct experience with each of the general scope of services provided in the RFQ.

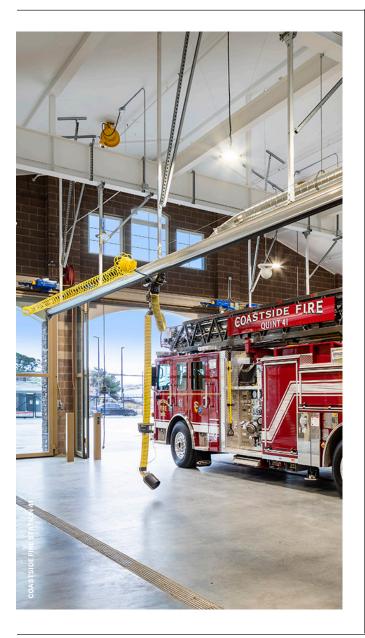
RESOURCES

Our team uses a variety of software, platforms, and traditional methods to support optimal design, scheduling and sequencing, and client collaboration and understanding. We document and manage the design and construction process using our in-house Building Information Modeling (BIM) and Revit capabilities which allow for real-time, three-dimensional coordination that are compatible with the delivery of AutoCAD record drawings.

COST CONTROL PROCEDURES & MEETING BUDGETS

Good budget management starts with planning; cost planning. The difference between cost planning and cost estimating is that it is used early in the project to quantify and price the items not yet shown at the budgetary and conceptual level. Cost planning checks initial budget assumptions and verifies scope at the earliest phase of design.

When the design team reaches the Conceptual/Schematic Design phase, our early cost estimates have the greatest opportunity to adjust and confirm the design as being in line with the established budget. The utilization of an appropriate contingency is crucial at this phase, we use this number for the scope and details not shown in the drawings and specifications. As the project progresses, we identify and note in the estimate more specific items, the contingency is reduced. Other factors that we include in our estimates are location and market conditions. These factors are unique to the individual project and may also be affected by phasing due to site constraints or weather limitations.



ABILITY TO MOVE QUICKLY THROUGH THE DESIGN PHASE

Our depth of experience in similar projects will allow us to develop the basic program for the project quickly and move right into the required design phases. We realize the importance of moving projects forward without delays. With two offices and 30 employees, COAR Design Group is fully available and qualified to serve the District. Our team has experience coordinating between offices to tackle any size project using digital planning and collaboration tools such as BIM 360, Revizto, Bluebeam and Zoom. Utilizing this software allows us to make edits to the plans in real time, ultimately delivering the highest quality product without delay to our clients. Our firm maintains a flexible workflow that allows us to pull in additional resources if needed to meet a deadline or assist the District with any request that may arise.

ABILITY TO PERFORM ON SHORT NOTICE & UNDER TIME CONSTRAINTS

Our design team does not miss deadlines set by our clients. Therefore, once we establish the design schedule with the District's input, it can be assured that the schedule will be maintained. We have developed comprehensive schedules for many public and private clients, all with unique contract requirements and ambitious schedules. We have always been willing to be flexible to accommodate the client's needs and work with you toward a common goal. Utilizing our scheduling software, we work with you to ensure all deadlines are achievable and everyone is in agreement prior to implementation.

When faced with an unexpected schedule change due to unforeseen factors such as extended permitting document review times, we are able to quickly adapt our design schedule and provide an updated timeline with a realistic approach to completing the work.

RECENT FIRE STATION AWARDS

PORT OF LONG BEACH FIRE BOAT STATION NO. 15

○ 2022 Engineering News Record Best of the Best Award

CHULA VISTA FIRE STATION #10 AT MILLENIA

- O 2020 San Diego Architectural Foundation Orchid Award
- O 2020 FireHouse Magazine Career 2 Gold Design Award
- 2020 Engineering News Record Award of Merit

LAKESIDE FIRE STATION #3

 2020 FireHouse Magazine Renovations Silver Design Award

GARDEN GROVE FIRE STATION #6

 2019 FireHouse Magazine Gold Medal Winner, Station of the Year

PINE VALLEY FIRE STATION #44

- 2019 California Counties Architects & Engineers Association
- O Grand Honor Award
- O 2019 DBIA National Award of Merit
- 0 2019 AGC Merit Award

JULIAN FIRE STATION

- O 2017 FireHouse Magazine Notable Station Design Award
- 2017 Project of the Year, American Public Works Association, San Diego Chapter

VACAVILLE FIRE STATION #75

O 2016 FireHouse Magazine Notable Station Design Award

ESCONDIDO FIRE STATION #4

- 2014 Best Unique Small Project, The San Diego Chapter of Associated General Contractors
- 0 2013 Fire Chief Magazine Station Style Award

RANCHO SANTA FE FIRE STATION #3

- 2013 Project of the Year, American Public Works Association San Diego Chapter
- 2012 Award of Merit, Engineering News Record Best Projects
- 0 2012 Notable Design Award, Fire Chief Magazine

LAKESIDE FIRE STATION #2

- 2012 Project of the Year, American Public Works Association San Diego Chapter
- O 2012 Award of Merit, American Society of Civil Engineers
- O 2012 Fire Chief Magazine Station Style Award



Coastside Fire Station No. 41







OWNER:

Coastside Fire Protection District

COST:

\$12.5 Million

PROJECT SIZE: 12,425 sf

PROJECT STATUS: Completed 2020

OCLIENT CONTACT:

Jonathan Cox, Fire Chief CAL FIRE 320 Paul Scannell Drive, San Mateo, CA 94402 650.861.4084 jonathan.cox@fire.ca.gov

PROJECT DESCRIPTION

COAR provided full architectural services including site selection assistance, CEQA documentation, construction documents, specifications, cost estimates, BIM modeling, maintenance and operation, cost reduction planning and construction administration services. The station includes three drive-thru apparatus bays, sleeping quarters for seven personnel, a 30-person training room, kitchen and dining room, offices, fitness room, turnout storage and shop area. Site improvements included secured personnel parking, emergency generator, public parking area, and refueling station. This project was challenged with a steeply sloping site that required extensive retaining walls to create enough usable area for the station. The unique design solution not only incorporated the retaining walls into the building design but allowed us to create a design which limited impact to neighboring views of the Pacific Ocean.

Pleasanton Fire Stations No. 3







OWNER:

City of Pleasanton

COST:

\$7 Million

PROJECT SIZE:

8,000 sf

PROJECT STATUS:

Completed 2022

OCLIENT CONTACT:

Steve Kirkpatrick, Director of Engineering PO. Box 250, Pleasanton, CA 94566 925.931.5332 skirkpatrick@cityofpleasanton.ca.gov

PROJECT DESCRIPTION

COAR was contracted to perform a conditions assessment for each of the Livermore / Pleasanton Fire Stations 2 and 3. The project included a physical site inspection of each facility, as well as review of documents provided by City staff. The review included site paving and drainage, landscape and irrigation, structural systems, exterior skin, roofing, windows, doors, interior walls, doors, finishes, mechanical, plumbing, and electrical, and ADA accessibility. COAR initially provided the City of Pleasanton feasibility and needs assessment analysis for 2 of the Fire Department's aging stations. After completing the feasibility study, the City was able to make the decision that the best choice for the future of the fire department and community was to immediately replace Station 3. COAR provided full architectural services from concept design through construction administration for this project inclusive of electrical, plumbing, mechanical, structural, landscape, geotechnical, and civil engineering. COAR is also assisting the City of Pleasanton on several other fire station renovation projects simultaneously.

San Ramon Fire Station No. 34 Renovation



\bigcirc owner:

San Ramon Valley Fire Protection District

FINAL COST:

6.5 Million - Estimated

PROJECT SIZE:

11,217 sf

PROJECT STATUS:

In Construction - Anticipated Completion June 2023

OCLIENT CONTACT:

Frank Drayton, Deputy Fire Chief San Ramon Fire District 1500 Bollinger Canyon Road San Ramon, CA 94583 925.983.9811 fdrayton@srvfire.ca.gov

PROJECT DESCRIPTION

COAR worked closely with the Fire District to assess the existing building and develop programmatic requirements, which have been incorporated into the design of a remodeled fire station. The new layout includes expanded administrative offices, additional sleeping quarters and three new drive-thru apparatus bays with support spaces. Site improvements include secure parking, an automatic sliding gate, diesel generator, and a relocated fueling station. Services include an existing conditions assessment and report, cost estimating and schedules, schematic design, design development, construction documents, permitting, bid assistance, and construction administration. A significant challenge on this project was in creating the additional space needed to accommodate an added Company. Rather than adding a second story we were able to re-purpose the existing app bay for bunk and living quarters and add a new app bay which also provided improved access to the street at a signalized intersection.

San Ramon Fire Joint Public Safety Building







OWNER:

San Ramon Fire Protection District

COST:

\$26 Million - Estimated

PROJECT SIZE: **70,000 sf**

PROJECT STATUS:

In Construction - Anticipated Completion April 2023

○ CLIENT CONTACT:

Frank Drayton, Deputy Fire Chief San Ramon Fire Protection District 1500 Bollinger Canyon Road, San Ramon, CA 94583 925.838.6603 fdrayton@srvfire.ca.gov

PROJECT DESCRIPTION

This project remodels approximately 70,000 sf of existing buildings and includes the addition of a new 9,000 sf emergency operations center. The initial phase of the project included a detailed space needs and facility assessment for Fire Administration, Police, and Emergency Communications. The goal of the project is to re-purpose an existing building to serve as the fire administration facility, renovate the existing police facility, and construct a new joint Emergency Operations Center and Communications Center. Upon completion of the assessments, the team developed detailed construction documents for the improvements, which are currently under construction.

The Permit Services building (30,000 sf; two-stories) is being upgraded and converted to support the Fire Department Administrative Services while the Police Department building (40,000 sf; two stories) is being upgraded and includes the addition of a new 1,300 sf fitness center at Level One. Existing administrative functions are being relocated and include office space, meeting rooms, and public lobbies and restrooms for available services.

Skylonda Fire Station No. 58







OWNER: Cal Fire

COST:

\$7 Million

PROJECT SIZE: 13,675 sf

PROJECT STATUS: Completed 2020

OCLIENT CONTACT:

Jonathan Cox, Fire Chief Cal Fire 320 Paul Scannell Dr., San Mateo, CA 94402 650.861.4084 jonathan.cox@fire.ca.gov

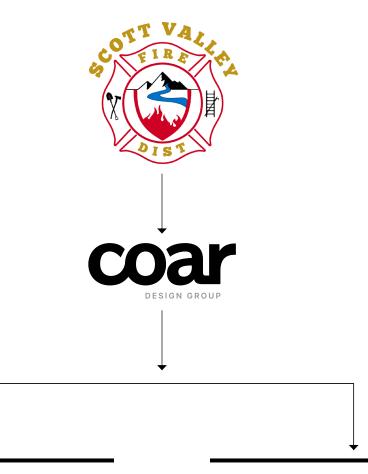
AWARDS AND CERTIFICATIONS:

LEED Silver Certified

PROJECT DESCRIPTION

This firehouse is two stories to separate the dorm rooms and associated living/restroom/ shower functions from the administrative offices, conference/community room. To facilitate accessibility for the public to meet with fire station personnel or to utilize the conference/training facility for community events, these functions are located on the ground floor level. Personnel living space is on the second floor separated from the more active fire station functions providing a comfortable work environment to allow them to focus on their tasks and, when needed, provide relief from the demands of their work.

Critical to this project's success is the phasing of construction and provision of temporary facilities on site during construction. Our team worked closely with the stakeholders to ensure fire operations remained safely and efficiently functional while the new station was built. This project also required processing through CEQA and compliance with the environmental restrictions of the heavily wooded and sloping site.





Jeff Katz, AIA, NCARB

Principal-In-Charge

Christie Jewett, AIA, DBIA, NCARB

Design Principal

Matt Kingdon

Quality Control Principal

Jeff Bousfield

Project Manager

Roseanna Jamison

Job Captain



James McCurdy, PE

Senior Associate Principal / BKF Engineers

Pieter Colenbrander, PE, LEED AP

Principal / O'Mahony & Myer

Luke Wilson, SE, LEED AP

Principal / ZFA Structural Engineers

Anthony Colacchia, PE

Principal / Capital Engineering

Shane Rodacker, PE, GE

Senior Geotechnical Engineer / Geocon

Manuela King, PLA, LEED AP

Principal / RHAA



Jeff, founder of COAR, began his career after he graduated with from California Polytechnic State University, San Luis Obispo, Within 3 years, Jeff obtained his Architectural License in California and has since expanded his licensure to 9 states. Now, Jeff is nationally recognized as an expert designer of public facilities by publications such as **Engineering News Record and Firehouse Magazine** and speaks at conferences about innovations implemented on COAR projects. As Principal-In-Charge, Jeff will provide coordination with the project team and stakeholders. He will offer his insight and creative design solutions throughout the project to ensure the District receives a design that not only meets their expectations, but is exceptional for their community.

JEFF KATZ, AIA, NCARB

President / Principal-in-Charge

COMPANY / SPECIALIZATION

COAR Design Group / Architecture

REGISTRATION/CERTIFICATIONS

Architect, CA: #C18223

AIA: #30060750

NCARB Certification: #37272

YEARS OF EXPERIENCE

38

EDUCATION

Bachelor of Architecture, California Polytechnic State University, San Luis Obispo

PROFESSIONAL AFFILIATIONS

ACE Mentor Program, San Diego American Institute of Architects, San Diego Chapter Member Habitat for Humanity Volunteer

U.S. Green Building Council, Member

Office of Emergency Services, Volunteer

COMPARABLE PROJECTS

COASTSIDE FIRE STATION NO. 41, HALF MOON BAY, CA

COAR provided full architectural services for this new 10,000 sf Fire Station to replace an outdated station. The station includes three drive-thru apparatus bays, sleeping quarters for seven personnel, a 30-person training room, kitchen, dining, dayroom, offices, fitness, turnout storage and shop area. Site improvements include secured personnel parking, emergency generator and public parking area.

PLEASANTON FIRE STATION NO. 3, PLEASANTON, CA

COAR recently completed this 8,000 sf station for the City of Pleasanton. COAR initially provided the feasibility and needs assessment analysis for two of the Fire Department's aging stations. COAR provided full architectural services from concept design through construction administration for this project inclusive of electrical, plumbing, mechanical, structural, landscape, geotechnical, and civil engineering.

SAN RAMON FIRE STATION NO. 34 REMODEL, SAN RAMON, CA

COAR is renovating the existing Fire Station No. 34, expanding the size from 6,526 sf to 11,217 sf to provide room for additional emergency services staff and equipment. The new layout provides expanded administrative offices, expanded sleeping quarters, dayroom, kitchen/dining room, fitness room, three drive-thru apparatus bays, and various other support spaces. Site improvements include a patio, driveway, parking, fencing, automatic sliding gate for secured parking, diesel generator, relocated fueling station, landscaping, and irrigation.

SKYLONDA FIRE STATION NO. 58, WOODSIDE, CA

This firehouse is a two-story building to separate the dorm rooms and associated living/restroom/shower functions from the administrative offices, conference/ community room. Personnel living space is on the second floor separated from the more active fire station functions providing a comfortable work environment. Critical to this project's success is the phasing of construction and provision of temporary facilities on site during construction.



Christie has more than 16 years of professional experience and has prepared construction documents for public and private sector projects. She excels in photo-realistic architectural renderings and manages the Building Information Modeling (BIM) process internally and across all team members. As Design Principal, Christie will be primarily involved in developing the preliminary design concepts for the project, making sure that early design decisions are followed as the design progresses. Christie will also coordinate the use of technology across the team to maximize the capabilities of our programs and processes to produce both construction documents, design walkthroughs, and photorealistic renderings of the project.

CHRISTIE JEWETT, AIA, DBIA,

Design Principal

COMPANY / SPECIALIZATION

COAR Design Group / Architecture

REGISTRATION/CERTIFICATIONS

Architect, CA: #35526

DBIA: #1127055

NCARB Certification: #78530

YEARS OF EXPERIENCE

16

EDUCATION

BS Environmental Design, North Dakota State University

Master of Architecture, North Dakota State University

PROFESSIONAL AFFILIATIONS

ACE Mentor Program, San Diego Eco-Engineering Academy, Board President Urban Land Institute, Member Women in Architecture, Member

COMPARABLE PROJECTS

COASTSIDE FIRE STATION NO. 41, HALF MOON BAY, CA

COAR provided full architectural services for this new 10,000 sf Fire Station to replace an outdated station. The station includes three drive-thru apparatus bays, sleeping quarters for seven personnel, a 30-person training room, kitchen, dining, dayroom, offices, fitness, turnout storage and shop area. Site improvements include secured personnel parking, emergency generator and public parking area.

PLEASANTON FIRE STATION NO. 3, PLEASANTON, CA

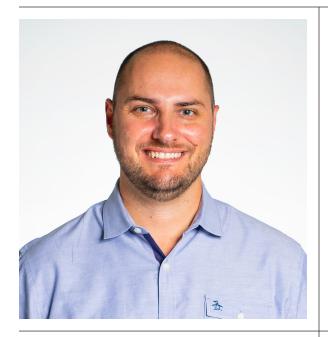
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SAN RAMON FIRE STATION NO. 34 REMODEL, SAN RAMON, CA

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SKYLONDA FIRE STATION NO. 58, WOODSIDE, CA

This firehouse is a two-story building to separate the dorm rooms and associated living/restroom/shower functions from the administrative offices, conference/ community room. Personnel living space is on the second floor separated from the more active fire station functions providing a comfortable work environment. Critical to this project's success is the phasing of construction and provision of temporary facilities on site during construction.



A graduate of California Polytechnic State University, San Luis Obispo in 2009 with a Bachelor's Degree in Architecture. Matt is a Principal and Project Architect in our office. He has prepared construction documents and provided construction administration for multiple public and private sector projects. He has worked closely with clients to develop relationships and collaborate on projects ranging from public facilities to aquatic facilities, elaborately themed projects, labs and administrative offices. As Quality Control Principal, Matt will work with the District to ensure this project meets the functional, financial, and schedule needs. He will coordinate with consultants and facilitate client meetings, prepare construction documents, and provide construction administration.

MATT KINGDON

Quality Control Principal

COMPANY / SPECIALIZATION

COAR Design Group / Architecture

REGISTRATION/CERTIFICATIONS

Architect, CA: #C39713

YEARS OF EXPERIENCE

14

EDUCATION

Bachelor of Architecture, California Polytechnic State University, San Luis Obispo

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA), San Diego Chapter Member

Habitat for Humanity, Volunteer

National Council of Architectural Registration Boards, Member

Urban Land Institute, Member

COMPARABLE PROJECTS

SAN RAMON FIRE JOINT PUBLIC SAFETY BUILDING, SAN RAMON, CA

This project is to create a joint Public Safety with the City of San Ramon Police and Fire Departments. The initial phase of the project includes a detailed space needs and existing facility assessment for Fire Administration, Police and Emergency Communications. The project will re-purpose an existing building to serve as Fire Administration, renovations to the existing Police Facility and construction of a new joint Emergency Operations Center and Communications Center.

SKYLONDA FIRE STATION NO. 58, WOODSIDE, CA

This firehouse is a two-story building to separate the dorm rooms and associated living/restroom/shower functions from the administrative offices, conference/ community room. Personnel living space is on the second floor separated from the more active fire station functions providing a comfortable work environment. Critical to this project's success is the phasing of construction and provision of temporary facilities on site during construction.

CHULA VISTA FIRE STATION NO. 10 AT MILLENIA, CHULA VISTA, CA

Completed in April 2020, this design-build fire station with EC Constructors consists of 12,575 sf and will have 10 bunks rooms and 3 drive-thru apparatus bays. The dynamic design of the new station will both complement the new Millenia development and also act as a landmark and beacon for the community. Solar panels are utilized to offset the building's energy consumption.

PINE VALLEY FIRE STATION NO. 44, PINE VALLEY, CA

A new two-story Pine Valley Fire Station of approximately 14,000 sf, which includes an apparatus bay (with associated support spaces), an administrative/training area and living accommodations. The Project implements low impact development standards and use sustainable design principles, practices and performance. The architecture, engineering, landscaping and building systems are designed for efficiency and ease of maintenance.



Jeff has more than 44 years of architectural experience. Over the course of those years he has served on hundreds of public facility projects both as a Project Designer and Project Manager capacity, equipping him with the knowledge to tackle any project. Additionally, Jeff has experience working on commercial, institutional, recreational, and aquatic projects. As Project Manager, Jeff will work with our in-house support staff to develop and review building plans, estimate costs, and oversee the scheduling and timeline, he will coordinate with the project team and all subconsultants to ensure expectations of quality, schedule, contractual, and budget goals are met.

JEFF BOUSFIELD

Project Manager

COMPANY / SPECIALIZATION

COAR Design Group / Architecture

REGISTRATION/CERTIFICATIONS

Architect, CA: #C15807

YEARS OF EXPERIENCE

44

EDUCATION

Bachelor of Architecture, California Polytechnic State University, San Luis Obispo

COMPARABLE PROJECTS

SAN RAMON FIRE JOINT PUBLIC SAFETY BUILDING, SAN RAMON, CA

This is a joint Public Safety Facility for the City of San Ramon Police and Fire Departments. The initial phase of the project included a detailed space needs and existing facility assessment for Fire Administration, Police and Emergency Communications. The project will re-purpose an existing building to serve as Fire Administration, renovations to the existing Police Facility and construction of a new joint Emergency Operations Center and Communications Center.

SAN RAMON FIRE STATION NO. 34 REMODEL, SAN RAMON, CA

COAR is renovating the existing Fire Station No. 34, expanding the size from 6,526 sf to 11,217 sf to provide room for additional emergency services staff and equipment. The new layout provides expanded administrative offices, expanded sleeping quarters, dayroom, kitchen/dining room, fitness room, three drive-thru apparatus bays, and various other support spaces. Site improvements include a patio, driveway, parking, fencing, automatic sliding gate for secured parking, diesel generator, relocated fueling station, landscaping, and irrigation.

NOVATO FIRE PROTECTION DISTRICT STATION NO. 64, NOVATO, CA

Commissioned for the Novato Fire Protection District, the new fire station replaced an existing, structurally compromised station on the same parcel. The new building is a 7,745 square foot, single-story, wood-framed structure with a 2-bay, double-deep, drive-thru apparatus bay. This project was designed to and achieved Platinum Level LEED Certification, completed in October 2015.

CHP CHICO AREA OFFICE AND DISPATCH CENTER NO. 241, CHICO, CA

Completed in June 2017, this CHP Area Office includes Building A – Area Office Building, Building B – Auto Service Building, and Building C – Waste/Recycle and Equipment Storage. Site improvements include a public parking area, truck inspection area, secure fenced parking, communications tower and fueling station. This facility achieved LEED Gold Certification.



Roseanna is a Job Captain with COAR who has nine years of experience in project coordination, drafting, and designing. A University of Southern California graduate, she brings experience in graphic design, presentations, CAD and BIM design and documentation. As Job Captain, Roseanna will provide full-time support for the project primarily responsible for modeling and documentation. She will oversee the project drafting process, track workflows, and work directly with Jeff in the coordination of the consultant drawings.



ROSEANNA JAMISON

Job Captain

COMPANY / SPECIALIZATION

COAR Design Group / Architecture

YEARS OF EXPERIENCE

9

EDUCATION

Bachelor of Architecture, University of Southern California

COMPARABLE PROJECTS

BUTTERFIELD FIRE STATION, MORGAN HILL, CA

COAR developed the initial concept designs and moved them through Design Development. COAR analyzed the existing site and defined needs, developing design options based on the most effective and efficient use of space and costs.

MARINA AQUATIC & SPORTS CENTER, MARINA, CA

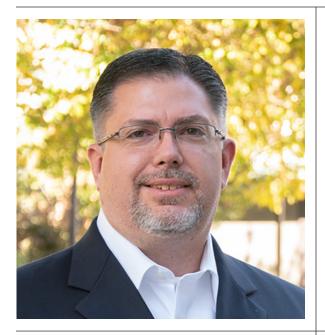
Site planning for the project considers various circulation and parking needs for both facilities and the surrounding park as well as shared functions and programmable outdoor space for the adjoining aquatic and sports center. Services for the project included collaborative efforts with the City of Marina team and our consultants to provide needs assessments, feasibility studies, programming, conceptual design, and detailed financial analysis.

PILOT PLANT MODULAR LAB, SOUTH SAN FRANCISCO, CA

Roseanna lead internal Revit document production and BIM360 model sharing for this modular lab project, as well as developing the construction drawing set. She communicated design intent and coordinated with consultants while managing and coordinated Plan Check process. Roseanna also reviewed submittals for alignment with drawings and specifications.

CORPORATE HEADQUARTERS RELOCATION, FREMONT, CA

This new office tenant improvement was completed with new finishes and improvements to the break room, boardroom, and lobby. Roseanna attended design meetings with client representatives to capture the scope of work, designing an open office layout with furniture being relocated from Petaluma. She selected finish options, designed flooring patterns, and maintained open communication with both the client and contractors to produce the space that they had imagined.



James has over 25 years of civil engineering experience, has worked on numerous projects throughout northern California. He has provided project management for various types of projects including correction, healthcare, educational campuses, residential and commercial development, and rehabilitation facilities, roadways and public utilities. Involvement in diverse projects has allowed him to acquire extensive knowledge of accessibility, utility design, grading and drainage and storm water quality implementation, as well as an understanding of various local and state municipalities and agencies.

JAMES MCCURDY, PE

Senior Associate Principal

COMPANY / SPECIALIZATION

BKF Engineers / Civil and Survey Engineering

REGISTRATION/CERTIFICATIONS

Civil Engineer, CA: #64850 Civil Engineer, NV: #028192

YEARS OF EXPERIENCE

25

EDUCATION

Bachelor of Science, Civil Engineering, Pennsylvania State University

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

COMPARABLE PROJECTS

CITY OF VACAVILLE, VACAVILLE FIRE STATION 75, VACAVILLE, CA*

BKF was the civil engineer under the design-build team for a new 8,300 sf fire station in Vacaville. BKF worked in conjunction with COAR and the City of Vacaville to incorporate several features for functionality and sustainability.

CITY OF FRESNO, FRESNO FIRE STATION 18, FRESNO, CA*

BKF provided civil engineering services for the new station building on a 1.7-acre parcel. BKF provided consulting for on-site improvements including grading, drainage, stormwater retention, utility services, and landscape areas. Off-site improvements included public utility connections, roadway widening, and curb, gutter, and sidewalk design.

CITY OF MORGAN HILL, MORGAN HILL BUTTERFIELD FIRE STATION, MORGAN HILL. CA*

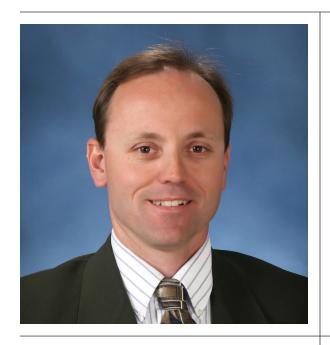
BKF provided civil engineering services for the new fire station on the approximately 1.8 acre site. Project team prepared the construction documents for permit and construction of the project.

CITY OF WEST SACRAMENTO, WEST SACRAMENTO MUNICIPAL CORPORATION YARD, SACRAMENTO, CA*

BKF provided surveying and civil engineering services related to the planning and site design development of an 11-acre site. BKF participated in site programming meetings with the design team and City of West Sacramento and prepared schematic design documents.

CITY OF SACRAMENTO, SACRAMENTO FIRE STATION 14, SACRAMENTO, CA

BKF completed design documents for the construction of a new fire station. BKF completed design related to surface improvements, grading & drainage, utility systems and storm water managements.



Pieter is a licensed professional engineer with Nearly 40 years of experience in the field. He has served as electrical Principal-In-Charge and electrical project manager for numerous office projects, both new construction and modernizations, as well as master planning and building assessments. On the proposed project Pieter will serve as electrical principal-in-charge and electrical project manager, responsible for the electrical engineering and specifications for the power services and distribution systems; lighting systems and lighting controls; data communications systems; fire alarm systems; and ensuring compliance with California Title 24 lighting requirements and regulations.

PIETER COLENBRANDER,

PE, LEED APPrincipal

COMPANY / SPECIALIZATION

O'Mahoney & Myer. / Electrical Engineering

REGISTRATION/CERTIFICATIONS

Professional Engineer, CA: #E14738

YEARS OF EXPERIENCE

39

EDUCATION

Bachelor of Science, Electrical Engineering, California Polytechnic State University, San Luis Obispo, CA

PROFESSIONAL AFFILIATIONS

LEED Accredited Professional

Member, National Fire Protection Association (NFPA)

COMPARABLE PROJECTS

BUTTERFIELD FIRE STATION, MORGAN HILL, CA*

Design of a new single story, double Apparatus Bay Fire Station, with roof and canopy mounted solar photovoltaic power system and microgrid battery energy storage system.

PORTERVILLE FIRE STATION RENOVATIONS, PORTERVILLE, CA*

Design of modernization renovations to three fire stations. Renovations include complete LED lighting upgrades, as well as power system renovations and App Bay Extensions.

SANTA MONICA FIRE STATION, SANTA MONICA, CA

Design of a new three story, 6-Apparatus Bay Fire Station, with roof mounted solar photovoltaic power system.

CHP CHICO AREA OFFICE & DISPATCH CENTER NO. 241, CHICO, CA*

Completed in June 2017, this CHP Area Office includes Building A – Area Office Building, Building B – Auto Service Building, and Building C – Waste/Recycle and Equipment Storage. Site improvements include a public parking area, truck inspection area, secure fenced parking, communications tower and fueling station. This facility achieved LEED Gold Certification.

CHP TRACY AREA OFFICE NO. 266, TRACY, CA*

Recently completed, this facility and all associated structures have been designed to meet the Essential Services Buildings Seismic Safety Act (ESA) of 1986. With an approximate square footage total of 28,000 sf, the project is comprised of an Administrative Office Building (Building A); an Auto Service Building (Building B); and a combined Radio Vault, Storage, Waste and Recycling Building (Building C). Other structures include a Radio Antenna Tower and a covered Fueling Island.



Over the past 16 years, Luke has served as an engineer of record, project manager, and design engineer for various projects, including assessments and feasibility studies, renovations and remodels, new construction, design-build projects, and seismic evaluations. His experience lies primarily in public sector projects, specifically essential services and public and civic facilities. As a Principal, he maintains an active role throughout the project to ensure a wide range of structural systems are evaluated, well-defined, and buildable once selected. He has formed long-standing relationships with staff at many public entities due to his technical expertise, commitment to project schedules, collaboration, and ability to listen.

LUKE WILSON, SE, LEED AP

Principal

COMPANY / SPECIALIZATION

ZFA Structural Engineers / Structural Engineer

REGISTRATION/CERTIFICATIONS

Structural Engineer, CA: #5933 Civil Engineer, CA: #74941 United States Green Building Council LEED AP

YEARS OF EXPERIENCE

16

EDUCATION

Bachelor of Science, Architectural Engineering, California Polytechnic State University, San Luis Obispo

PROFESSIONAL AFFILIATIONS

Structural Engineers Association of Northern California (SEAONC)

Redwood Empire Construction Specification Institute (RECSI), Board Member

COMPARABLE PROJECTS

SAN RAMON FIRE TRAINING FACILITY, SAN RAMON, CA *

A new fire training facility at the existing site consisting of a 1-story classroom apparatus storage building, a 4-story training tower, pump house, and trench training.

HAYWARD FIRE STATION 6 & FIRE TRAINING CENTER, HAYWARD, CA

A new regional center for firefighter, paramedic, rescue, and emergency response education and training. The campus includes classrooms, offices, a training tower, and other facilities for urban search and rescue and other types of emergency response, as well as a new 20,165 sf fire station.

CALIFORNIA HIGHWAY PATROL OFFICE NO. 241, CHICO, CA*

A new 31,291 sf area office building, 7,328 sf auto service building, secured mechanical/generator courtyard, fusee (flare) enclosure building, and waste enclosure building. LEED Gold.

CALIFORNIA HIGHWAY PATROL OFFICE NO. 266, TRACY, CA*

A new area office building, auto service building, radio vault, bulk evidence storage, waste recycle work, and shade structures over parking, and fuel stations. LEED Silver minimum goal.

PIEDMONT POLICE & FIRE DISPATCH CENTER, PIEDMONT, CA*

Structural assessment, feasibility study, relocation, and renovation of the dispatch area to the current emergency operations area.

LOS BANOS POLICE STATION, LOS BANOS, CA

A new 32,500 sf headquarters with dispatch center, community outreach space, community meeting space, as well as police department divisions that include the department, code enforcement, detectives, detention area, sally port, briefing room, and evidence storage.



As a Principal and Team Leader of Capital's Civic and Criminal Justice teams, Anthony provides day-to-day "hands-on" design and management for the mechanical engineering design team including supervision and management of engineering, documentation, calculations, modeling and general administration. Anthony has worked on a wide variety of civic facilities for the federal government. state, cities, counties, and the California court system. He holds extensive experience with all mechanical system types including: large central heating and cooling plants, built-up air-handling systems, packaged systems, VRF, sustainable and energy efficient design, and hydronic systems. Anthony has performed numerous assessments of City, County, State and Federal buildings.

ANTHONY COLACCHIA, PE

Principal

COMPANY / SPECIALIZATION

Capital Engineering / Mechanical Engineering

REGISTRATION/CERTIFICATIONS

Professional Engineer, Registration #M29743, California

YEARS OF EXPERIENCE

38

EDUCATION

Bachelor of Science, Mechanical Engineering, California State Polytechnic University San Luis Obispo

PROFESSIONAL AFFILIATIONS

American Society of Heating, Refrigerating and Air-Conditioning Engineers U.S. Green Building Council

COMPARABLE PROJECTS

SACRAMENTO AIRPORT AIRCRAFT RESCUE FIRE FIGHTING FACILITY, SACRAMENTO, CA

The new ARFF facility supports both Air Side and Landside Emergency Response operations for the Sacramento County Airport Fire Department housing both ARFF and Structural Emergency vehicle sets inside of 7 Apparatus Bays. Apparatus bay support areas include foam storage, decontamination space, SCBA storage and shop space. The facility also includes fire fighter living quarters as well as Fire Department Administrative offices. The living side of this new facility includes space for 11 dormitories, showers / restrooms, kitchen, dining, dayroom, training room, and physical conditioning space. Capital provided commissioning services for HVAC systems which included exhaust fans, dedicated outside air unit, ductless split units, variable refrigerant flow system and related controls. In addition, commissioned domestic hot water systems and lighting controls...

DIXON FIRE STATION NO. 82, DIXON, CA

Mechanical engineering services for a brand new 8,000 square-foot one story building located on a 0.74-acre site in the City of Dixon. The schematic design includes four dorm style accommodations, showers, kitchen, office space, public lobby, fitness room and five apparatus bays.

PORTERVILLE FIRE STATIONS 71, 72, & 73 REMODELS, PORTERVILLE, CA*

Mechanical engineering services for a brand new 8,000 square-foot one story building located on a 0.74-acre site in the City of Dixon. The schematic design includes four dorm style accommodations, showers, kitchen, office space, public lobby, fitness room and five apparatus bays.



Shane has 20+ years of experience performing geotechnical engineering services throughout Northern California. He has managed geotechnical and materials testing services during the design and construction of essential services buildings. public facilities, fire stations, school campuses, educational facilities, major transportation and infrastructure projects, and low- to highrise mixed-use developments. His expertise includes slope stability analysis, foundation design, pavement design, hillside grading and the mitigation of complex geologic problems during land development. A variety of agencies rely on his experience and wider project perspective when making decisions regarding project feasibility, foundation systems and site development.

SHANE RODACKER, PE, GE

Senior Geotechnical Engineer

COMPANY / SPECIALIZATION

Geocon / Geotechnical Engineering

REGISTRATION/CERTIFICATIONS

Geotechnical Engineer, CA: #62915 Professional Civil Engineer, CA: #63291

YEARS OF EXPERIENCE

24

EDUCATION

Bachelor of Science, Civil Engineering, North Dakota State University

COMPARABLE PROJECTS

CITY OF NAPA, CORPORATION YARD REDEVELOPMENT, NAPA, CA

Combined Geotechnical/Phase II environmental investigation for the redevelopment of the City's corporation yard. Our scope of services included a design-level geotechnical investigation and environmental sampling that consisted of a soil vapor survey and soil sampling in areas where excavations for new building foundations may occur.

CITY OF NAPA, MAN STREET EXCHANGE PEDESTRIAN BRIDGE, NAPA, CA

Geotechnical Investigation prior to replacement of pedestrian bridge, which sustained damages after the 2014 South Napa Earthquake. Geocon evaluated the subsurface soil and geologic conditions in the area of the existing bridge abutments and provide conclusions and recommendations pertaining to the geotechnical aspects of the site and estimate the capacities of the existing bridge foundations.

NEW ADMINISTRATION BUILDING, VACAVILLE, CA*

Design-Level Geotechnical Investigation for the proposed construction of a new administration building at the City's Corporation Yard. The current site is presently occupied by a carport and other structures that will be demolished. The new administration building will likely be one or two stories, and site improvements are anticipated to include new pavements, exterior flatwork, underground utilities and landscaping.

MARE ISLAND NAVAL STATION, NAVAL CEMETERY IRT, VALLEJO, CA

Geotechnical Investigation for proposed renovations and improvements at 150 year-old cemetery. Services included identifying potential shallow seepage, analysis of soil composition, competency, and percolation rates of existing grade, and geotechnical recommendations for mitigating saturated soils conditions at the site.



As a Principal in the firm, Manuela has been instrumental in the design of a wide variety of high-profile projects. These include corporate campus design, urban design and planning, park and recreation planning, residential design, and commercial and professional facilities. Her interests include the relationship between art, architecture, landscape architecture and contemporary urban design. She is a strong advocate of sustainable design in all her projects. Over her time with the firm, her work has expanded to include many international projects, including work in Chile, Taiwan, Malaysia, Israel, Korea, the Philippines, China, Australia and Japan.

MANUELA KING, PLA, LEED AP

Principal

COMPANY / SPECIALIZATION

RHAA / Landscape Architecture and Planning

REGISTRATION/CERTIFICATIONS

Landscape Architect, CA: #3271 LEED Accredited Professional US Green Building Council

YEARS OF EXPERIENCE

37

EDUCATION

University of Oregon, M.L.A.
University of Oregon, B.L.A.
Pennsylvania State University, B.S.

PROFESSIONAL AFFILIATIONS

American Society of Landscape Architects Board Member, AIA

Trustee, Marin Horizon School, 2001-2006

Chair, Beautification and Streetscapes Advisory Committee, Union Square Alliance, San Francisco

Board Member, Union Square Foundation, San Francisco

COMPARABLE PROJECTS

PLEASANTON FIRE STATION, PLEASANTON, CA*

RHAA worked closely with COAR as the landscape architectural consultant for the Pleasanton Fire Station No. 3. RHAA's design helped to situate the proposed building in its surrounding context aesthetically, while maintaining functionality and ease of maintenance

SKYLONDA FIRE STATION, WOODSIDE, CA*

RHAA worked with COAR Architects to create a new fire station and surrounding site complex. The station is located on Skyline Boulevard and surrounded by redwood forest, which informed and complemented the designed planting palette and outdoor amenity spaces.

SAN RAMON FIRE STATION, SAN RAMON, CA*

RHAA worked closely with COAR as the landscape architectural consultant for the San Ramon Fire Training Facility which is currently in the design and estimating phase. The landscape design focuses on providing an attractive, public-facing experience on the exterior, while providing a functioning interior site that facilitates the training objectives of the fire department.

NOVATO ADMINISTRATIVE OFFICE BUILDING/CITY HALL, NOVATO, CA

RHAA teamed with RMW architects to design a new city administration building that is seamlessly integrated with the adjacent public park and facilities, existing public amenities, and the surrounding downtown Novato neighborhood. The proposed design creates a flexible plaza that functions as both a parking lot and functional plaza capable of supporting events of various sizes.

SAN RAMON PUBLIC SAFETY CENTER, SAN RAMON, CA*

RHAA worked COAR as the landscape architectural consultant for the San Ramon Public Safety Center project. RHAA's design complemented the existing and proposed buildings and showcased existing natural features such as established oak trees.

WHY COAR DESIGN GROUP?

We share a vision that combines design excellence and innovation with tested processes to consistently meet the key goals of any project – functionality, quality, time, scope, and budget. We listen to your needs and strive to make them a reality. We look at both the big picture and the details to determine where we can best add value.

Our team is excited and ready to begin immediately on this contract. We pride ourselves on delivering worldclass architectural services that produce beautiful and functional facilities.



We thank the Scotts Valley Fire Protection District for the opportunity to present our proposal package and look forward to soon be working together towards this project's success.

THANK YOU



Proposal for PROFESSIONAL ARCHITECTURAL SERVICES for a NEW FIRE STATION FACILITY



Presented on March 1, 2023 to Scotts Valley Fire Protection District

March 1, 2023

Chief Ron Whittle Scotts Valley Fire Protection District 7 Erba Lane Scotts Valley, CA 95066



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www.rrmdesign.com

3765 South Higuera St., Ste. 102, San Luis Obispo, CA 93401 p: (805) 543-1794

RE: ARCHITECTURAL SERVICES FOR A NEW FIRE STATION FACILLITY

Dear Chief Ron and Board of Directors of the Scotts Valley Fire Protection District,

Thank you for the opportunity to provide you this proposal for Fire Station No. I. This is an incredible opportunity for the City of Scotts Valley to provide long term safety to the community and the fire fighters that serve your great city.

RRM has provided service to Fire Departments throughout California for over 40 years, with over 250 public safety projects completed. As the leader of our public safety studio, I look forward to supporting you through the process of programming and designing your fire station. We have prepared the following proposal specific to your project and in showing the experience of our team have provided multiple fire stations, each different, to provide you examples of features from bunk rooms to community rooms.

The team I have assembled for your project shows the depth of bench of RRM's fire station expertise. I will be joined by team members who have worked alongside me on multiple public safety projects, including Kathryn Hicks, your project manager and primary point of contact. As a project manager, Kathryn brings a high level of personal commitment and attention to detail to every project. Supporting Kathryn is Jon Houk, architect for the project and Todd Hansen, specification and quality control specialist who has worked side by side with me for the past 20 years, upholding the standard of quality a fire station is due.

In addition to the architectural team, we bring our team of consultants that have worked together on fire stations for decades. This team includes our in-house civil engineers, structural engineers, and landscape architects that can literally walk across the aisle to talk face to face over the drawings of your new station. We also include mechanical and electrical engineers that I have literally worked with my entire two plus decade career designing fire stations. This results in drawings that are well coordinated as we can often finish each other's sentences.

Having recently completed a similar fire station just up Highway 17 from your site, we have a thorough understanding of the local requirements, and our team brings with them the knowledge of how to address the challenges we may face.

Our multi-disciplinary team will provide incredible value to you station as we will work closely with our structural engineers to explore alternative approaches to foundations and provide creative solutions to properly address the dirt fill on your site. We have recently completed projects using both rock piles and mat slabs.



CREATING ENVIRONMENTS PEOPLE ENJOY Finally, our team's passion is to not only design a beautiful fire station that provides optimal operations and safety, but to provide a facility that keeps firefighters safe from the harmful carcinogens that they come in contact with as they keep us safe. We call this Design4Life. Your new station will help protect firefighters by providing protective separations of the living and apparatus support areas and support a process for cleaning upon returning from a call, all to make the fire house a safe house.

Thank you again for the opportunity to serve your department. Kathryn and I are personally vested in your project and we are excited at the possibility to be standing next to you at the grand opening. We are available to answer any questions regarding this proposal and the next steps for your project and look forward to your decision.

Sincerely,

RRM Design Group

Principal-in-Charge

Project Manager & Primary Point-of-Contact

(805) 597-5293

Kathryn Hicks, RA

kahicks@rrmdesign.com

PROPOSAL FOR ARCHITECTURAL SERVICES FOR A NEW FIRE STATION FACILLITY

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GRAPHICS & PHOTOGRAPHS:

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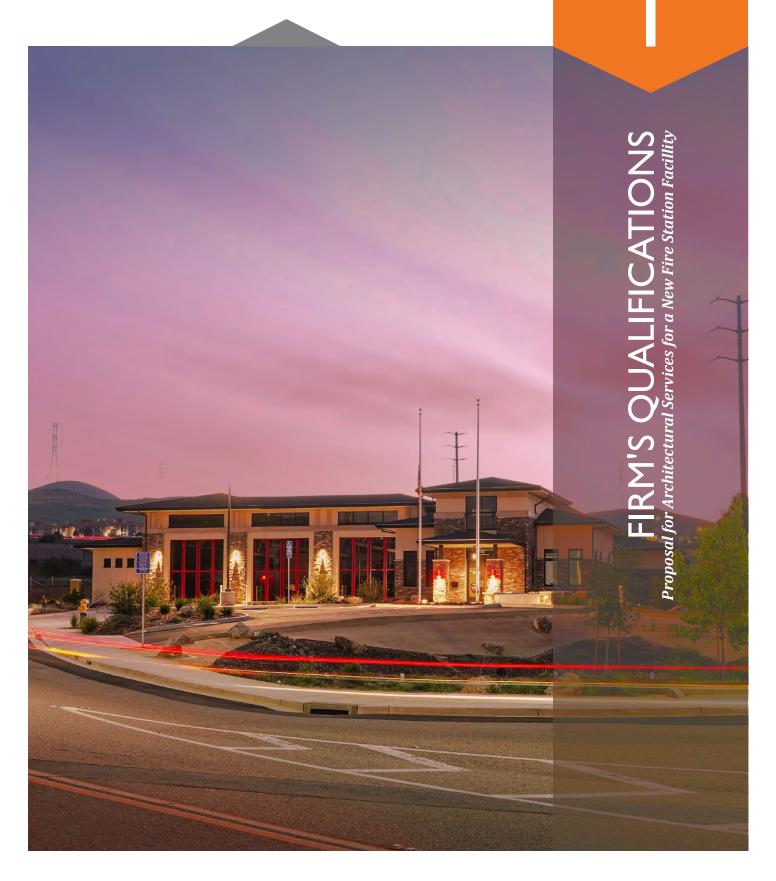
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California corporation • Leonard Grant, Architect C26973 • Robert Camacho, PE 76597 • Steven Webster, LS 7561 • Jeff Ferber, PLA 2844 The written and graphic materials contained in this proposal are the exclusive property of RRM Design Group.

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RRM PROJECT Bay Point Fire Station No. 86



FIRM PROFILE | RRM Design Group

RRM exists because we love creating environments people enjoy. That is what got us into the business over 45 years ago, and it is why we continue to thrive today. Our architects and landscape architects, engineers, surveyors, and planners work with our clients and their communities to create the parks our children play in, the roads we drive down on our way to work, the neighborhoods we come home to, and the fire stations that keep our communities safe.

Our work culture emphasizes collaboration, frequent communication, and accessibility. We're a close partner with our clients, helping them understand and navigate through the project lifecycle. Whether your project is public or private, commercial or residential, we listen, we design, and we deliver. On time. On budget. Since 1974.







PERSONNEL BY DISCIPLINE

190 professionals on staff at RRM Design Group in $\frac{6}{2}$ core disciplines:

PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE • CIVIL & STRUCTURAL ENGINEERING • SUPPORT STAFF

- 33 California Licensed Architects
- 37 Architecture Designers
- 14 California Licensed Civil Engineers
- 3 California Licensed Structural Engineers
- 23 Engineering Designers
- 18 California Licensed Landscape Architects
- 13 Landscape Designers
- 17 Community & Urban Planners
- I Licensed Surveyor
- 3 Surveying Technicians
- 31 Administrative Support Staff
- 20 LEED® Accredited Professionals
- 3 Certified Planners (AICP)
- 4 Congress for New Urbanism Accredited Professionals
- I Envision Sustainable Professional
- I Certified Arborist

Firm Representative: Mike Scott, LEED AP | (805) 903-1233 | mlscott@rrmdesign.com Main Point of Contact: Kathryn Hicks, RA | (805) 597-5293 | kahicks@rrmdesign.com



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SAN LUIS OBISPO (HQ)

3765 South Higuera St., Ste. 102 San Luis Obispo, CA 93401 p: (805) 543-1794

SAN DIEGO

310 3rd Avenue, Ste. C-26A Chula Vista, CA 91910 p: (805) 456-8860

SAN JUAN CAPISTRANO

32332 Camino Capistrano, Ste. 205 San Juan Capistrano, CA 92675 p: (949) 361-7950

SAN LEANDRO

325 Davis St. San Leandro, CA 94577 p: (510) 751-4910

SANTA BARBARA

10 East Figueroa St., Ste. 200 Santa Barbara, CA 93101 p: (805) 963-8283

VENTURA

422 East Main St. Ventura, CA 93001 p: (805) 652-2115

WEBSITE

www.rrmdesign.com

RRM Design Group is a California corporation and an employee-owned company, incorporated November 26, 1974

Tax ID No: 95-2923783



ASSEMBLING OUR TEAM

RRM Design Group is a multidisciplinary firm with architects, planners, urban designers, landscape architects, and engineers under one roof. We thrive on successfully serving as an extension of staff for a variety of assignments and leveraging decades of collective public agency experience. We value each community's uniqueness and ensure that development regulations are crafted in a way that responds to local and State requirements, applicant needs, political context and community values. We listen, collaborate, and bring solutions to the table that are planed-based yet realistic in the sense that future projects can be implemented and brought to reality.

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RRM DESIGN GROUP



MIKE SCOTT
LEED AP
PRINCIPAL-IN-CHARGE
+ Public Safety Specialist Architect



KATHRYN HICKS
RA
PROJECT MANAGER
Primary Point-of-Contact

THOMA ELECTRIC, INC.

SCOTT MARTIN **MICHAEL DOREMUS** LANCE WIERSCHEM AIA, LEED AP, CNU-A SE, PE, LEED AP PLA LEED AP Design Director Lead Structural Engineer Principal Landscape Architect JON HOUCK **JESSICA MEADOWS** SE, PE Project Architect Suppport Structural Engineer CONNOR CHURCH **ROBERT CAMACHO** Architect PE, QSD Principal Engineer **DARREN CHOY TODD HANSEN** LEED AP BD + C, CSI CDT PE, ENV SP Civil Engineer QA/QC + Specifications Specialist IN-HOUSE PROJECT SUPPORT STAFF **ARCHITECTS / PLANNERS** RRM Design Group has a variety of in-house resources who URBAN DESIGNERS / ENGINEERS assist with special projects when needed. LANDSCAPE ARCHITECTS **SUBCONSULTANTS**



LELAND SAYLOR

ASSOCIATES

MECHANICAL & PLUMBING

3C ENGINEERING





CREATING ENVIRONMENTS PEOPLE ENJOY.

PRINCIPAL-IN-CHARGE + PUBLIC SAFETY SPECIALIST ARCHITECT

Experience

25 YEARS OF EXPERIENCE

MIKE SCOTT | LEED AP

PRINCIPAL

With over two decades of experience at RRM, Mike's passion for architecture and design is rooted in his commitment to service. Dedicated to fulfilling the needs of both his client and community, Mike's collaborative and detailed approach to design fosters high-quality project execution. Specializing in public safety, educational, and commercial design, his projects span from fire stations and educational buildings to outdoor stadiums and athletic facilities. Administering quality control and coordinating consultant systems for complete and integrated buildings, his well-versed expertise serves both his team and client from inception to completion.

RELEVANT PROJECTS

- Bakersfield Fire Station No. 14 and Neighborhood Park
- Bakersfield Fire Station No. 5, 8, 15
- Bay Point Fire Station No. 86
- Brea Fire Station No. 2
- Creston Fire Station No. 43
- Fairmount Avenue Fire Station, San Diego
- Glen Loma Ranch Fire Station, Gilrov
- Gunner Ranch West Fire Station
- Los Angeles County Fire
 Department No. 136, Palmdale

 Fire Station
 LEED-NC Gold
- Los Angeles Fire Station No. 13 LEED-NC Gold
- Los Angeles Regional Fire Station No. 82 LEED-NC Gold, Hollywood
- Madera County Fire Master Plan
- Madera Fire Station No. 58
- Manteca Fire Station No. 4
- Montecito Fire Station No. 2
- Murrieta Fire Station No. 4
- New Cuyama Fire Station No. 41 Design-Build
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Riverside EOC/Training Center

- San Jose Fire Station No. 34 & 35 LEED-NC Silver
- Santa Barbara County Fire Facilities Assessment
- Santa Barbara County Fire Station No.19 Dispatch Center, Santa Ynez
- Santa Barbara Fire Station No. 7 Conceptual Design
- Santa Clara Fire Station No. 2/ Training Facility
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No. 34
- Visalia Fire Station No. 53 & 55 and Training Center

EDUCATION

 Bachelor of Science, Architecture, California Polytechnic State University, San Luis Obispo, CA

- Architect, CA, C31544
- LEED AP, CA
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)







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Project Role

PRIMARY POINT
OF CONTACT
+ PROJECT
ARCHITECT,
PROJECT MANAGER

Experience

10 YEARS OF EXPERIENCE

KATHRYN HICKS | RA

PROJECT MANAGER

Kathryn earned her architecture degree at Cal Poly San Luis Obispo. Her experience with encompasses a wide range of project types including fire stations, public safety facilities, and K-12 educational projects. She is a detail oriented project manager who has spent the majority of her career working on public projects and she is well versed in the coordination required for their design and construction. Kathryn enjoys finding creative solutions for projects were time and budget are driving factors.

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
 City of Madera Fire Station No. 58
- Fairmount Avenue Fire Station,
 San Diego
 Gunner Ranch West Fire Station
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9, Pacheco
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Sanger Headquarters Fire Station Renovation Facility Assessment
- Santa Paula Fire Station No. 29
- Selma Fire Station No. 2 Renovation
- Thousand Oaks Fire Station No. 34
- Bellevue Santa Fe Charter School Modernization and New Construction, San Luis Obispo
- Branch Elementary School New Multipurpose Building, Arroyo Grande
- Grover Heights Elementary School New Multipurpose Building,
- · Arroyo Grande
- Oceano Elementary School Site Improvements

EDUCATION

 Bachelor of Science, Architecture, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES • AFFILIATIONS

Architect , CA, C38079







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STRUCTURAL ENGINEER

Experience

18 YEARS OF EXPERIENCE

MICHAEL DOREMUS | SE, PE, LEED AP

MANAGER OF STRUCTURAL ENGINEERING SERVICES

With over a decade of civil and structural engineering experience, Michael's approach to design is steeped in a commitment to detailed precision. Michael offers his extensive expertise for each client, specializing in housing, civil, educational, and recreational design. He has been involved in projects of all sizes, from large-scale steel frame hospitals to 43,000 sq. ft. laboratories. Also overseeing the design and code compliance for lateral and gravity systems, Michael is well-versed in a range of project types. His thorough approach to designandakeen eyefor detail translates into procedural and structural integrity.

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- Fairmount Avenue Fire Station, San Diego
- · Gunner Ranch West Fire Station
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- · Quito Fire Station, Los Gatos
- · Redwood Fire Station, Los Gatos
- Santa Barbara County Fire Station
 No.19 Dispatch Center, Santa Ynez
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No. 34
- Bellevue Santa Fe Charter School Modernization and New Construction, San Luis Obispo
- Bishop's Peak Elementary New Multipurpose Room,
 San Luis Obispo
- Bishop's Peak Elementary Office Remodel, San Luis Obispo
- Cal Poly Oppenheimer Equestrian Center - Phase One,
- · San Luis Obispo
- Edward C. Little Water Recycling Facility Visitor Center Renovation, El Segundo
- Hanford Medical Campus -Women's Center
- Oceano Elementary School Rehabilitation

- Oceano Elementary School Site Improvements
- Orcutt Union Oil Building Code Analysis and Cost Assessment
- Shell Beach Elementary School Parking Lot Infrastructure

EDUCATION

 Bachelor of Science, Architectural Engineering, California Polytechnic State University, San Luis Obispo, CA

- Professional Engineer, CA, 72309
- Structural Engineer, CA, S5685
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- American Institute of Steel Construction (AISC)







CREATING ENVIRONMENTS PEOPLE ENJOY,

STRUCTURAL ENGINEER

Experience

11 YEARS OF EXPERIENCE

JESSICA MEADOWS | SE, PE

PROJECT MANAGER

Jessica has spent the last decade dedicated to sharing her passion for structural engineering. Whether it be working with the design team on a new school campus, mentoring young professionals, or teaching students at Cal Poly, she is always sure to stress what an important role structural engineers can provide on the project team. Her experience with DSA has a wide variety: new campuses and buildings, modernizations, Prop 39 upgrades, precheck documents, seismic rehabilitation, and accessory structures. Jessica has acted as project manager to oversee the design process and construction on many successful school projects.

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- Contra Costa County Fire Protection
 District Projects Architectural

 Services
- Fairmount Avenue Fire Station, San Diego
- Gunner Ranch West Fire Station New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- Quito Fire Station, Los Gatos
- · Redwood Fire Station, Los Gatos
- Santa Barbara County Regional Fire Communication Facility
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No. 34
- Alex Fiore Teen Center and Goebel Adult Center Master Plan, Thousand Oaks
- Branch Elementary School Four Classrooms, Arroyo Grande
- Branch Elementary School New Multipurpose Building, Arroyo Grande
- Cuesta College Building 2000 Complex, San Luis Obispo
- Garden Estates Construction
 Documents and Construction
 Administration, Ventura

- Mendota City Hall and Police Station - Programming and Cost
- Orcutt Union Oil Building Code Analysis and Cost Assessment,
- Shell Beach Elementary School Parking Lot

EDUCATION

 Bachelor of Science, Architectural Engineering, California Polytechnic State University, San Luis Obispo, CA

- Structural Engineer, CA, S6488
- Professional Engineer, CA, C81987







CREATING ENVIRONMENTS PEOPLE ENJOY,

DESIGN DIRECTOR

Experience

21 YEARS OF EXPERIENCE

SCOTT MARTIN | AIA, LEED AP, CNU-A

PRINCIPAL

Scott is a talented architect with a keen ability to be innovative and sensitive to clients' needs. His project focus and experience are wide-ranging, from illustration, master planning, urban design, needs assessments, design review to the production and construction of facilities. Scott is a LEED Accredited Professional and has a high level of expertise in designing and implementing sustainable solutions. Scott's unique relationship with both public and private clients gives him an understanding of the realities of development and community priorities. He excels in working directly with owner and user groups to set project goals and priorities. Scott blends cohesive design solutions with his strong technical skills to bring a project's vision to reality.

RELEVANT PROJECTS

- Bakersfield Fire Station No. 8 Remodel Design-Build
- Bay Point Fire Station No. 86
- City of Madera Fire Station No. 58
- Cloverdale Fire Station Headquarters
- El Segundo Fire Station No. 2 LEED-NC Gold
- Emeryville Fire Station Tracking LEED-NC Silver
- Fairmount Avenue Fire Station, San Diego
- Farmersville Fire Station
- Fresno Fire Department Training Center
- Fresno Fire Station No. 17
- Glen Loma Ranch Fire Station, Gilroy
- Livermore-Pleasanton Fire Department Station No. 4 LEED Gold, Pleasanton
- Los Angeles County Fire Department
 No. 136, Palmdale Fire Station
 LEED-NC Gold, Palmdale
- Los Angeles Fire Station No. 13 LEED-NC Gold
- Los Angeles Regional Fire Station No.
 82 LEED-NC Gold, Hollywood
- Manteca Fire Station No. 4
- New Cuyama Fire Station No. 41 Design-Build (2019)

- Pacheco Fire Station No. 9
- Redwood Fire Station, Los Gatos
- Santa Barbara County Fire North Operations Center, Santa Ynez
- Santa Barbara County Fire Station
 No.19 Dispatch Center, Santa Ynez
- Santa Barbara Fire Station No. 7 Conceptual Design, Santa Barbara
- Santa Clara Fire Station
 No. 2/Training Facility
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No. 34

EDUCATION

 Bachelor of Science, Architecture, California Polytechnic State University, San Luis Obispo, CA

- Architect, CA, C32348
- Architect, CO, 00405508
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- Congress for the New Urbanism Accredited (CNU-A)
- American Institute of Architects (AIA),
 San Luis Obispo Chapter, Member







CREATING ENVIRONMENTS PEOPLE ENJOY.

QA/QC + SPECIFICATIONS SPECIALIST

Experience

29 YEARS OF EXPERIENCE

TODD HANSEN | LEED AP BD+C CSI CDT

SENIOR ARCHITECT

A LEED® accredited architect, Todd is an accomplished project manager who delivers optimal solutions to project challenges. An RRM team member since 2000, Todd oversees the production of technical specifications for RRM's offices and specializes in technical document production and quality assurance. Todd has OVER 25+ years of field experience as project architect on projects from 300 sf to 300,000 sf, ranging from complex, multi-story new projects to ADA and seismic upgrades where facilities must remain open during construction. Todd applies this wealth of experience to the review of technical documents both within RRM and as a consultant.

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- City of Madera Fire Station No. 58
- Creston Fire Station No. 43
- Emeryville Fire Station Tracking LEED-NC Silver
- Fairmount Avenue Fire Station, San Diego
- Glen Loma Ranch Fire Station, Gilrov
- Los Angeles Fire Station No. 13 LEED-NC Gold
- Los Angeles Fire Station No. 44
- Los Angeles Fire Station No. 83 LEED-NC Certified, Encino
- Los Angeles Regional Fire Station
 No. 82 Annex Building LEED-NC
 Silver, Hollywood
- Los Angeles Regional Fire Station
 No. 82 LEED-NC Gold, Hollywood
- Manteca Fire Station No. 4
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- Quito Fire Station, Los Gatos
- Rancho Cucamonga Fire Station No.
 177
- Redwood Fire Station, Los Gatos
- Riverside Downtown Fire Station No.1 Redesign
- San Jose Fire Station No. 34

- San Jose Fire Station No. 35 LEED-NC Silver
- Santa Clara Fire Station No. 2/ Training Facility
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No. 34
- Visalia Fire Station No. 53
- Visalia Fire Station No. 55 and Training Center

EDUCATION

- Bachelor of Architecture, California Polytechnic State University, San Luis Obispo, CA
- Master of Business Administration, California Polytechnic State University, San Luis Obispo, CA

- Architect, CA, C27118
- LEED AP Building Design + Construction, CA
- · CSI, CA
- International Code Council (ICC) Central Coast Chapter
- Morro Bay Yacht Club, Staff Commodore
- CSI Member







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LANDSCAPE ARCHITECT

Experience

16 YEARS OF EXPERIENCE

LANCE WIERSCHEM | PLA, LEED AP

SENIOR LANDSCAPE ARCHITECT

With a sharp artistic eye, Lance's detailed design enhances the artistry of each project he is involved in. As an experienced landscape architect and planner, Lance offers an expansive view of design. From trails and recreational parks to public and community centers, Lance's versatile experience serves both his team and his clients. Engaged in all aspects of project administration, from visioning to construction, his alliance to creative collaboration is reflected in his work. Both his collaborative efforts and his artistic vision guide Lance's design process, elevating outdoor spaces into captivating environments for all to enjoy.

RELEVANT PROJECTS

- Bakersfield Fire Station No. 14
- Bay Point Fire Station No. 86
- City of Madera Fire Station No.
 58
- Creston Fire Station No. 43
 Emeryville Fire Station Tracking
 LEED-NC Silver
- Fairmount Avenue Fire Station, San Diego
- Glen Loma Ranch Fire Station, Gilroy
- · Gunner Ranch West Fire Station
- Los Angeles Regional Fire Station
 No. 82 Annex Building LEED-NC
 Silver, Hollywood
- Los Angeles Regional Fire Station
 No. 82 LEED-NC Gold, Hollywood
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- Rancho Cucamonga Fire Station No. 177
- · Redwood Fire Station, Los Gatos
- Santa Paula Fire Station No. 29
- Thousand Oaks Fire Station No.
 34

EDUCATION

Bachelor of Landscape
 Architecture; Minor, City and
 Regional Planning, California
 Polytechnic State University,
 San Luis Obispo, CA

- Professional Landscape Architect, CA, 6210
- Leadership in Energy and Environmental Design (LEED AP)







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CIVIL ENGINEER

Experience

14 YEARS OF EXPERIENCE

DARREN CHOY | PE, ENV SP

MANAGER OF ENGINEERING SERVICES

With over a decade of experience in civil engineering and design, Darren Choy brings an all-encompassing lens to each of his projects. His multidisciplinary approach fosters a collaborative space for both his team and his client. Envision Sustainability and E-rail Safe certified —specializing in land development and public works engineering—Darren's projects include sustainable trail and streetscape development. From quality control and community engagement to business and staff management, his wide view of engineering and design serves as an asset to all who work with him. A diligent leader and team-player, Darren's commitment to excellence is reflected in each of his projects.

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- Fairmount Avenue Fire Station, San Diego
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Shell Beach Elementary School Parking Lot
- Bellevue Santa Fe Charter School Modernization and New Construction, San Luis Obispo
- Cal Poly Building 13 Courtyard, San Luis Obispo
- Hanford Medical Campus -Women's Center, Hanford
- Oceano Elementary School Site Improvements
- Orcutt Union Oil Building Code Analysis and Cost Assessment
- Pleasanton On-Call General Civil Engineering
- Rivertown Community Space, Antioch
- San Lorenzo Park Phase 2
 Construction Administration
- Tennyson Park Construction Documents, Hayward
- · Veterans Park, Livermore

EDUCATION

 Bachelor of Science, Civil Engineering; Minor, Business Management, University of California, Irvine, CA

- · Noteworthy thing
- Professional Engineer, CA, 82708
- Envision Sustainable Professional, CA
- American Council of Engineering Companies - Bay Bridge Chapter, President, 2017-present
- American Public Works Association Northern California, Member,
 2018 Conference Committee,
 2018-present
- Career Village, Volunteer Mentor, 2017-present







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PRINCIPAL ENGINEER

Experience

17 YEARS OF EXPERIENCE

ROBERT CAMACHO | PE, QSD

PRINCIPAL

Robert is a principal specializing in residential, commercial, education, recreation, and residential projects with an emphasis on site grading, utility design, and roadway and flood control engineering. His projects often exceed governing agencies' requirements and incorporate aspects of low-impact development (LID) as much as economically feasible. Robert brings a refreshing balance of optimism and pragmatism to the world of engineering at RRM.

RELEVANT PROJECTS

- · Batterson Forest Fire Station, Oakhurst
- Bay Point Fire Station No. 86
- City of Madera Fire Station No. 58
- Creston Fire Station No. 43
- Fairmount Avenue Fire Station, San Diego
- Hanford Medical Campus Women's Center
- Manteca Fire Station No. 4
- Mother Lode Juvenile Facility, Sonora
- New Cuyama Fire Station No. 41 Design-Build (2019), New Cuyama
- Pacheco Fire Station No. 9
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Turlock Fire Station No. 1
- Turlock Fire Station No. 1 Parking Lot

EDUCATION

 Bachelor of Science, BioResource and Agricultural Engineering, California Polytechnic State University, San Luis Obispo, CA

- Professional Engineer , CA, 76597
- California Certified Qualified Stormwater Pollution Prevention Plan Developer (QSD)
- Dust Control Application Writer Certified, 2007







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PROJECT ARCHITECT

Experience

9 YEARS OF EXPERIENCE

* Work performed prior to joining RRM

JON HOUCK | RA

PROJECT ARCHITECT

With a diverse project background, Jon Houck brings valuable experience to RRM's architecture department. From single-family and K-12 sites to medical centers, fire stations and retail developments, his projects range across sectors. As an architect, Jon is community focused. From high-performance sustainable projects to low-income medical centers, at the core of his work is his commitment to make a difference. With a holistic approach to design, Jon's able to find unique solutions for each client and community's distinguished needs.

RELEVANT PROJECTS

- · Gunner Ranch West Fire Station
- Mountian House New Fire Station
- Ventura County FPD Fire Communication Center
- Fowler Middle School/High School Addition, CO*
- Centennial Cherry Creek Elevate Online School, CO*
- Colorado Springs Hybl Sports Medicine and Performance Center, CO*
- Colorado Springs SFMC ST Peregrine MOB, CO*
- Colorado Springs Peak Vista Downtown Clinic, CO*
- Pueblo PCHC Eastside Clinic, CO*
- SD11 Education Insights Building, CO*
- Wahsatch Office Tenant Improvement, CO*

EDUCATION

Bachelor of Science, Architecture,
 California Polytechnic State University,
 San Luis Obispo, CA

ACCREDITATIONS • LICENSES

Architect, CO, 00405607







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ARCHITECT

Experience

6 YEARS OF EXPERIENCE

CONNOR CHURCH | RA

ARCHITECT

As a young architect, Connor brings enthusiasm and creativity to the project team. With a passion for efficient and sensible design solutions, Connor enjoys working with his team to develop goals in order to realize your comprehensive project. At RRM, Connor has utilized his strengths on both public and private projects ranging from one-off ADUs to large K-12 campus projects. Connor has experience designing multi-family and mixeduse projects and uses his problem-solving skills to deliver the best solutions for clients. With a strong team at his side, Connor collaborates to develop designs using a holistic approach. He has a passion for finding synergy between form and function, and having a multi-discipline perspective for every project.

RELEVANT PROJECTS

- City of Madera Fire Station No. 58
- Fairmount Avenue Fire Station, San Diego
- Glen Loma Ranch Fire Station, Gilroy
- Gunner Ranch West Fire Station
- Menlo Park Fire Protection District Space Needs Assessment
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Pacheco Fire Station No. 9
- · Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- San Luis Obispo Police Station 20% Conceptual Design
- Selma Fire Station No. 2 Renovation
- Thousand Oaks Fire Station No.
 34
- Yuba City Fire Station No. I Renovation

EDUCATION

 Bachelor of Architecture, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES

Architect, CA, 39684









3562 Empleo, Ste. C San Luis Obispo, CA 93401 p: (805) 543-3850 f: (805) 543-3829 www.thomaelec.com

The Electrical
Engineering Division
of Thoma Electric, Inc.
of which Mr. Thoma is
President, is unique in
the ability to maintain
a close affiliation to the
construction community
due to the association
with its sister
Construction Division
founded in 1961.

BILL THOMA | PE

As the principal-in-charge of the Electrical Engineering Division of Thoma Electric, Inc., Bill is responsible for overseeing an Engineering Division of fifteen persons and a Construction Division of over 120 persons. Bill conducts electrical field studies, overall building evaluations, and project feasibility reports. Bill has experience in all aspects of electrical construction, education projects at all levels, government, health care, commercial, industrial, institutional, residential, utility, public safety, and historical renovation.

BILL'S RELEVANT PROJECTS

- · Bakersfield Fire Station No. 5, Bakersfield, CA
- · Bakersfield Fire Station No. 8 Renovation, Bakersfield, CA
- Bakersfield Fire Station No. 14 and Greystone Park
- Creston Fire Station No. 43, Creston, CA
- · Hanford Fire Station No. 3, Hanford, CA
- LA Fire Station No. 44, Cypress Park, CA
- · LA Fire Station No. 98, Montecito, CA
- · Lodi Fire Station No. 2, Lodi, CA
- Long Beach Fire Stations Nos. 2, 4, 9, and 22 ADA Revisions, Long Beach, CA
- Los Angeles Fire Station No. 77 LEED-NC Certified, Sun Valley, CA
- · Los Angeles Fire Station No. 83 LEED-NC Certified, Encino, CA
- · Los Angeles Regional Fire Station No. 82 Annex Building, Los Angeles, CA
- Los Angeles Regional Fire Station No. 82, Hollywood, CA
- Ojai Fire Station No. 2, Ojai, CA
- San Rafael Fire Station No. 57 and No. 52 with Tower, San Rafael, CA

EXPERIENCE • EDUCATION

- 40 Years of Experience
- Bachelor of Science, Electrical Engineering, California Polytechnic State University, San Luis Obispo, CA

- Registered Professional Engineer License No. EE10757
- California State Licensed Electrical Contractor License No. C10-274276
- State of Washington Professional Engineering License No. 40140
- National Society of Professional Engineers
- California Society of Professional Engineers (Past Vice-President of the Central Coast Chapter)
- · Institute of Electrical and Electronic Engineers







Brian is the director of the consulting engineering department and is involved in all projects from the initial proposal to the final punch walk. He weighs in on all HVAC and plumbing equipment and system selections. He is also tasked with performing quality control reviews for all project deliverables.

Experience

16 YEARS OF EXPERIENCE

BRIAN STARRETT | PE

Brian has over 16 years of professional experience providing mechanical and plumbing designs for high-performance buildings. Brian has led numerous design teams for projects across the entire built environment spectrum. His passion for energy-efficient building design coupled with his pragmatic approach to problem-solving results in high caliber, cost-effective designs that are delivered on time and on budget.

RELEVANT PROJECTS

- Vandenberg Air Force Base
 Wildland Fire Training Center
- Ventura County Fire District HQ and Training Center, Camarillo
- San Carlos Fire Station #16
- San Luis Obispo Fire Station No. 1
- Long Beach Fire Station #14 Remodel
- Calexico Fire Station, Calexico
- UCSB Fire Station #17 Remodel, Goleta
- Rancho Cucamonga Fire Station #178

EDUCATION

 Bachelor of Science, Mechanical Engineering California Polytechnic State University, San Luis Obispo, CA

- Licensed Professional Engineer State of California #M34068
- American Society of Heating, Refrigeration & Air Conditioning Engineers (ASHRAE)
- American Society of Plumbing Engineers (ASPE)
- United States Green Building Council (USGBC)







Project Role

PROJECT MANAGER & MANAGING COST ESTIMATOR

Lead the estimating efforts for all milestone estimate phases.

Experience

21 YEARS OF EXPERIENCE

JEFF SAYLOR

Jeff has over twenty years of experience developing cost estimates for fire stations, public safety facilities, state office buildings, municipal offices, city halls, civic centers, and other civic facilities. Jeff possesses extensive experience with DSA, OPSC, and Title 24 requirements, and has led LSA's estimating efforts ensuring that our wide range of civic and other public agency estimates are compliant with various ordinances.

RELEVANT PROJECTS

- SFPW Earthquake Safety and Emergency Response Bond 2014, San Francisco
- Contra Costa County Fire Protection District, Brentwood Fire Station 54 Demolition
- Fremont Fire Department Admin Offices & Training Center, Fremont
- Rohnert Park Fire Station Program
 Training Facility, Rohnert Park
- · Lodi Fire Training Room
- LA Fire Department Emergency Training, LA Fire Department, Los Angeles
- Emeryville Fire Station and EOC Renovation
- Visalia Fire Station
- Orinda Moraga Fire Station 43
- Alameda Fire Station #3, Alameda, CA6 YR CIP Budget Remodel 2 Fire Stations, Millbrae
- Alameda County Six Station Replacement
- · Avalon Fire Station, Catalina Island

EDUCATION

Bachelor of Science, Business,
 California State University, Chico

ACCREDITATIONS • LICENSES • AFFILIATIONS

 American Society of Professional Estimators (ASPE)



WE KNOW FIRE STATIONS

Who doesn't remember a school field trip to a fire station? It is a visit that stirs a magical mix of feelings: drama, excitement, heroism, and security all bundled together in a single place. Fire stations are American icons, points of pride, and symbols of civic ownership. RRM understands the relationship of fire stations and community, but also knows fire station design must be operations-based and within budget. We've built an award-winning public safety team with expertise in communicating design concepts, interpreting client design/budget goals, and coordinating stakeholder participation.

The pages that follow provide a sampling of our relevant fire station projects. On these sheets we call out a few key noteworthy features that seem particularly relevent to the City of Scotts Valley fire station design requirements.

250+

public safety project completed for first responders in California

100+

fire stations completed in the Western United States

50+

public safety projects that our proposed team have completed together

LEED Certified buildings

UP NEXT:

Examples of our work







SANTA CLARA COUNTY FIRE STATIONS **REDWOOD AND QUITO** LOS GATOS, CA

NOTABLE INFO:

Client: Santa Clara County Fire Department **Timeline:** Ongoing



RRM SERVICES PROVIDED:

Architecture, Civil Engineering, *Landscape Architecture*





Located in the Santa Cruz Mountains directly off the treacherous Highway 17, the **Redwood Station** sits at the center of a small residential community in a redwood forest. Though Redwood began as a modest project to replace a manufactured dorm building, Santa Clara Fire opted

Much like Sacramento Metro, the Santa Clara County Fire Department had completed a Facilities Condition

Assessment to prioritize capital projects to add, replace

or renovate existing stations. RRM was initially hired for a

single project, to design a new Quito Fire Station. Shortly thereafter, the Department asked us to work on replacing

firefighter living quarters at their Redwood Station. The

Department eventually decided to demolish and build an

entirely new Redwood Fire Station.

for an entirely new Station that features a "fire watch tower" element that was popular with the department and neighbors alike. This project is currently in plan check.

The oldest station in the Department, Quito is somewhat of an eyesore on busy State Highway 9 that connects two of Santa Clara County's most prestigious neighborhoods, Los Gatos and Saratoga. This acts as something of a double-edged sword; the County has resources but those resources and the projects they fund are heavily scrutinized by neighbors in this sophisticated, upscale community.

The design process included extensive community outreach and consensus was reached for a classic brick-faced Station. This project is currently in plan check.

NEXT PAGE: REDWOOD STATION CONSTRUCTION PROGRESS PHOTOS



FROM OUR VISION TO NEAR FRUITION: REDWOOD STATION

















CITY OF MADERA FIRE STATION NO. 58

MADERA, CA

NOTABLE INFO AND STATS:

Client: City of Madera Timeline: 9/2017 - Present



RRM SERVICES PROVIDED:

Architecture, Landscape Architecture





The City of Madera hired RRM to design a new fire station located adjacent to the municipal airport. This station is to include three apparatus bays, sleeping areas and living area for two companies and a battalion chief. The site is large and includes an area set aside for a future training facility. The campus main gas line was sized to accommodate future live fire training props. RRM worked with the City to investigate architectural character for the station. The City wanted to utilize stone and large-scale post and beam elements to be consistent with other civic architecture in the area. A curved roof form over the apparatus bay was selected to reference the adjacent airport while maintaining the strength of the stone bases and walls to ground the building. The station is designed with spaces to separate firefighter living and sleeping areas from the equipment and apparatus to protect firefighters from harmful contaminates. The facility utilizes materials for high durability throughout for a building that will stand the test of time.









LOS ANGELES FIRE STATIONS

LOS ANGELES, CA

RRM has been retained to provide design services for a number of Los Angeles regional fire stations and public service facilities over the past two decades, including the following:

- Fire Station No. 82 (LEED-NC Gold) and Annex Building (LEED-NC Silver): RRM provided full architectural and landscape architectural design and construction administration on a contemporary, three-story, 32,000 sf fire station located at Hollywood Boulevard and Van Ness Avenue. RRM also designed a two-story, multipurpose building at the rear of the Fire Station No. 82 site
- Fire Station No. 13 (LEED-NC Gold): This 15,400-sf, \$7-million, two-story RRM project was designed to include three heavy apparatus bays, three light apparatus bays, and working, sleeping, restroom, locker room, shower, fitness, and training facilities
- **Fire Station No. 77** (LEED-NC Certified): RRM performed both architectural and landscape architectural design services for this 15,400-sf, two-story facility that included xeriscaping, on-site staging areas for additional equipment (in the event of hillside fires in the area), fueling areas, public access, and adequate parking for all personnel at shift changes
- Fire Station No. 83 (LEED-NC Certified): This 14,500-sf building was the leader in setting design and operational goals for the rest of the anticipated Fire Bond projects. Set on a 1.2-acre improved site in Encino, the station's design complements the existing residential neighborhood while accommodating the operational needs of the fire department

NEXT PAGE: MORE INFO ON OUR LOS ANGELES FIRE STATIONS











NOTABLE INFO AND STATS:

Client: City of Los Angeles Timeline: Various dates from 2002 through 2014



Architecture, Engineering Landscape Architecture







"The Fire Department, the City, and its residents will benefit from operational cost savings for years to come due to RRM's commitment to energy efficiency through design."

- W. Patrick Valenzuela, Captain II and Curt M. Klafta, Battalion Chief, City of Los Angeles, Fire Facilities Fire Bond Project





FIRE STATIONS BAY POINT NO. 86 AND PACHECO NO. 9 BAY POINT, CA

NOTABLE INFO:

Client: Contra Costa County
Timeline: Ongoing

RRM SERVICES PROVIDED:

Architecture, Civil Engineering, Structural Engineering, Landscape Architecture, Surveying





Pacheco Fire Station No. 9

Contra Costa County hired RRM Design Group to develop a prototype design for new fire stations, to identify space needs, equipment, and furnishings lists and budgets. The prototype was adopted and RRM prepared conceptual design concepts for two fire stations: Bay Point Fire Station No. 86 and Pacheco Fire Station No 9.

These designs provide a standard for the County while allowing for flexibility of number of bunk rooms and the addition of a Battalion Chief where needed. The Bay Point and Pacheco areas have different architectural context and

therefore differing architectural character. RRM worked with the Fire Department to identify the unique character of each community and utilize the same floor plan prototype to develop



two distinctly different station elevations. With approved conceptual design, the Bay Point Station is built!

The Pacheco Fire Station needs to house two fire helicopters with support crew as it is adjacent to the airfield. RRM has prepared multiple site layouts to coordinate with the airfield and work around adjacent sensitive biological areas. The result is a campus that services both responses to the surrounding community on the ground and by air. RRM is currently in schematic design for the Pacheco Fire Station.













"As a fellow design professional I hold [Mike Scott] and RRM Design Group in highest regard for your professionalism, vision and abilities. I hope that I will again have the opportunity to work with you and/or RRM Design Group in the future."

- Frederic Clark, Community Development Director, City of Manteca

MANTECA FIRE STATION NO. 4 & 5

MANTECA, CA

NOTABLE INFO AND STATS:

Client: City of Manteca
Timeline: 2007-2021



RRM SERVICES PROVIDED:

Architecture, Civil Engineering



The City of Manteca retained RRM for complete architectural and engineering services for the construction of a new fire station to be located in an existing neighborhood community. The station includes a 7,341 sf first floor with a 826 sf second floor storage area, and is located on a 43,277 sf site on a corner lot. It was of utmost importance to integrate the design within the community, therefore the station was designed with lowprofile roofs and a materials palette taken from the adjacent neighborhood. Fire Department operations were also a top priority, with the firefighter living areas including individual bunk rooms, apparatus support systems (such as vehicle exhaust and high-efficiency response doors) and the addition of vehicle fueling and radio antenna tower. The project also includes a department meeting room. In addition, RRM was also hired to provide bridging architectural services in the design process for fire station #5.





TRACY FIRE STATION NO. 95 TRACY, CA

NOTABLE INFO AND STATS:

Client: South San Joaquin County Fire Authority

> **Location:** 22484 Grant Line Rd, Tracy, CA 95304

Timeline: 2018-2021

RRM SERVICES PROVIDED:

Architecture, Landscape Architecture, Planning





The City of Tracy retained RRM for a new fire station. Approximately 7,400 square feet, single-story structure with three apparatus bays, support/maintenance areas, four dormitory rooms, two dormitory restrooms, one public restroom, a day room, a kitchen, a dining room, an exercise/ fitness room, and administrative space for office work and emergency communications equipment. The new station will be located on a one- to two- acre site with dimensions based on design requirements. The new design meets essential service facility standards as required by law to ensure the new station remains operational and functioning after a major seismic event. The apparatus bays and doors are of ample width and height to properly house, facilitate reasonable maintenance of, and allow peril-free egress for the firefighting apparatus of the foreseeable future. It provides modern living quarters for a four-person, mixed-gender crew to staff the station on a 24-hour basis. Construction was completed in August of 2021.







GLEN LOMA RANCH FIRE STATION

GILROY, CA

NOTABLE INFO AND STATS:

Client: GJF Consulting (Glen Loma Corporation) Timeline: 2015-2021

SERVICES PROVIDED:



Architecture and Landscape Architecture new Glen Loma Development. RRM worked with the fire department to meet their operational needs. The design of the station protects firefighters from carcinogens with spaces that assist in the decontamination process, providing clear separation and protection of the living spaces from the apparatus bay and decontamination area. The Glen Loma Corporation is building a community-based fire station on an approved specific plan with a farmhouse theme due to the historic agricultural area. RRM implemented the fire department program with a design that has a clear civic identity, yet fits within the context of the area.

The Glen Loma Corporation, in coordination with the City of Gilroy, hired RRM to design a new fire station in the







VENTURA COUNTY FIRE STATIONS

THOUSAND OAKS AND SANTA PAULA, CA

NOTABLE INFO AND STATS:

Client: Ventura County Fire Department Timeline: 2018-Present



SERVICES PROVIDED:

Architecture, Landscape Architecture, Civil and Structural Engineering



The Ventura County Fire Department hired RRM to first design the Thousand Oaks single story fire station to meet their department needs for building and site. The project includes living and sleeping areas, office and public interaction areas and support and storage areas. The project also included site amenities such as emergency generator, fuel dispensing, security fencing, secure parking and fire fighter patio. The County asked RRM to design a new two story station for the City of Santa Paula with a historic Brick Firehouse design. Through this process RRM is helping solidify the department standards.











VISALIA FIRE STATIONS NOS. 53 AND 55 AND TRAINING CENTER VISALIA, CA

NOTABLE INFO AND STATS:

Client: City of Visalia Timeline: 4/2014 - 3/2018



RRM SERVICES PROVIDED:

Architecture, Engineering





RRM Design Group provided architecture and engineering services for building and site improvements on an existing greenfield for Visalia's new fire station and fire department training center. The project includes a new 11,335 sf fire station (a one-story building with two apparatus bays and support spaces, three bunk rooms, kitchen/dining/living spaces, administration offices, entrance lobby, training classroom, and support spaces), a new 6,840 sf training building (a two-story, CMU block and concrete commercial-style building with a four-story stair tower), site training props and vehicle maneuvering areas. The project construction ended up with a \$0 change order rate, and the contractor wrote a check back to the owner for the full contingency amount.

Following the success of Visalia Fire Station and Training Center No. 55, RRM won the bid for the design of the new Fire Station No. 53, a sister station to the previous. The acclaimed Fire Station 55 design performed in program, project schedule, and budget so well that the City of Visalia Fire Department requested a similar model to their existing center with relatively minor changes. The design of Fire Station 53 features three bunk rooms and two apparatus bays, with full accommodation to firefighters with a 700 sf day room and kitchen, exercise room, laundry, and turnout rooms, with additional mechanical, technical, and administrative spaces. Station 53 stands at 6900 sf of its 1.25ac site and complements its neighbors well in the Southwest area of Visalia.



OUR MECHANICAL AND PLUMBING SUBCONSULTANT'S RELATED EXPERIENCE



3C | ENGINEERING



Rancho Cucamonga Fire Station 178

 \mathbb{Q} Rancho Cucamonga, CA \mathbb{Q} March 2021—Present \$ \$11M

3CE is providing mechanical and plumbing design for a new 8,300 square foot ground-up fire station. The systems include a VRF heat recovery system for the common space, bunk rooms, and offices. The apparatus bay is provided with radiant heating and Plymovent vehicle exhaust system. A central energy recovery ventilation system for the house side of the station and a gas shut-off system is in process of being designed. 3CE also provided back-up battery analysis. Being a new facility, the systems are all designed to meet the latest energy efficiency and Green Building standards.

Facility Type

Fire Station

Architect

Mary McGrath Architects (510) 208-9400



MECHANICAL AND PLUMBING SUBCONSULTANT'S RELATED EXPERIENCE **CONTINUED**



3C | ENGINEERING



Ventura County Fire District HQ and Training Center



3CE is providing mechanical plumbing design for a new ground-up 70,000 sq ft. fire station training center in Camarillo, CA. The design includes fire/ burn props to simulate different situations a fireman may encounter from oven/range fires to cars and dumpster fires. The design uses high-pressure propane, thus systems are being designed with enough capacity to simulate all the props a number of sessions without having to refill storage tanks. The training structures are all designed with no intention of permanent occupancy. All elements within the training facility are non-combustible to prevent structure fires caused by prop fires.

Facility Type

Fire Station

Architect

Mary McGrath Architects (510) 208-9400

SMARTER BUILDINGS BY DESIGN



OUR ELECTRICAL ENGINEERING SUBCONSULTANT'S FIRM SUMMARY

THOMA ELECTRIC INC. ENGINEERING & CONSTRUCTION

The Electrical Engineering Division of Thoma Electric, Inc. provides electrical design and consulting services in all facets of the Electrical Construction and Communications Industry throughout California.



A variety of projects have been successfully completed over the years. These include many projects in the area of communications, residential, commercial, government facilities, institutional, educational, industrial, military, recreation and health care (many Office of Statewide Planning and Development).

The Electrical Engineering Division of Thoma Electric, Inc. is unique in its ability to maintain a closeness to the construction community because of the association with its sister Construction Division founded in 1961. It shares information regarding new products and existing or new work methods. This allows the Engineering group to consider the cost, quality, success and failure of systems with which the Construction Division has had experience. This tool is of benefit to an owner as it provides quality planning and "value engineering" during design, rather than after design is complete. Practical solutions to solving problems have always been our strength.

Communications Systems have become increasingly sophisticated and the integration of voice, data and power system controls will continue to play a major role in modern design. Our staff is actively involved in reviewing and implementing the emerging government and industry standards for communications systems design from mobile communications cell sites to office LANs and fiber-based campus networks. Our firm has worked on a variety of projects for clients such as AT&T, Pac Bell, Sprint, Cellular One, Nextel, Word Com, Time Warner, California Polytechnic State University, Cuesta Community College, Allan Hancock Community College, Fresno City College District, County of Santa Barbara and County of San Luis Obispo.

The Electrical Engineering Division consists of a staff of fifteen, which includes (4) licensed Professional Electrical Engineers, (3) Electrical Engineers, (2) Electrical Designers and (5) Electrical Design Assistants and drafting staff, utilizing computer aided drafting and (1) Administrative Assistant

The firm is an active member in the following Professional organizations:

National Society of Professional Engineers
California Society of Professional Engineer
Building Industry Consulting Service International (BICSI)
Institute of Electrical and Electronic Engineers
American Society of Professional Estimators
National Fire Protection Association
Illumination Engineering Society
San Luis Obispo County Contractors Association
International Conference of Building Officials
International Association of Electrical Inspectors
National Electrical Contractors Association
San Luis Obispo Chamber of Commerce
Central Coast Building Industry Association

This involvement continues to keep the firm up to date on the rapidly changing technologies with which the industry has been flooded in recent years. Satisfied clients continue to be our greatest marketing strategy.



OUR COST ESTIMATING SUBCONSULTANT'S FIRM SUMMARY AND RELATED EXERIENCE



SF ESER Bond 2014 - Police Facilities & Neighborhood Stations, San Francisco, CA

Under ESER 2014 Bond Program, Saylor staff provided estimating services for identified seismic rehabilitation improvements and upgrades needed at neighborhood fire stations and district police stations throughout the City of San Francisco. Projects include the complete renovation of select facilities, accessibility barrier removals and focused scope improvements including roof repairs, exterior improvements, mechanical, electrical and plumbing system upgrades. Multiple projects acquired LEED Gold certification. As a joint venture with Jacobs, Saylor's preconstruction services included design phase cost estimating, value engineering, and contractor reconciliation. Saylor's construction phase services included change order estimating and contractor/subcontractor negotiation.

Below is the list of police and fire stations Saylor staff provided to SFDPW ESER Bond 2014.

Fire Stations:

- Fire Station 2, Powell Street
- Fire Station 3, Post Street
- Package 3 Fire Station 6 (135 Sanchez Ave), Fire Station 9 (2245 Jerrold Ave), Fire Station 10 (665 Presidio Ave), Fire Station 11 (26th street), Fire Station 17 (1295 Shafter Ave)
- Fire Station 7, Folsom Street
- Fire Station 8, Bluxome Street
- Package 1 Fire Stations 11, 12, 15, 21
- Fire Station 15, Ocean Ave
- Fire Station 16
- Fire Station 20, Olympia Way
- Fire Station 22, 16th Ave
- Fire Station 23, 45th Ave
- Fire Station 24, Hoffman Ave
- Fire Station 29, Vermont Street
- Fire Station 34, 41st Ave
- Fire Station 36
- Fire Station 38
- Fire Station 40
- Fire Station 41, Leavenworth Street
- Fire Station 49, Evans Ave

Police Stations:

- Ingleside Police Station
- Northern Police Station
- Park Police Station
- Police Academy
- Richmond Police Station
- Taraval Police Station

Date of Services: 2015-2018 Project Value: \$110 Million

Size: 500,000+ SF





PROJECT UNDERSTANDING AND APPROACH Proposal for Architectural Services for a New Fire Station Facility

ORGANIZATION AND APPROACH

ROLES AND ORGANIZATION OF PROPOSED TEAM

RRM has worked with its team, both in-house and outside subconsultants, on public safety projects for years. Our in-house structural engineers work closely with our architects and are steps away from face-to-face over the table coordination. We have designed together multiple essential services facilities from single-story wood frames stations to multiple-story steel and concrete block stations in high seismic locations.

RRM has worked for decades, specifically designing fire stations, with our electrical and mechanical engineers. Our subconsultants understand and have led the way with RRM, designing today's cutting edge fire station for electrical and mechanical systems. Together we provide energy-efficient solutions with a cost conscience approach.

RRM's in-house landscape architects have worked on dozens of fire stations to provide landscaping that meets local requirements but requires minimal maintenance for the department. Local understanding of site infrastructure and standards is very valuable to the project as it connects the surrounding site.

RRM has worked directly with Leland Saylor Associates for outside cost estimating for decades, specifically on fire station projects. They understand the costs for this project type and updates their database following each bid to provide the project the most relevant cost information.

RRM's in-house architectural team is led by Mike Scott, the principal-in-charge and leader of the public safety studio. Beyond overseeing the team, Mike is a hands-on fire station architect. He insures the station layout and configuration provide rapid response time, public to private separation and adherence to the most up-to-date designs for protecting fire fighters from the harmful carcinogens that they encounter in their profession. At RRM, we call this Design4Life.

Joining Mike, is Kathryn Hicks who will occupy the role of project manager. Kathryn will be the main point of contact and manage the schedule and budget. In addition, she will bring lessons learned from the completion through the construction of such stations as the Redwood Fire Station in

Los Gatos.

Jon Houck will be the architect for the project and will oversee the production and quality of the construction documents. Todd Hansen is a code and constructibility specialist who will prepare the specifications and perform the quality control review of the project. Having recently completed construction the San Pablo and Bay Point Fire Stations in Contra Costa County and nearing the end of construction on Redwood Fire Station for Santa Clara County, Todd will ensure that lessons learned are implemented on the Scotts Valley station.



RRM 's Scott Martin will be the design director for Fire Station No. I and will ensure the high-quality of the design. We feel the best value for the City is to bring not only a team with decades of fire station experience, but one that has also

completed similar projects in nearby counties. Our experience developing stations up and down the state of California, coupled with our recent experience working directly with a neighboring Fire Department at Redwood Fire Station, a site with similar goals and constraints, allows this team to provide the City of Scotts Valley unmatched value.

OUR SAFETY-FIRST DESIGN METHOD

Design4Life is RRM Design Group's commitment to fire station design that reduces firefighter exposure to potentially harmful contaminants and carcinogens. Firefighters save lives every day, but are themselves at risk of exposure to deadly carcinogens at the incident site that can then be carried into the apparatus and on into the Firehouse. A well-designed station that supports the best practices described in "Healthy In, Healthy Out" can help



firefighters stay healthy on the job and for the rest of their lives after retirement from active service.

GREEN ZONE - CLEAN AREA

Clean zone for office, bunk rooms, day room, kitchen, fitness, and bathrooms

YELLOW ZONE - TRANSITION AREA

FITNESS PATIO

FITNESS AREA

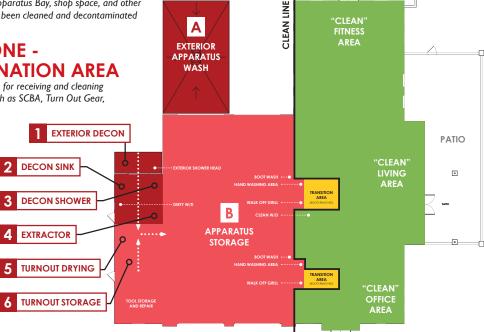
Positive air vestibule, boot changing area, response alcove

RED ZONE - HAZARD AREA EQUIP STORAGE

Transitional space, such as Apparatus Bay, shop space, and other areas for equipment that has been cleaned and decontaminated

DARK RED ZONE -DECONTAMINATION AREA

Dedicated and isolated areas for receiving and cleaning contaminated equipment such as SCBA, Turn Out Gear, hoses, and biohazard waste





Α

PROJECT AND MANAGEMENT APPROACH

RRM's approach to managing fire stations has been successful with cities, counties, and fire districts throughout California. We understand the communication is of utmost importance. At the beginning of the project, the schedule will be discussed in detail to clarify agency and owner review durations and to confirm strategies for reaching targeted goals. The proposed schedule is based on RRM's experience and decades of fire station design. Additionally, RRM has reviewed in detail the documents provided as part of the RFQ and this proposal has been tailored to meet the specific needs of the



Fire Department and the selected site. The phases for the design of Fire Station No. I begin with formalizing of the site and floor plan with the Fire Department to ensure that the proposed space and program is responsive to the Fire Department's needs. Additionally with Fire Department input, we will refine the conceptual design elevations to ft the character of Scotts Valley.

After coordinating review with the City and Fire Department, and working together with the City for the necessary approvals, RRM and the engineering consultants will prepare design development level drawings. The schedule identifies client meetings to review the architectural and engineering design of the different sites and building systems. Early in the design development

process, RRM will meet with City building officials to verify agreement regarding the code approach for the fire station, stormwater compliance strategies, and accessibility requirements for the fire station. Following the approval of the design development package, RRM will proceed with the construction document package in preparation for submittal for building

department review. The schedule identifies meeting times and durations for both design team responses, agency review, and comments. RRM's preliminary meeting with building department reviewers helps eliminate surprises during the plan check process for a more efficient review of the project. Prior to receiving a permit, RRM will work with the City to prepare an RFP for qualified bidders. When the permit is issued, RRM's schedule identifies durations for contract, and bidding and addendum issuance. RRM has identified construction duration and will support the City with quality construction administration services throughout construction. RRM will advise the City on construction duration based on similar size fire stations and will review with the City areas on the schedule where acceleration can occur if needed.



During each phased milestone of the design process, the schedule identifies a period for cost estimating and owner review to verify the project is on target with the budget. RRM will work with the City to review estimates and discuss value adjustments if needed. This is a key component to a successful project design that meets the desired goal within the budget and the schedule target set at the beginning of the project.

RRM's proposed team for this project has time reserved per the schedule within the request for proposal (RFP) to meet the goals of this project. RRM's depth of bench-strength of the lead team members, along with the support staff with fire station experience allow us to meet planned, scheduled targets and accommodate schedule adjustments when they occur. This team is ready and excited to work on your new fire station.

RRM'S GUIDED PROCESS

- City/Fire Department Stakeholders
- RRM Design Group

DESIGN TEAM MEETINGS

- FD Interview & **Review Sessions**
- Verification Based on Past Layout

FIRE STATION DESIGN STANDARDS REVIEW

• Update Existing Program

FIRE STATION

PROGRAM

• Fire Department Review

FIRE STATION

- Operations
- Circulation/Access • Site Features
- Elevations

Space Size SF Qty SF Qty

Rendering

• Image Boards

SITE PLAN

ELEVATIONS



VERIFICATION FLOOR PLANS

S A



CONCEPTUAL

- Form Design Team
- Floor Plan Concept Verification
- Site Plan Concept Verification



SCHEMATICS

- Architectural Plans
 Civil
 Landscape
 Public Outreach
 Planning Review PROJECT • Archi
 • Civil
 • Land
 • Publi



DESIGN DEVELOPMENT/ CONSTRUCTION

DOCUMENTS

- Arch Drawings
- Eng Drawings
- Specifications Permitting

BIDDING

- QA/QC
- Addenda
- Pre-Construction Meeting



CONSTRUCTION ADMINISTRATION

- Site Meeting
- RFI
- Submittals





PROJECT CLOSEOUT

- Punch List
- Record Drawings



SCOPE OF SERVICES

We understand that the Scotts Valley Fire Department desires to build a two story fire station on an approximately 1.5 acre site on La Madrona Drive. There will be careful consideration given to the placement of the station to allow for apparatus access, emergency backup generator and fuel tank, and secure fire fighter parking. Additionally the layout of the site shall consider the addition of a future administration building that will be designed and constructed under a separate contract. The station will be two stories, between 10,000 sf and 12,000 sf. and of type VB construction. It is expected that the station will have three apparatus bays and that a minimum of two of the bays will be drive through apparatus bays. It is anticipated that the apparatus support spaces and fire fighter offices will be located on the ground floor and that the second story will house the fire fighter living area, individual sleeping rooms, and restrooms.

It is assumed that the architectural character of the station will match the building in the surrounding area. We have prepared two conceptual renderings as part of this proposal, one that speaks to the contextual mountain architecture through out Scotts Valley and a second more modern option that pulls inspiration from the rugged industrial history of the Santa Cruz mountain railroads. The floor plans show the proposed arrangement and size of the programmed spaces. It is assumed that these will be refined during the design process to meet the requirements of the City and need of the Fire Department.

Based on recently bid and constructed similar projects and taking into account the associated site work and current market conditions, we assume that the cost of construction for this station to be around \$950 a square foot, putting the constriction cost for the proposed 10,730 sf station, at approximately \$10.2 million. We have worked closely with our consultant team to identify areas where design savings are available by identifying past projects with similar finishes and building systems to the station being proposed for Scotts Valley. In doing so we have been able to reduce our basic services design fee just over 8% of the cost of construction so that we can deliver the best value possible to the city and fire department,

We have also included as part of this proposal a list of supplemental and optional tasks to ensure that the proposal can be tailored to the exact needs of the fire department.

We anticipate that if RRM is selected for this project, we will work with the Client to refine the scope to best fit the needs of the fire department. The following listing and description of phases and tasks represent our approach for the project.

PHASE 1: PLANNING AND PRELIMINARY PROJECT ASSESSMENT

Task I.1 Fire Station Conceptual Layout - Complete Task I.2 Schematic Design

PHASE 2: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

Task 2.1 Design Development

Task 2.2 Construction Documents

Task 2.3 Permitting

PHASE 3: BIDDING PHASE

Task 3.1 Bidding

Phase 4: Construction and Project Completion

Task 4.1 Construction Administration

Task 4.2 Record Drawings and Project Close-Out

SUPPLEMENTAL TASKS

Task S.I Retaining wall design

OPTIONAL TASKS

Task O.I Design Development Cost Estimate

Task O.2 Construction Document Cost Estimate

Task O.3 Commissioning for buildings over 10,000 sf

Task O.4 Optional Alternate Foundation – Rock Column Pad

Task O.5 Optional Alternate Foundation – Caissons and

Grade Beams



PHASE 1: PLANNING AND PRELIMINARY PROJECT ASSESSMENT

Task I.I: Fire Station Conceptual Layout - Floor Plan

Complete as part of the Request for Qualifications.

Task 1.2: Schematic Design

During this Task, RRM will meet with the Fire Department to verify the program for the station based on the information provided in the RFQ and the preliminary floor plan prepared by the design team. We will verify that the quantity, size, and arrangement of the proposed spaces in the station adequately support the needs of the fire department. With the conceptual floor plan defined, RRM will prepare a schematic site plan and complete the schematic design application package for submittal to the City Planning Division.

Tasks:

- · Prepare schematic site plan
- Schematic building elevations
- · Prepare the planning submittal package
- · Secure utility information
- Assist Client with the preparation of presentation for the Planning Commission, if required

Deliverables:

- · Project schedule
- Drawings to support Planning/Community Development Application (if required)
 - Architectural site plan colored for presentation
 - · Architectural floor plan
 - Architectural building elevations
 - · Landscape plan
 - Conceptual grading and drainage plan
 - Colored rendering

Meetings:

- Two (2) working project status meeting to review the schematic drawings
- Attendance at one (I) City Planning approval meeting, if required

Client Participation:

- · Attendance at working project status meetings
- Attendance at planning approval meetings
- · Provide timely decisions regarding the design
- Assistance with preparation and processing of planning application
- Provide previously surveyed documentation
- Provide geotechnical report compliant with 2022 building code



PHASE 2: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

Task 2.1: Design Development

Based on the schematic design documents and project budget, RRM and our consultant team will develop the building systems for the project. In the design development task, the A/E team will design and layout the basic engineering systems. If selected, a design development level construction cost estimate will be prepared to reflect the information developed in this task. Decisions made in this phase are evaluated based on operational needs, durability, operations and maintenance, initial and long-term costs, sustainability, and other priorities identified in the schematic design phase.

Tasks:

- · Work with the Client to review the project design and budget
- Develop 100% design development package to include:
 - Architectural drawings
 - Engineering drawings
 - Progress specifications
 - Design development level cost estimate (if selected)

Deliverables:

- · Design development drawings
- · Design development progress specifications
- Design development engineering drawings
- Design development level construction cost estimate (if selected)
- · Interior finishes materials board
- Response to Client comments

Meetings:

· One meeting to present and review the design development package with the Client

Client Participation:

- · Attend scheduled design development meetings
- · Provide timely decisions regarding the design
- · Review and approval of design development package

Task 2.2: Construction Documents

Based on the schematic design/design development drawings, specifications, and the construction cost estimate, RRM and our consultants will prepare the construction documents.

Tasks:

- Develop 90% construction documents package for permit submittal to include:
 - Architectural drawings
 - Engineering drawings
 - Specifications
 - Title 24 Reports
 - Structural calculations



- Assist the Client in preparing their standard front end specifications (Division 1 and General Conditions if needed) to meet the specifics of the project.
- 90% construction document level cost estimate (if selected)
- RRM in-house QA/QC process

Deliverables:

- 90% construction document package (for Client review and permit submittal)
- 90% construction cost estimate (if selected)
- Response to Client comments

Meetings:

- One meeting to present and review a 50% construction document package with the Client
- One meeting to review Client comments to the 90% construction documents

Client Participation:

- · Attendance of Client/RRM team meetings
- Provide timely decisions regarding design and cost
- Provide Standard Division I and General Condition specifications

Task 2.3: Permitting

RRM will submit the 90% construction documents to the City Building Department for plan check review at the end of the construction document task. RRM will respond to the plan check comments received in writing and prepare documentation to achieve permit-ready status. During this task, minor modification to the documents may also occur as a result of City team review comments and RRM's in-house QA/QC process. RRM will incorporate agency plan check, RRM in-house QA/QC, and City review comments into the 100% construction document set for the project bidding process.

Tasks:

- Submit to City for building permit
- · Respond to plan check comments

Deliverables:

100% construction documents with building department comments included submittal for bidding

Meetings:

One meeting to review plan check comments with the building department

Client Participation:

- Payment of plan check fees
- Attendance of RRM/agency meetings



PHASE 3: BIDDING PHASE

Task 3.1: Bidding

RRM and our consultants will assist the Client during the bidding phase by participating in a pre-bid conference, evaluating, and advising the Client regarding substitution requests, and responding to questions from prospective bidders in the form of an addendum.

Tasks:

- · Respond to bidder questions
- Prepare one (1) addendum

Meetings:

- One (I) pre-bid conference with prospective bidders
- One (I) bid opening

Client Participation:

• Attendance at pre-bid conference

PHASE 4: CONSTRUCTION AND PROJECT COMPLETION

Task 4.1: Construction Administration

RRM and our consultants will assist the Client during the construction phase by reviewing and responding to contractor submittals and requests for additional information, reviewing and responding to requests by the Client or contractor for changes in the work, observing and advising the Client construction administrator regarding construction progress and conformance to the contract documents. We will attend regular progress meetings, assist the Client in preparing a punch list, and advise the Client on the status of the project with respect to substantial completion and final completion.

Tasks:

- Respond to Requests for Information (RFI)
- Issue supplemental information/instructions
- Review payment applications
- Review change proposals and change orders
- · Prepare field observation reports when needed
- Prepare punch list
- Attendance at preconstruction meeting and on-site construction project meetings two (2) times per month for 12 months – 24 total meetings
- Review of contractor provided record as-built drawings and operations and maintenance manuals

Meetings:

- One (I) pre-construction meeting
- Twenty-four (24) on-site project meetings/construction observations (two [2] per month) anticipated 12 month construction window
- Up to twenty-four (24) virtual project meetings (two [2] per month)
- One (I) preliminary punch list walk-through
- One (I) final construction completion meeting



Client Participation:

· Attendance at job site and virtual meetings

Task 4.2: Record Drawings and Project Closeout

RRM and our consultants will prepare a set of record drawings to include the revisions made during construction to provide the Client with a complete record of the project as completed.

Tasks:

- · Review revisions and changes during construction
- · Incorporate changes into drawing set

Deliverables:

- · Initial record drawing set for Client review
- Final reproducible record drawing set on heavy bond paper

Client Participation:

Review and provide comment to initial record drawing set

SUPPLEMENTAL TASKS

Task S.I Retaining Wall Design

It is anticipated that a 10'-12' retaining wall will be needed at the rear of the property to provide adequate site area for parking, site mounted equipment and apparatus maneuvering space. Under this task, RRM will coordinate with the civil engineer to develop a wall profile and provide the structural design and detailing of the site retaining walls.

Deliverables:

- Retaining Wall details in the permit submittal package
- Structural calculations

Task S.2: Off-site Construction Documents

Based on the Fire Department approved design development drawings, RRM's civil engineers will proceed with the preparation of the off-site construction documents. It is anticipated that the within public right of way will require a separate encroachment permit and will be separate plan set for submission to the city.

Deliverables:

- · Off-site construction documents submittal
 - Civil site plans- approx. 10 sheets (Generally will include the following, title sheet, general notes, existing condition and site preparation, Plan and Profile La Madrona Drive, Details, Erosion Control.)
 - Specifications



OPTIONAL TASKS

O.I: Design Development Cost Estimate

RRM will contract with an outside third-party cost estimator to provide a design development cost estimate at the completion of the design development drawings. RRM will review the findings of the estimate with the Client to discuss any value-engineering options if desired.

O.2: Construction Documents Cost Estimate

RRM will contract with an outside third-party cost estimator to provide a construction documents cost estimate at the completion of the construction documents. RRM will review the findings of the estimate with the Client to discuss any value-engineering options if desired.

O.3: Commissioning for Buildings Over 10,000 sf

Based on the RFQ, it is assumed that the building will be over 10,000 sf. Under this task, RRM's mechanical consultant will be retained to prepare the commissioning documentation required by the California Green Building Code to permit buildings over 10,000 sf. This is a new code requirement by the 2022 California Green Building Code. This will be submitted to the building department as part of the plan check process and include site commissioning during construction and a final commissioning report at the end of the project.

O.4: Optional Alternate Foundation - Rock Column Pad

This task includes the structural coordination with rock column engineer to design a building pad appropriate for the structure. Selection of this foundation type will be dependent on the recommendations of the geotechnical engineer and the updated geotechnical report. Due to the unknown nature of fill dirt on this site, a third party engineer may be retained as an additional service to provide the structural design for rock columns to support the building. It is anticipated that the engineer will be retained by the grading contractor as part of a deferred approval.

Deliverables:

• One (I) meeting with rock column engineer

Exclusions:

· Design of rock columns

O.5: Optional Alternate Foundation Design - Caissons and Grade Beams

This task includes the structural design and detailing of the cast in place concrete caissons and grade beams. Selection of this foundation type will be dependent on the recommendations of the geotechnical engineer and the updated geotechnical report.

Deliverables:

Caisson and grade beam details in the permit submittal package

- Structural calculations
 - Structural calculations will be provided to support the structural construction documents for submission to the City for a building permit
 - 8.5" x 11" in PDF format



SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- Geotechnical report It is assumed that current report will be updated to the requirements of the 2022 building code.
- Site topographic survey in CAD format.
- Title report
- · All required permitting and plan check fees

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the Client or changes in the Client's program or direction that are inconsistent with prior approvals are subject to additional services fees. Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and Client-approved, fixed-fee, or hourly basis per the terms of the attached Exhibit A-I.

The following services or tasks are specifically excluded from the scope:

- LEED Documentation
- · Off-site utility work
- · Analysis of and design of the existing off-site storm drainage facilities and conditions
- Analysis of off-site sewer, water, and storm drain utility capacities
- SWPPP construction monitoring, QSP services, or SWPPP updates during construction
- Environmental services or CEQA documentation
- Traffic studies (Available as an Additional Service)
- AutoCAD file record drawings. The design team will review the contractor's markups
- Street improvements (streetlights, traffic signals, etc.) Note: Curb gutter and sidewalk are included unless a separate drawing submittal is required
- Bid forms and general conditions use City standard
- Encroachment permit processing
- Geotechnical services
- Design/Build project delivery
- Topographic survey/locating existing underground utilities it is assumed that it will be provided by Scotts Valley
 Fire Protection Districts
- Arborist report can be provided as an additional service
- · Potholing to verify utilities
- Utility testing or downstream capacity analysis. It is assumed that the existing Sewer, Water and Strom have adequate capacity to serve this site
- Non-Standard foundation designs other than those outlined above Upon receipt of the updated geotechnical report
- Revisions to floor plan deviating from Scotts Valley City Fire Station No. 1 plan
- Furnishing design, procurement, delivery, and installation Can be provided as an additional service
- Full coverage fire sprinkler design Performance specifications will be provided for deferred approval
 Full coverage fire alerting system Performance specification will be provided for deferred approval (Complete Fire Alarm system to be provided)
- Upgrade of electrical service to the site. (Assumes utility drawing as provided with RFP (PG&E PM#30495246)
 has been constructed and is ready for extension to project site.)

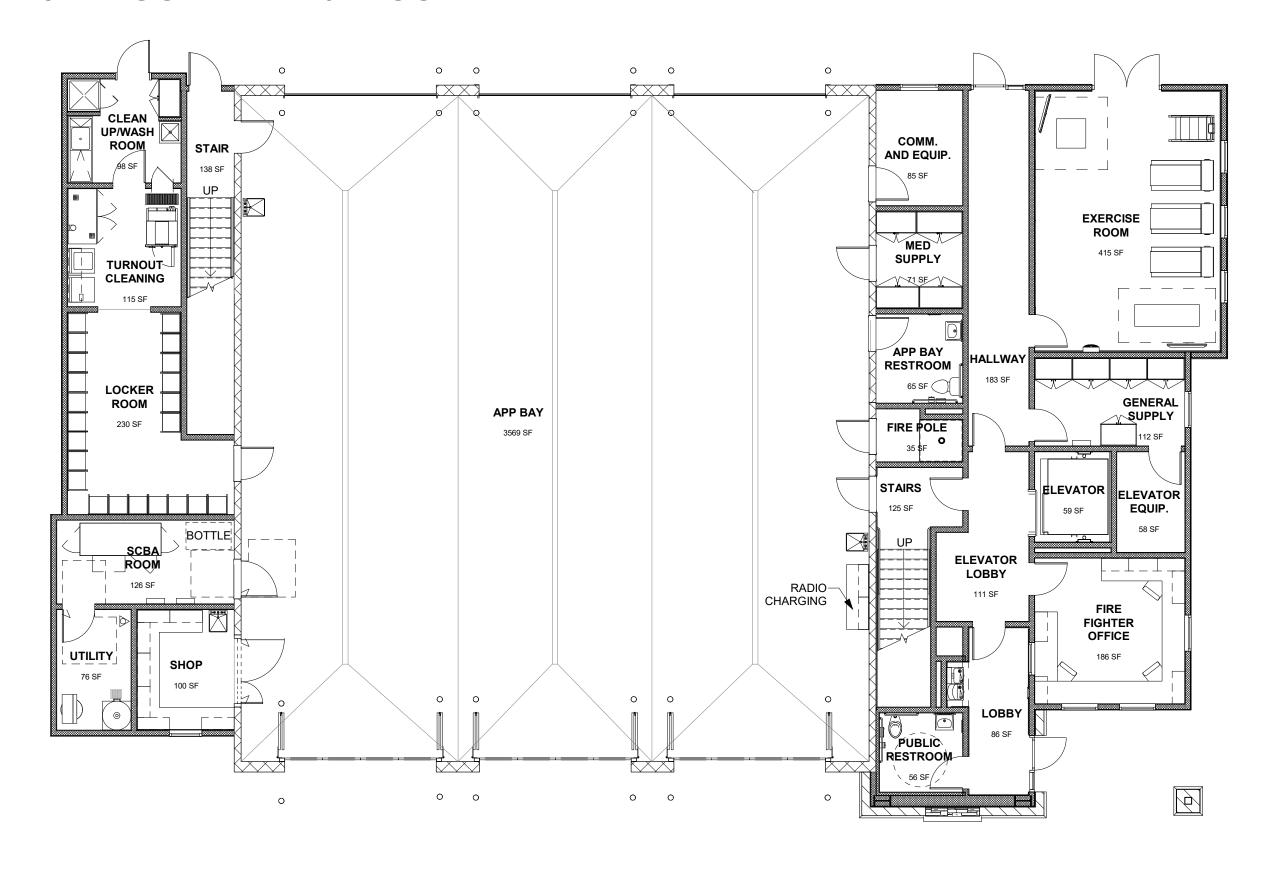


- Complete photovoltaic (PV) and Battery energy storage systems (BESS) design (performance specification of photovoltaic (PV) system interconnection requirements will be provided. Assumes that awarded contractor will provide both design and installation services (design/build) based upon performance criteria outlined on construction documents)
- Design for Emergency radio responder communications system (ERRCS).
- Pump stations (for sewer and/or storm drains)
- Septic system
- Bus stops
- Pavement rehab and striping in La Madrona. It is assumed that the offsite will be limited to curb/gutter sidewalk -driveway and utility tie in





CONCEPTUAL FLOOR PLAN - 1ST FLOOR



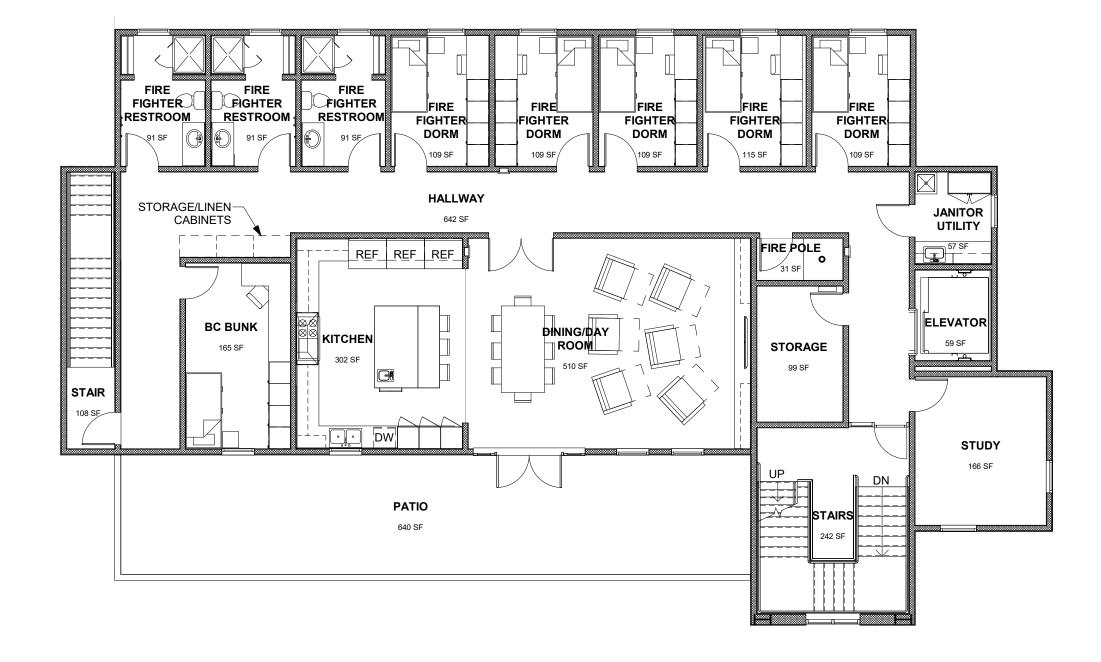


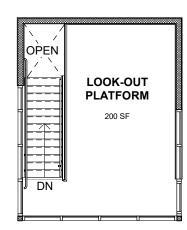


SCOTTS VALLEY, CA

LEVEL 1 FLOOR PLAN A-1

CONCEPTUAL FLOOR PLAN - 2ND FLOOR







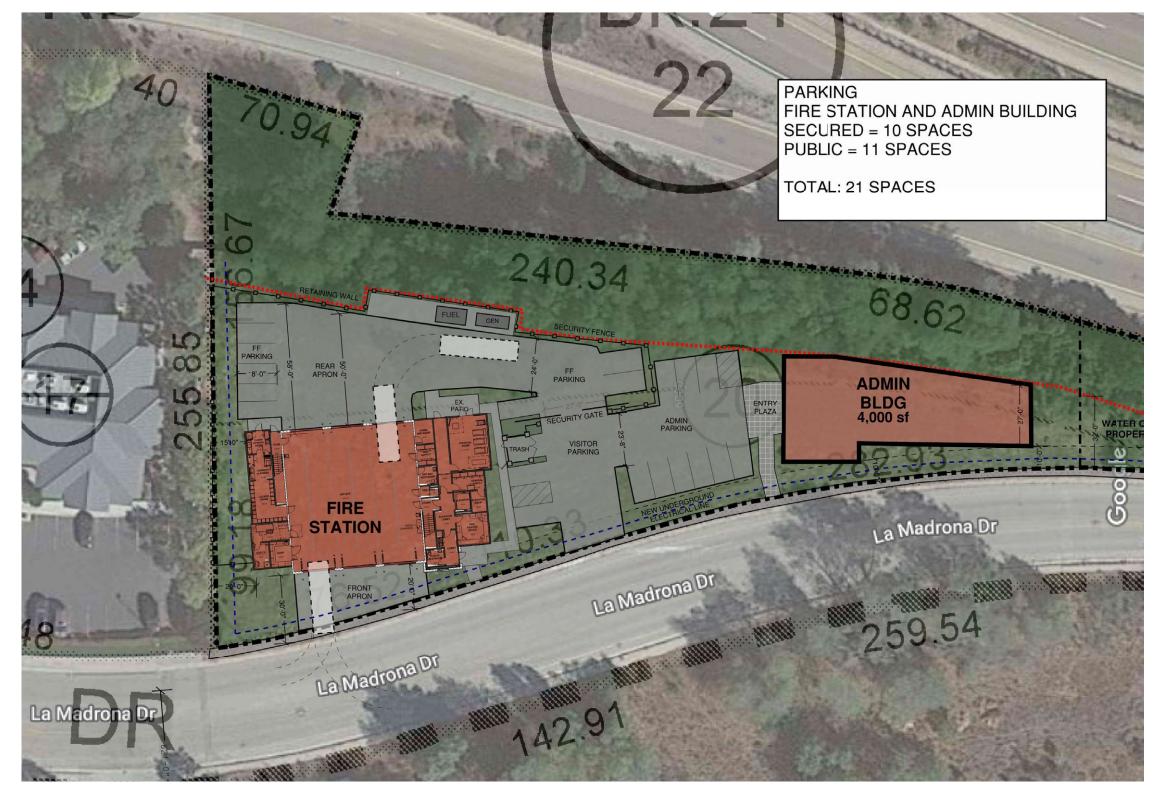
CONCEPTUAL FRONT ELEVATION - TRADITIONAL OPTION



CONCEPTUAL FRONT ELEVATION - MODERN OPTION



SITE PLAN

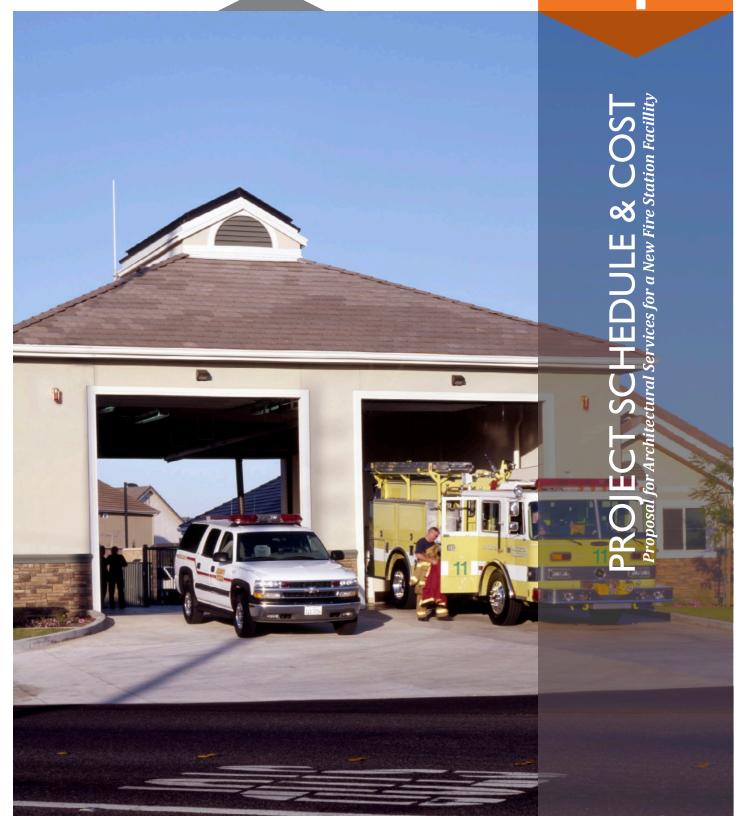






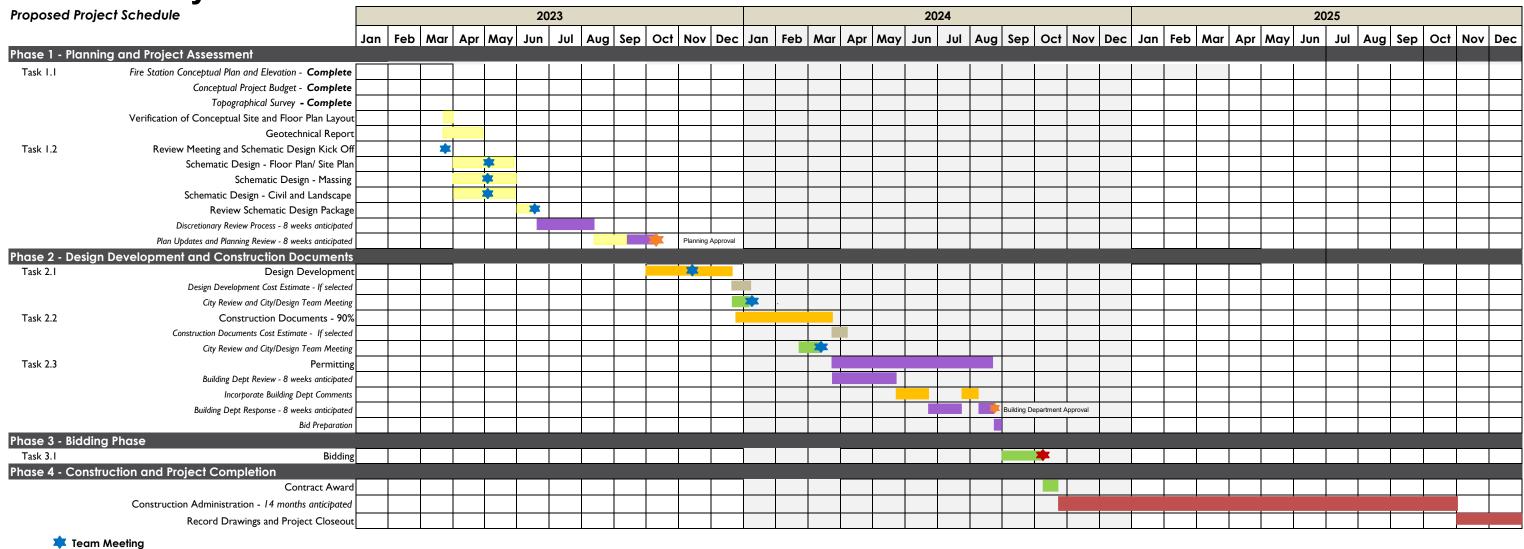
RRM PROJECT
Modesto Fire Station

4



SCHEDULE

Scotts Valley Fire Station 1





Public Meeting

≢ Bid Award Period

Notes:

I. City review durations are projections. Timing is dependent on the City.

2. Starting Design Development prior to Discretionary Review is at client risk.

FEE SCHEDULE

TASK AND FEE SUMMARY

TASK	DESCRIPTION	(D FEE otnote-)
Task I	Planning and Project Assessment			
1.1	Fire Station Conceptual Layout	\$	C	OMPLETE
1.2	Schematic Design	\$		96,812
	Task I Subtotal	\$		96,812
Task 2	Design Development and Construction Documents			
2.1	Design Development	\$		144,602
2.2	Construction Documents	\$		273,530
2.3	Permitting	\$		42,340
	Task 2 Subtotal	\$		460,472
Task 3	Bidding Phase			
3.1	Bidding	\$		24,368
	Task 3 Subtotal	\$		24,398
Task 4	Construction and Project Completion			
4. I	Construction Administration	\$		209,243
4.2	Record Drawings and Project Close-Out	\$		13,860
	Task 4 Subtotal	\$		223,103
	SUBTOTAL:		\$804	4,755
	Estimated Reimbursable Expenses:		\$15	,000
	ESTIMATED PROJECT TOTAL:		\$819	7,755
Task S	Optional Tasks			
S.I	Retaining Wall Design		\$	9,860
S.2	Offsite Right of Way Improvements		\$	29,500
	Task S Subto	tal:	\$	39,360
Task S	Optional Tasks			
0.1	Design Development Cost Estimate		\$	23,250
0.2	Construction Documents Cost Estimate		\$	30,810
0.3	Commissioning for Buildings Over 10,000sf		\$	25,713
0.4	Rock Column Pad		\$	2,660
O.5	Alternate Foundation – Caissons and Grade Beams		\$	15,860
	Task O Subto	tal:	\$	97,663
	ESTIMATED PROJECT TOT	AL:	\$9	56,778

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.



5

REFERENCES
Proposal for Architectural Services for a New Fire Station Facillity

CLIENT REFERENCES



MATT WATSON

Assistant Fire Chief
Madera County Fire and Rescue
(559) 706-8805

Matt.Watson@fire.ca.gov

Project: City of Madera Fire Station No. 58

Timeline: 2017-2020

(see page 25 for additional project information and

images)



SERGIO SANCHEZ

Division Chief-Support Services County of Santa Barbara (805) 681-4045

SFSanchez@countyofsb.org

Projects: County of Santa Barbara Fire Station

- including New Cuyama Fire Station No. 41

& Sheriff Substation
Timeline: 2020 - Present



DAVID BRAMELL

Fire Division Chief

South San Joaquin County Fire Authority

(209) 831-6700

David.Bramell@cityoftracy.org

Projects: Tracy Fire Station No. 95, Phase I &2, No.99

Timeline: 2016-2022

(see page 30 for additional project information and

images)



LANTZ REY

Former Fire Marshal for the City of Manteca

(209) 614-1716

Lantz.rey@gmail.com

Project: Manteca Fire Station No. 5

Timeline: 2016-2020

(see page 29 for additional project information and

images)



PAUL BELL

Manager – Facilities and Construction

Ventura County Fire Department

(805) 383-4721

paul.bell@ventura.org

Projects: Thousand Oaks Fire Station No. 34 and Santa

Paula Fire Station No. 29
Timeline: 2018-Present

(see page 32 for additional project information and

images)





Kathryn Hicks on Redwood Fire Station's Worksite

Scotts Valley Fire Protection District		SOTS VALLEY RESCUE
POLICY: 1104	SUBJECT: Family Medic	cal Leave Act/
	California Fa	mily Rights Act
DATE APPROVED: 3/8/2023		
BOARD PRESIDENT:	FIRE CHIEF:	

PURPOSE AND SCOPE

The Scotts Valley Fire Protection District ("SVFPD") provides family and medical care leave for eligible employees as required by federal and state law. Employees who misuse or abuse family and medical care leave may be disciplined, up to and including termination. Employees who fraudulently obtain or use California Family Rights Act ("CFRA") leave are not protected by the CFRA's job restoration or maintenance of health benefits provisions.

This policy is supplemented by the Federal Family and Medical Leave Act ("FMLA"), and the CFRA. Unless otherwise stated in this policy, "Leave" means leave pursuant to the FMLA and CFRA. Unless otherwise provided by law, the SVFPD will run each employee's FMLA and CFRA leaves concurrently.

Nothing in this policy supersedes any provision of any collective bargaining agreement, civil service or other local rule, or any law that provides greater family or medical leave rights.

DEFINITIONS

Definitions related to this policy include:

12-Month Period – a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.

CFRA - California Family Rights Act.

Child:

- Under the FMLA, "child" means a child under the age of 18 years of age, or 18 years of age or older who is incapable of self-care because of a mental or physical disability. An employee's child is one for whom the employee has actual day-to-day responsibility for care, and includes a biological, adopted, foster or step-child. A child is "incapable of self care" if he/she requires active assistance or supervision to provide daily self-care in three or more of the activities of daily living or instrumental activities of daily living, such as caring for grooming and hygiene, bathing, dressing and eating, cooking, cleaning shopping, taking public transportation, paying bills, maintaining a residence, or using telephones and directories.
- Under the CFRA, "child" means a child, including a child who is 18 years of age or older who is capable of self-care. An employee's child means a biological, adopted, foster, step-child, legal ward, a child of a domestic partner, or a person to whom the employee stands in loco parentis.

Scotts Valley Fire Protection District	SEGITS VALLED MEGALE FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

Covered Active Duty - (1) in the case of a member of a regular component of the Armed Forces, duty during deployment of the member with the Armed Forces to a foreign country; or (2) in the case of a member of the reserve component of the Armed Forces, duty during the deployment of members of the Armed Forces to a foreign country under a call or order to active duty under certain specified provisions.

Covered Service Member - (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy.

Designated Person - any individual related by blood or whose association with the employee is the equivalent of a family relationship. The designated person may be identified by the employee at the time the employee requests the leave. Employees are limited to one designated person per 12-month period for CFRA leave.

Domestic Partner – another adult with whom the employee has chosen to share their life in an intimate and committed relationship of mutual caring and with whom the employee has filed a Declaration of Domestic Partnership with the Secretary of State, and who meets the criteria specified in California Family Code section 297. A legal union formed in another state that is substantially equivalent to the California domestic partnership is also sufficient.

Family Member – for FMLA leave, family member means an employee's child, parent, and spouse. "Family member" for CFRA leave, family member means an employee's child, parent, parent-in-law, spouse, domestic partner, grandchild, grandparent, sibling, or designated person.

FMLA - The Federal Family and Medical Leave Act.

Grandchild – a child of the employee's child.

Grandparent – a parent of the employee's parent.

Health Care Provider – any of the following:

- 1. A doctor of medicine or osteopathy who is authorized to practice medicine or surgery in the State of California:
- 2. An individual duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state or jurisdiction, including another country, which directly treats or supervises treatment of a serious health condition:
- 3. A podiatrist, dentist, clinical psychologist, optometrist, or chiropractor (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by x-ray to exist) authorized to practice in California and performing within the scope of their practice as defined under California State law:

Scotts Valley Fire Protection District	SEOTIS VALLED FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

- 4. A nurse practitioner or nurse-midwife or a clinical social worker who is authorized to practice under California State law and who are performing within the scope of their practice as defined under California State law;
- 5. A Christian Science practitioner listed with the First Church of Christ, Scientist in Boston, Massachusetts; and
- 6. Any health care provider from whom an employer or group health plan's benefits manager will accept certification of the existence of a serious health condition to substantiate a claim for benefits.

Next of Kin of a Covered Service Member – the nearest blood relative other than the covered service member's spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA.

Outpatient Status – with respect to a covered service member, the status of a member of the Armed Forces assigned to either: (1) a military medical treatment facility as an outpatient; or (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.

Parent – the biological parent of an employee or an individual who stands or stood in loco parentis (in place of a parent) to an employee when the employee was a child. This term does not include parents-in-law.

Parent-in-law – the parent of a spouse or domestic partner of the employee.

Qualified Health Care Professional - A physician, surgeon, doctor of osteopathy, podiatrist, dentist, psychologist, optometrist, nurse practitioner, nurse midwife, clinical social worker, or physician assistant duly licensed and authorized to practice medicine, chiropractors for some purposes, or any health care provider from whom the Scotts Valley Fire Protection District (SVFPD) benefits plan will accept certification of the existence of a serious health condition to substantiate a claim for benefits.

Serious Health Condition - an illness, injury impairment, or physical or mental condition that involves:

1. Inpatient Care in a hospital, hospice, or residential medical care facility, including any period of incapacity (g., inability to work or perform other regular daily activities due to the serious health condition, treatment involved, or recovery therefrom). A person is considered "inpatient" when a health care facility admits them to the facility with the expectation that they will remain at least overnight, even if it later develops that such person can be discharged or transferred to another facility, and does not actually remain overnight; or

Scotts Valley Fire Protection District	SEOTIS VALLED FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

- 2. Continuing treatment by a health care provider: A serious health condition involving continuing treatment by a health care provider includes any one or more of the following:
 - a. A period of incapacity (e., inability to work, or perform other regular daily activities) due to serious health condition of more than three consecutive calendar days; and
 - b. Any subsequent treatment or period of incapacity relating to the same condition, that also involves:
 - i. Treatment two or more times by a health care provider, by a nurse or physician's assistant under direct supervision by a health care provider, or by a provider of health care services (*e.g.*, a physical therapist) under orders of, or on referral by a health care provider; or
 - ii. Treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the health care provider. This includes, for example, a course of prescription medication or therapy requiring special equipment to resolve or alleviate the health condition. If the medication is over the counter, and can be initiated without a visit to a health care provider, it does not constitute a regimen of continuing treatment.
- 3. Any period of incapacity due to pregnancy or for prenatal care. Note that pregnancy is a "serious health condition" only under the FMLA. Under California law, an employee disabled by pregnancy is entitled to pregnancy leave. (*See* Leave Because of Pregnancy, Childbirth, or Related Medical Condition.)
- 4. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition. A chronic serious health condition is one which:
 - a. Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider;
 - b. Continues over an extended period of time (including recurring episodes of a single underlying condition); and
 - c. May cause episodic rather than a continuing period of incapacity (*e.g.*, asthma, diabetes, epilepsy, etc.). Absences for such incapacity qualify for leave even if the absence lasts only one day.
- 5. A period of incapacity that is permanent or long-term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of, but need not be receiving active treatment by health care provider.
- 6. Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment.

Serious Injury or Illness - (1) in the case of a member of the Armed forces, including a member of the National Guard or reserves, means an injury or illness that a covered service member incurred in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by the service in the line of duty on active duty in the Armed Forces) and that may render the service member medically unfit to perform the duties of the member's office, grade, rank, or rating; or (2) in the case of a veteran who was a member of the

Scotts Valley Fire Protection District	EGOTS MALLES FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

Armed Forces, including a member of the National Guard or Reserves, means an injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.

Sibling – a person related to the employee by blood, adoption, or affinity through a common legal or biological parent.

Single 12 Month Period – a 12-month period which begins on the first day the eligible employee takes FMLA leave to take care of a covered service member and ends 12 months after that date.

Spouse – one or two persons to a marriage, regardless of the sex of the persons, and for purposes of CFRA leave, includes a registered domestic partner as defined above.

POLICY

It is the policy of the SVFPD to manage unpaid leave for eligible employees for qualified medical and family reasons in compliance with federal and state law and any applicable collective bargaining agreement.

REASONS FOR LEAVE

Leave is only permitted for the following reasons:

- 1. The birth of a child or to care for a newborn of an employee;
- 2. The placement of a child with an employee in connection with the adoption or foster care of a child;
- 3. Leave to care for a child, parent, or spouse who has a serious health condition;
- 4. Under the CFRA only, leave is permitted to care for a domestic partner, grandparent, grandchild, parent-in-law, sibling, or designated person who has a serious health condition. Leave for this purpose does not apply to FMLA leave and will not run concurrently with leave under the FMLA.
- 5. Leave because of a serious health condition that makes the employee unable to perform any one or more essential functions of their position;
- 6. Leave for a variety of "qualifying exigencies" arising out of the fact that an employee's spouse, son, daughter, or parent is on active duty or call to active duty status in the National Guard or Reserves in support of a contingency operation;
- 7. Under the CFRA only, leave for a variety of "qualifying exigencies" arising out of the fact that an employee's domestic partner is on active duty or call to active duty status in the National Guard or Reserves in support of a contingency operation. Leave for this purpose

Scotts Valley Fire Protection District	EGOTS MALLES FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

does not apply to FMLA leave and will not run concurrently with leave under the FMLA; or

8. Leave to care for a spouse, son, daughter, parent, or "next of kin" who is a covered service member of the U.S. Armed Forces who has a serious injury or illness: incurred in the line of duty while on active military duty; or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces. This leave can run up to 26 weeks of unpaid leave during a single 12-month period.

ELIGIBLE EMPLOYEES

Employees are eligible for FMLA/CFRA after working for the SVFPD for at least 12 months and working 1,250 hours over the 12 months immediately preceding the commencement of the leave.

For FMLA leave eligibility, the SVFPD must directly employ at least 50 full or part-time employees within a 75-mile radius for each working day during each of 20 or more calendar workweeks in the current or preceding calendar year. The workweeks do not have to be consecutive. The phrase "current or preceding calendar year" refers to the calendar year in which the employee requests the leave or the calendar year preceding this request.

TYPE AND DURATION OF LEAVE

Generally, eligible employees are entitled under FMLA/CFRA to 12 workweeks (672 hours for shift personnel and 480 hours for day personnel) of unpaid leave during any 12-month period. Up to 26 weeks of unpaid leave during any 12-month period may be available to care for certain covered military service members. If FMLA leave qualifies as both military caregiver leave and care for a family member with a serious health condition, the leave will be designated as military caregiver leave first.

The 12-month period is measured backward from the date leave is taken and continuously with each additional leave day taken.

MINIMUM DURATION OF LEAVE

- 1. If leave is requested for the birth, adoption or foster care placement of a child of the employee, leave must be concluded within one year of the birth or placement of the child. In addition, the basic minimum duration of such leave is two weeks. However, an employee is entitled to leave for one of these purposes (e.g., bonding with a newborn) for less than two weeks duration on any two occasions.
- 2. If leave is requested to care for a child, parent, parent-in-law, spouse, domestic partner, grandparent, grandchild, sibling, designated person, or the employee themselves with serious health condition, there is no minimum amount of leave that must be taken. However, compliance with the notice and medical certification provisions in this policy is required.

PARENTS BOTH EMPLOYED BY THE SVFPD

Scotts Valley Fire Protection District	EGOTS MALLES FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

If both parents of a child, adoptee, or foster child are employed by the SVFPD, the combined number of workweeks of leave is limited to 12 workweeks during any 12-month period. *CFRA does not permit the combination of leave time, so both spouses can utilize 12 workweeks of leave in any 12-month period.*

If both parents of a covered service member are employed by the SVFPD and are entitled to leave to care for a covered service member, the aggregate number of workweeks of leave to which both may be entitled is limited to 26 workweeks during the 12-month period. This limitation does not apply to any other type of leave under this policy.

INTERMITTENT LEAVE OR LEAVE ON A REDUCED SCHEDULE

An employee may take leave for the employee's own serious health condition, for the serious health condition of an immediate member, intermittently (a few days or hours at a time) or on a reduced schedule if medically necessary, and if that medical need can best be accommodated by an intermittent schedule as defined in federal law. The employee must provide medical certification that such leave is medically necessary. Leave due to a military exigency may be taken on an intermittent or reduced-leave schedule.

"Medically necessary" means there must be a medical need for the leave and that the leave can best be accomplished through an intermittent or reduced leave schedule. The SVFPD may require an employee who certifies the need for a reduced schedule or intermittent leave to temporarily transfer to an alternate position of equivalent pay and benefits that better accommodates the leave schedule.

Intermittent leave for the birth, adoption, or foster care placement of a child is only available if granted at the discretion of the Fire Chief, unless the employee has a serious health condition in connection with the birth or if the newborn child has a serious health condition. Intermittent leave for any employee shall be tracked and calculated. While CFRA intermittent leave does not require the Fire Chief's approval, there may be additional requirements for use of time.

EMPLOYEE BENEFITS WHILE ON LEAVE

Group Health Insurance during Unpaid Leave: While on unpaid leave, employees will continue to be covered by any group health insurance for up to 12 weeks each leave year to the same extent that coverage is provided while the employee is on the job. If the employee is disabled by pregnancy, coverage will continue up to four months each leave year. If an employee disabled by pregnancy also uses leave under the CFRA for baby-bonding, the SVFPD will maintain her coverage while she is disabled by pregnancy (up to four months or 17 1/3 weeks) and during her CFRA leave (up to 12 weeks).

Benefit Plans Not Provided through the SVFPD's Group Health Plan during Unpaid Leave Do Not Continue: The SVFPD does not pay for benefit plans that are not part of the group health plan for any employee on unpaid leave. As a result, employees will not continue to be covered under the SVFPD's benefit plans that are not provided through the SVFPD's group health plans while the employee is on unpaid leave.

Scotts Valley Fire Protection District	GUST'S VALLED THE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

Payment of Premiums: Employees are responsible for any health plan employee contributions while on leave. Employees may make the appropriate contributions for continued coverage under the health benefits plans by payroll deductions (if the employee is using their paid leave) or direct payments (if the employee is not using their paid leave). The SVFPD will inform the employee whether the direct payments for premiums should be paid to the carrier or to the SVFPD, and the deadlines for paying premiums in order to prevent coverage from being dropped. Employee contribution rates are subject to any change in rates that occurs while the employee is on leave.

Recovery of Premium if Employee Fails to Return from Leave: If an employee fails to return to work after their leave entitlement has been exhausted or expires, the SVFPD may recover its share of health plan premiums for the entire leave period unless the employee does not return because of the continuation, recurrence, or onset of a serious health condition of the employee or their family member that would entitle the employee to leave, or because of circumstances beyond the employee's control.

Employees may not accrue time off while on unpaid leave.

SUBSTITUTION OF PAID ACCRUED LEAVES

Subject to applicable collective bargaining agreements and civil service rules, employees may elect and the SVFPD will require an employee to concurrently use all applicable paid leave during family and medical leave, as described below.

EMPLOYEE'S RIGHT TO USE OF PAID ACCRUED LEAVE CONCURRENTLY WITH FAMILY LEAVE

An employee may use any earned or accrued paid leave except sick leave for all or part of any unpaid family and medical care leave. An employee is entitled to use sick leave concurrently with family and medical care leave for the employee's own serious health condition or that of the employee's parent, parent-in-law, spouse, domestic partner, child, grandparent, grandchild, or sibling.

SVFPD'S RIGHT TO REQUIRE AN EMPLOYEE TO USE PAID LEAVE WHEN USING FMLA/CFRA LEAVE

Employees must use and exhaust their accrued leaves concurrently with family and medical care leave to the same extent that employees have the right to use their accrued leaves concurrently with family and medical care leave with two (2) exceptions as described below:

- 1. Employees are not required to use paid leave during leave pursuant to a disability plan that pays a portion of the employee's salary while on leave unless the employee agrees to use paid leave to cover the unpaid portion of the disability leave benefit; and
- 2. An employee must agree to use accrued sick leave to care for a child, parent, spouse or domestic partner, grandparent, grandchild, or sibling.

Scotts Valley Fire Protection District	ELDI'S VALLEY FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

SVFPD'S RIGHT TO REQUIRE AN EMPLOYEE TO EXHAUST FMLA/CFRA LEAVE CONCURRENTLY WITH OTHER LEAVES

Except as otherwise provided under State law, if an employee takes a leave of absence for any reason that is FMLA/CFRA-qualifying, the SVFPD will designate that non FMLA/CFRA leave as running concurrently with the employee's 12-week FMLA/CFRA leave entitlement. The only exception is for firefighters who are on paid industrial injury leave.

SVFPD'S AND EMPLOYEE'S RIGHTS IF AN EMPLOYEE REQUESTS ACCRUED LEAVE WITHOUT MENTIONING FMLA OR CFRA

If an employee requests to utilize accrued vacation leave or other accrued paid time off without reference to a FMLA/CFRA qualifying purpose, the SVFPD may not ask the employee if the leave is for a FMLA/CFRA qualifying purpose. However, if the SVFPD denies the employee's request and the employee provides information that the requested time off is for a FMLA/CFRA qualifying purpose, the SVFPD may require the employee to exhaust accrued leave as described above.

PROCEDURES

MEDICAL CERTIFICATION/RECERTIFICATION

Employees who request leave must provide a medical certification and/or recertification to support the need for the leave as described below:

- 1. **Employee's Own Serious Health Condition:** Employees who request leave for their own serious health condition must provide written certification from the health care provider that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; and a statement that, due to the serious health condition, the employee is unable to work at all or is unable to perform any one or more of the essential functions of their position. Upon expiration of the time period the health care provider originally estimated that the employee needed for their own serious health condition, the employee must obtain recertification if additional leave is requested.
- 2. Family Member Serious Health Condition: Employees who request leave to care for a child, parent, parent-in-law, domestic partner, spouse, grandparent, grandchild, or sibling who has serious health condition must provide written certification from the health care provider of the family member requiring care that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; an estimate of the amount of time which the health care provider believes the employee needs to care for the child, parent, domestic partner, spouse, grandparent, grandchild, or sibling and a statement that the serious health condition warrants the participation of the employee to provide care during a period of treatment or supervision of the child, parent, domestic partner, spouse, grandparent, grandchild, or sibling. The term "warrants the participation of the employee" includes, but is not limited to, providing psychological comfort, and arranging third party care for the covered family member, as well as directly providing, or participating in, the medical care. Upon expiration of the time period the health care provider originally estimated that the employee needed to care for a

Scotts Valley Fire Protection District	SEOTIS VALLED FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

covered family member, the employer must obtain recertification if additional leave is requested.

- 3. **Service Member Serious Injury or Illness:** Employees who request FMLA leave to care for a covered service member who is a child, spouse, parent or "next of kin" of the employee, must provide written certification from a health care provider regarding the injured service member's serious injury or illness. The SVFPD will verify the certification as permitted by the FMLA regulations.
- 4. **Qualifying Exigency**: The first time an employee requests leave because of a qualifying exigency, an employee may require the employee to provide a copy of the military member's active duty orders or other documentation issued by the military which indicates that the military member is on covered active duty or call to active duty status in a foreign country, and the dates of the military member's active duty service. A copy of the new active duty orders or similar documentation shall be provided to the SVFPD if the need for leave because of a qualifying exigency arises out of a different active duty or call to active duty status of the same or a different military member. The SVFPD will verify the certification as permitted by the FMLA and CFRA regulations.

TIME TO PROVIDE A MEDICAL CERTIFICATION

When an employee has provided at least 30 days' notice for a foreseeable leave, the employee must provide a medical certification before the leave begins. When this is not possible, the employee must provide the medical certification to the SVFPD within the time frame requested by the SVFPD (which must allow at least 15 calendar days after the employer's request), unless it is not practicable under the particular circumstances to do so despite the employee's diligent, good faith efforts.

CONSEQUENCES FOR FAILURE TO PROVIDE AN ADEQUATE OR TIMELY CERTIFICATION

If an employee provides an incomplete medical certification, the employee will be given a reasonable opportunity to cure any such deficiency. However, if an employee fails to provide a medical certification within the time frame established in this policy, the SVFPD may delay the taking of FMLA/CFRA leave until required certification is provided, or deny FMLA/CFRA protections following the expiration of the time period to provide an adequate certification.

FIRE CHIEF'S REVIEW OF THE CONTENTS OF MEDICAL CERTIFICATION FOR EMPLOYEE'S OWN SERIOUS HEALTH CONDITION

Complete and Sufficient: The employee must provide a certification for their own serious health condition that is complete and sufficient to support the request for leave. A certification is incomplete if one or more of the applicable entries on the certification form have not been completed. A certification is insufficient if the information on the certification form is vague, ambiguous, or not responsive. If the certification is incomplete or insufficient, the Fire Chief or his/her designee will give the employee written notice of the deficiencies and seven days to cure,

Scotts Valley Fire Protection District	GLOTTS VALLED FIRE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

unless a longer period is necessary in light of the employee's diligent, good faith efforts to address the deficiencies.

Authentication and Clarification: After giving the employee an opportunity to cure the deficiencies in a medical certification for the employee's own serious health condition, the Fire Chief or his/her designee may contact the health care provider who provided the certification to clarify and/or authenticate the certification. "Authentication" means providing the health care provider with a copy of the certification form and requesting verification that the information on the form was completed or authorized by the health care provider who signed the form. "Clarification" means contacting the health care provider to understand the handwriting on the medical certification or to understand the meaning of the response. The Fire Chief or his/her designee may not ask for additional information beyond that required on the certification form.

SECOND AND THIRD MEDICAL OPINIONS FOR EMPLOYEE'S OWN SERIOUS HEALTH CONDITION

If the SVFPD has a good faith, objective reason to doubt the validity of a certification for the employee's serious health condition, the SVFPD may require a medical opinion of a second health care provider chosen and paid for by the SVFPD. If the second opinion is different from the first, the SVFPD may require the opinion of a third provider jointly approved by the SVFPD and the employee, but paid for by the SVFPD. The opinion of the third provider will be binding. The SVFPD must provide the employee with a copy of the second and third medical opinions, where applicable, without cost, upon the request of the employee.

EMPLOYEE NOTICE OF LEAVE

Although the SVFPD recognizes that emergencies arise which may require employees to request immediate leave, employees are required to give as much verbal or written notice as possible of their need for leave. If leave is foreseeable, at least 30 days' notice is required. In addition, if an employee knows that he/she will need leave in the future, but does not know the exact day(s) (e.g., for the birth of a child or to take care of a newborn), the employee shall inform their supervisor as soon as possible that such leave will be needed. For foreseeable leave due to a qualifying exigency, an employee must provide verbal or written notice of the need for leave as soon as practicable, regardless of how far in advance such leave is foreseeable.

REINSTATEMENT FOLLOWING LEAVE

Reinstatement to Same or Equivalent Position: Upon expiration of leave, an employee is entitled to be reinstated to the position of employment held when the leave commenced, or to an equivalent position with equivalent benefits and pay. Employees have no greater rights to reinstatement, benefits, and other conditions of employment than if the employee had been continuously employed during the FMLA/CFRA period.

Date of Reinstatement: If a definite date of reinstatement has been agreed upon at the beginning of the leave, the employee will be reinstated on the date agreed upon. If the reinstatement date differs from the original agreement of the employee and the SVFPD, the employee will be reinstated

Scotts Valley Fire Protection District	GUST'S VALLED THE DIST.
POLICY: 1104	SUBJECT: FMLA/CFRA

within two business days, where feasible, after the employee notifies the employer of their readiness to return.

Employee's Obligation to Periodically Report on their Condition: Employees shall be required to periodically report on their status and intent to return to work (29 USC § 2614; 29 CFR 825.311). This may assist in avoiding a delay in reinstatement when the employee is ready to return to work.

Fitness for Duty Certification: If upon return from leave an employee is unable to perform the essential functions of the job because of the employee's own serious health condition, the supervisor must obtain and present a fitness-for-duty certification from their health care provider stating that the employee is able to resume work. Failure to provide such certification will result in denial of reinstatement.

After exhausting paid FMLA/CFRA leave, non-paid leave will continue until the conclusion of the protected 12- or 26-week time limit.

Reinstatement of "Key Employees": Under the FMLA only, the SVFPD may deny reinstatement to a "key" employee (e., an employee who is among the highest paid 10 percent of all employed by the SVFPD within 75 miles of the worksite) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the SVFPD, and the employee is notified of the SVFPD's intent to deny reinstatement on such basis at the time the employer determines that such injury would occur. Under the CFRA, the SVFPD may not deny reinstatement to a "key" employee during or upon the expiration of CFRA leave.

REQUIRED FORMS

Employees must complete the applicable forms to receive family and medical care leave. The forms may be found at www.scottsvalleyfire.com.

RESPONSIBILITY

Supervisors should work with the Administration regarding questions relating to leave or reinstatement from leave under this policy. The Administration should advise the supervisor and inform members of their rights and responsibilities.

RECORDS

The SVFPD will maintain leave-related records as required by 29 CFR 825.500 for at least three years and in compliance with the SVFPD established records retention schedule.

Records and documents related to doctor certifications and other medical information created for purposes of complying with FMLA/CFRA and this policy shall be maintained as confidential medical records in separate files from employee personnel files.

NOTICE TO EMPLOYEES

The SVFPD will ensure that a notice explaining the FMLA/CFRA provisions and procedures is prominently posted in conspicuous places in the SVFPD where it can be readily seen by all employees and applicants for employment. Electronic posting is sufficient as long as the other posting requirements have been met.

Scotts Valley Fire Protection District		SOUTS VALLEY RESCUE FIRE DIST.
POLICY: 1113	SUBJECT:	Pregnancy Disability Leave
DATE APPROVED: 3/8/2023		
BOARD PRESIDENT:	FIRE CHIEF:	

PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the Scotts Valley Fire Protection District (SVFPD) to manage pregnancy disability leave in accordance with the California Fair Employment and Housing Act (FEHA) (Government Code § 12945; 2 CCR 11040) and the Pregnancy Discrimination Act of 1978 (42 USC § 2000e(k)).

DEFINITIONS

Definitions related to this policy include:

Interactive process - An informal meeting between employer and employee, designed to identify the precise limitations resulting from a disability and any potential reasonable accommodations that could overcome those limitations and allow the employee to return to work, either in their usual and customary position or some other type of work.

POLICY

The SVFPD recognizes pregnancy as a disability and shall treat pregnant employees in a manner consistent with other employees with disabilities. The SVFPD shall defer to a pregnant employee's qualified health care provider in assessing the employee's ability to work.

ELIGIBLE MEMBERS

Employees who are disabled by pregnancy, childbirth or related medical conditions are eligible for pregnancy disability leave. There is no required minimum amount of service time or number of hours worked in order to be eligible (2 CCR 11037).

TIME AND DURATION OF LEAVE

Under certain circumstances, an eligible employee may be entitled to take pregnancy disability leave of up to four months and leave allowed under the Family and Medical Leave Act (FMLA) of up to 12 weeks, for a combined total of approximately seven months.

Employees may take up to four months of pregnancy disability leave per pregnancy for any actual disability caused by pregnancy, childbirth or related medical conditions (Government Code §12945). Pregnancy disability leave need not be taken in one continuous period of time and may be taken intermittently, on an as-needed basis (2 CCR 11042).

POLICY No. 1113 Page 1 of 4

Scotts Valley Fire Protection District	FIRE DIST.	
POLICY: 1113	SUBJECT: Pregnancy Disability Leave	

Time off needed for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth and recovery from childbirth is allowed by pregnancy disability leave.

If affected by pregnancy, childbirth or related medical conditions, an employee may be permitted to transfer to a less strenuous or hazardous position or to less strenuous or hazardous duties, if such a transfer is recommended by the employee's physician after reviewing the employee's job description and required duties (2 CCR 11041).

An employee may also receive reasonable accommodation for conditions related to pregnancy, childbirth or related medical conditions, if recommended by a qualified health care professional (Government Code § 12945(3)).

BENEFITS DURING LEAVE

An employee on pregnancy disability leave may receive any group health insurance coverage that was provided before the leave (2 CCR 11044; Government Code § 12945) if:

- (a) The employee is eligible for concurrent family medical leave.
- (b) The employee has not already exhausted the 12-week group health insurance coverage benefit in the current FMLA eligibility period.

The SVFPD shall maintain and pay for the coverage for the duration of the leave as required in Government Code § 12945(2).

The SVFPD may recover premiums paid to maintain health coverage, as provided by FMLA laws and Government Code § 12945(2), if an employee does not return to work following pregnancy disability leave.

An employee on pregnancy disability leave, who is not eligible to receive group health insurance coverage, may receive health insurance coverage in conjunction with Consolidated Omnibus Budget Reconciliation Act (COBRA) guidelines by making monthly premium payments to the SVFPD.

Sick leave, vacation leave and seniority do not accrue while an employee is on unpaid pregnancy disability leave.

USE OF OTHER LEAVES

Employees are required to use accrued sick leave for any authorized pregnancy disability leave. At the employee's option, accrued vacation or other accrued time off may be applied toward the pregnancy disability leave. If no accrued sick or vacation leave is available, pregnancy disability leave is unpaid (2 CCR 11044).

POLICY No. 1113 Page 2 of 4

Scotts Valley Fire Protection District	FIRE DIST.	
POLICY: 1113	SUBJECT: Pregnancy Disability Leave	

Pregnancy disability leave will run concurrently with FMLA and any short-term disability leave for those employees who are eligible for both.

PROCEDURE

The following procedures apply to all employees requesting pregnancy disability leave:

- (a) Employees who wish to take pregnancy disability leave shall provide their supervisor with 30 days of advance notice if the need for leave is foreseeable or as soon as practicable if the need for leave was not foreseeable (2 CCR 11050).
- (b) An employee shall submit a written request for pregnancy disability leave approved by the Fire Chief or their designee before the leave begins. The employee shall submit "Certification of Health Care Provider for Pregnancy Disability Leave, Transfer and/or reasonable Accommodations" that the employee is disabled from working by pregnancy, childbirth or a related medical condition. The certification must state the expected duration of the disability and the expected date of return to work (Government Code §12945; 2 CCR 11050).
- (c) The supervisor should forward requests for pregnancy disability leave to the Fire Chief or their designee that the pregnancy disability leave or transfer request is responded to as soon as practicable and in no event later than 10 days after receiving the request (2 CCR 11050).
- (d) Employees shall submit any request for an extension of leave in writing to their supervisor prior to the agreed date of return. The request for extension must be supported by a written certification from the attending physician that the employee continues to be disabled by pregnancy, childbirth or a related medical condition.
- (e) Employees returning from pregnancy disability leave shall provide a written statement from a qualified health care professional attesting that the member is fit to return to full duty (2 CCR 11050).

REINSTATEMENT FOLLOWING LEAVE

Upon the expiration of pregnancy disability leave or transfer, and the SVFPD's receipt of a written return to full duty certification, the employee will be reinstated to their original or an equivalent position, unless the position has been eliminated for a legitimate business reason during the leave (2 CCR 11043).

If the same position is no longer available, as in a layoff, the employee will be entitled to a position that is comparable in pay, location, job content, promotional opportunity and geographic location if such a comparable position exists.

POLICY No. 1113 Page 3 of 4

Scotts Valley Fire Protection District	FIRE DIST.	
POLICY: 1113	SUBJECT: Pregnancy Disability Leave	

If upon return from pregnancy disability leave an employee is unable to perform the essential functions of the job because of a disability, the employee should work with the Fire Chief or their designee to engage in an interactive process to identify a potential reasonable accommodation.

RESPONSIBILITY

The Fire Chief or their designee should advise the supervisor and inform employee of their rights and responsibilities.

RECORDS

The SVFPD will maintain leave-related records for at least four years or in compliance with the SVFPD's established record retention schedule (Government Code §12946).

Records and documents related to doctor certifications and other medical information created for purposes of complying with FMLA/California Family Rights Act (CFRA) and this policy shall be maintained as confidential medical records in separate files from the employee's personnel files.

POLICY No. 1113 Page 4 of 4

Scotts Valley Fire Protection District		SECTIS VALLEY MESCUE FIRE DIST.
POLICY: 1601		ravel Request and Expense eimbursement
DATE APPROVED: 3/8/2023		
BOARD PRESIDENT:	FIRE CHIEF:	

Policy 1601: Travel Request and Expense Reimbursement

Purpose:

The Scotts Valley Fire Protection District (SVFPD) authorizes travel for business and training purposes for staff. This policy allows for the reimbursement for actual and necessary expenses incurred by staff for travel and training purposes. All travel and reimbursements are subject to approval and will be in accordance with policy and Internal Revenue Service (IRS) reimbursement guidelines.

Objective:

The objectives of the SVFPD Travel Request and Expense Reimbursement are as follows:

- 1. To support travel costs incurred on behalf of the SVFPD for the purpose of training or business.
- 2. To establish uniform criteria and approval authority for reimbursement of travel or training expenses.
- 3. To avoid the improper use of funds for travel that do not benefit the SVFPD.

Policy:

Travel Requests:

Educational Time Off (ETO) Requests- Travel requests for classes to be deducted from staff ETO funds per MOU must be approved by a Chief Officer.

Per Diem and Travel Reimbursement:

Personnel traveling for authorized SVFPD purposes will be reimbursed for meals and incidental expenses at the established IRS per diem rates. The SVFPD require all staff requesting reimbursement for approved travel to fill out a travel expense report form within thirty (30) days of return from travel. Whenever possible, the most economic option will be utilized when travelling.

Meals:

- 1. Meals will be reimbursed at the established IRS per diem rate
- 2. Meals will not be reimbursed when provided during travel (i.e. meals provided by conference).
- 3. Personnel requesting a per diem cannot charge meals to a SVFPD credit card.

POLICY No. 1601 Page 1 of 2

Scotts Valley Fire Protection District	SUTTS VALLEY. RESCUE FIRE DIST.		
POLICY: 1601	SUBJECT: Travel Request and Expense Reimbursement		

4. Meal receipts are not required when receiving a per diem if the travel expense report is completed.

Transportation:

- 1. Efforts will be made to utilize the most efficient and economic form of transportation.
- 2. Mileage will be reimbursed in accordance with the IRS mileage rate when utilizing a private vehicle.
- 3. Mileage will be documented if utilizing a private vehicle.
- 4. If utilizing a SVFPD sponsored vehicle, efforts will be made to fuel the vehicle using SVFPD fuel. In the event that is not possible, reimbursement will be made at cost of fuel documented by a receipt.
- 5. Transportation expenses include bridge rolls, parking, etc.

Lodging:

- 1. Lodging will be reimbursed at the IRS per diem rate.
- Exceptions can be made for conference room blocks in the event they exceed the IRS per diem rates.

Cancellations:

- 1. When travel arrangements must be cancelled, the traveler is responsible for handling the cancellation and for documenting the cancellation. If not cancelled within the cancellation policy the traveler may incur cost of any cancellation fees.
- 2. Cancellations are to be made in a timely manner, when possible, to avoid cancellation fees.

SVFPD will not reimburse for:

- 1. Airline Upgrades
- 2. Alcoholic Beverages
- 3. Early Boarding
- 4. Lodging Upgrades
- 5. Rental Vehicle Upgrades
- 6. Flight Insurance
- 7. Transportation for Personal Activities
- 8. Travel, lodging and meal expenses for non-employees (i.e. family)

POLICY No. 1601 Page 2 of 2



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Date: March 8, 2023

To: Board of Directors

From: Chief Whittle

Subject: February Administrative Report

Administration

- The Point and Pay credit card processing system has been implemented and is working well.
- Admin Specialist Bridges inspected 2 car seats in February.
- BC Stubendorff will by presenting the Districts iOS application known as "Run Book" (formally SCO Maps)
 to the Fire Operations group. Interested agencies would purchase the application from the District. The
 cost of the application will vary between agencies and any revenue will be used to cover developer cost.

Operations

- E2512: Returned from Hi-Tech with a new radiator and is back in service.
- All apparatus were weighed at the Central fire Shop per DOT / DMV requirements
- 2/21/2023 A-shift responded to a wildland fire off of Jack Rabbit Ridge and Weston Road. Central Fire, Branciforte Fire and Cal Fire assisted. 50'x50' fire on a steep slope caused by power lines slapping together and sparking. The evening of the fire saw winds 30-40 mph with gusts up to 50 mph. The fire was controlled within 10 minutes of arrival.
- 2/27/2023 A-shift responded to a vehicle roll over with injuries NB Hwy 17 and El Rancho. Crews provided vehicle stabilization and patient extrication. The extrication was quite technical due to the patients' level of entrapment.

EMS

- EMS training: Crews assigned Vector Solutions Advanced Asthma training. Paramedic CE's / continuing education.
- The new LUCAS devices was used on 4 cardiac arrest calls in the month of February.
- The District will be looking to purchase two new video laryngoscopes next fiscal year. The county medical director recently approved the use of video laryngoscopes by ALS providers.

Training

- Fire Academy: LODD at the BLTC 2/19/2022. FF Survival course. SVFD personnel on scene provided patient care.
- Fire Academy: RIC / Rapid Intervention Crew training. Roof top ventilation training.
- SCBA Breathing control exercise.
- County Block Training hosted by SVFD: Topic: HAZMAT FRO DECON / First Responder Decontamination.
- Engineer Paramedic Luke Duncan completed return to work sign offs for third man. Working on completing driving and pump operations.

Prevention

DFM Collins completed 80 annual initial inspections, 23 annual re-inspections, 14 construction inspections, and 3 in-house plan reviews.

70+ occupancies with old construction plans were sent to CSG to scan and digitize. Received back the electronic files and able to add each plan into the Streamline database. This will continue until all blueprints have been digitized.

DFM Collins attended the annual California Fire Prevention Institute weeklong conference taking classes such as fire alarm systems and lithium-ion batteries.

Chief Report

I received a phone call from the wife of a patient we responded to on February 12, 2023. She called to express her extreme gratitude to the crew that responded to her residence, and cared for her husband. Thank you to Captain Vandervoort, Eng. PM Brian Green and Eng. PM John Bridges for a job well done.

Admin Manager Walton and I met with Central Fire Chief Nee and two of his administrative staff to discuss their recent experience with consolidation. We are particularly interested in how to effectively make a smooth transition within the County Finance systems.

We received two new Bendix King KNGM150-R mobile radios through a 2019/2020 State Homeland Security Grant Program. We installed the first one in E2538 so crews can familiarize themselves with the operation. The second one will be installed in E2511 once everyone has been trained. We are scheduled to receive two more radios sometime this year from the 2020/2021 funding as well.

Admin Manager Walton, Captain Petteys, Captain Sundermier and myself met with representatives of Bay Sports Medicine of Los Gatos. We are exploring the option of changing medical physical providers. We currently utilize Agile Occupational Medicine, who recently purchased the Santa Cruz Occupational Medical Center that we have used for many years.

BC Stubendorff submitted a FEMA Assistance to Firefighters Grant (AFG) application for mobile and portable radios as well as a station alerting system for both stations. Many thanks to BC Stubendorff for his efforts and persistence on getting this grant prepared and submitted on-time.

On February 15th the SCO – Branciforte annexation ad-hoc committee met at the Branciforte station. The group is scheduled to meet again on the morning of March 8th.

The County Fire Chiefs, Law Enforcement agency leaders and Faris Sabbah, the County Superintendent of Schools met with Lieutenant Shawn Harper from Meridian Idaho Police Department and learned about the school safety program that was adopted statewide in Idaho. Our desire is to get all Santa Cruz County schools and public safety agencies training to the same unified emergency response plan.

I received an email from SV Water District General Manager Dave McNair with the recent property appraisal for the proposed easement on the La Madrona property. We have not yet received a proposal for the property, however Mr. McNair followed up his email with a phone call stating that an official offer was going to follow. This proposal/offer will be discussed with the station ad-hoc committee and brought to the full Board in a future meeting for discussion in closed session.

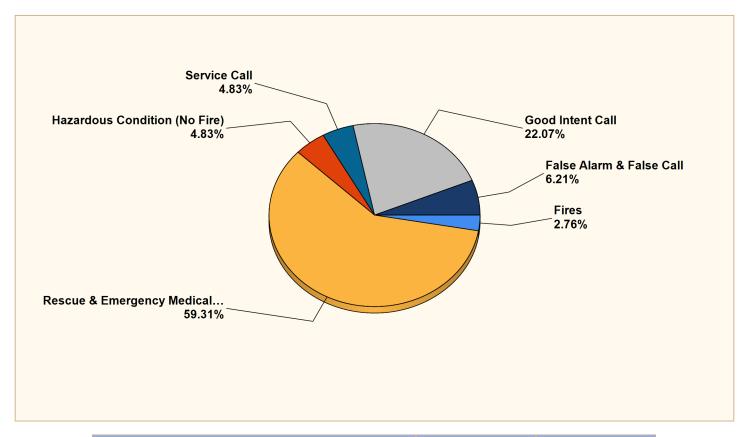
Scotts Valley, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2022 | End Date: 02/28/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	2.76%
Rescue & Emergency Medical Service	86	59.31%
Hazardous Condition (No Fire)	7	4.83%
Service Call	7	4.83%
Good Intent Call	32	22.07%
False Alarm & False Call	9	6.21%
TOTAL	145	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.69%
141 - Forest, woods or wildland fire	1	0.69%
142 - Brush or brush-and-grass mixture fire	1	0.69%
150 - Outside rubbish fire, other	1	0.69%
320 - Emergency medical service, other	1	0.69%
321 - EMS call, excluding vehicle accident with injury	78	53.79%
322 - Motor vehicle accident with injuries	5	3.45%
324 - Motor vehicle accident with no injuries.	2	1.38%
412 - Gas leak (natural gas or LPG)	2	1.38%
461 - Building or structure weakened or collapsed	1	0.69%
462 - Aircraft standby	1	0.69%
463 - Vehicle accident, general cleanup	1	0.69%
480 - Attempted burning, illegal action, other	2	1.38%
550 - Public service assistance, other	2	1.38%
553 - Public service	2	1.38%
554 - Assist invalid	2	1.38%
561 - Unauthorized burning	1	0.69%
600 - Good intent call, other	2	1.38%
611 - Dispatched & cancelled en route	18	12.41%
622 - No incident found on arrival at dispatch address	4	2.76%
631 - Authorized controlled burning	3	2.07%
651 - Smoke scare, odor of smoke	5	3.45%
700 - False alarm or false call, other	3	2.07%
733 - Smoke detector activation due to malfunction	2	1.38%
734 - Heat detector activation due to malfunction	1	0.69%
740 - Unintentional transmission of alarm, other	2	1.38%
745 - Alarm system activation, no fire - unintentional	1	0.69%
TOTAL INCIDENTS	S: 145	100%

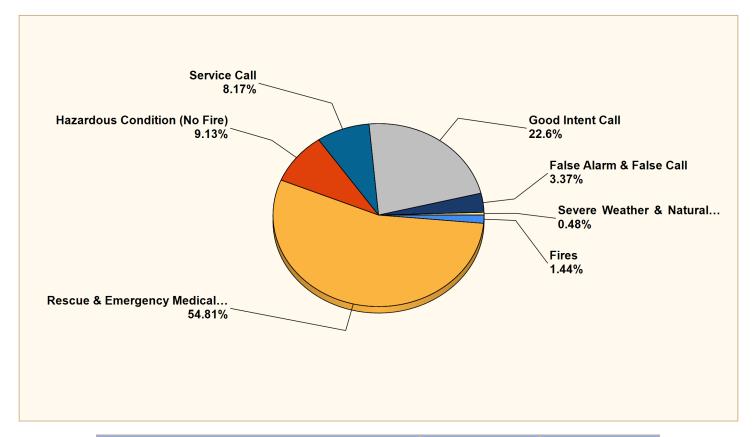
Scotts Valley, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2023 | End Date: 02/28/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	1.44%
Rescue & Emergency Medical Service	114	54.81%
Hazardous Condition (No Fire)	19	9.13%
Service Call	17	8.17%
Good Intent Call	47	22.6%
False Alarm & False Call	7	3.37%
Severe Weather & Natural Disaster	1	0.48%
TOTAL	208	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	1	0.48%
132 - Road freight or transport vehicle fire	1	0.48%
142 - Brush or brush-and-grass mixture fire	1	0.48%
320 - Emergency medical service, other	1	0.48%
321 - EMS call, excluding vehicle accident with injury	100	48.08%
322 - Motor vehicle accident with injuries	5	2.4%
324 - Motor vehicle accident with no injuries.	6	2.88%
351 - Extrication of victim(s) from building/structure	1	0.48%
352 - Extrication of victim(s) from vehicle	1	0.48%
400 - Hazardous condition, other	1	0.48%
412 - Gas leak (natural gas or LPG)	3	1.44%
444 - Power line down	15	7.21%
522 - Water or steam leak	1	0.48%
550 - Public service assistance, other	1	0.48%
553 - Public service	5	2.4%
554 - Assist invalid	10	4.81%
611 - Dispatched & cancelled en route	34	16.35%
622 - No incident found on arrival at dispatch address	3	1.44%
631 - Authorized controlled burning	1	0.48%
651 - Smoke scare, odor of smoke	8	3.85%
661 - EMS call, party transported by non-fire agency	1	0.48%
700 - False alarm or false call, other	2	0.96%
730 - System malfunction, other	1	0.48%
733 - Smoke detector activation due to malfunction	1	0.48%
735 - Alarm system sounded due to malfunction	1	0.48%
744 - Detector activation, no fire - unintentional	1	0.48%
745 - Alarm system activation, no fire - unintentional	1	0.48%
813 - Wind storm, tornado/hurricane assessment	1	0.48%
TOTAL INCIDENTS:	208	100%

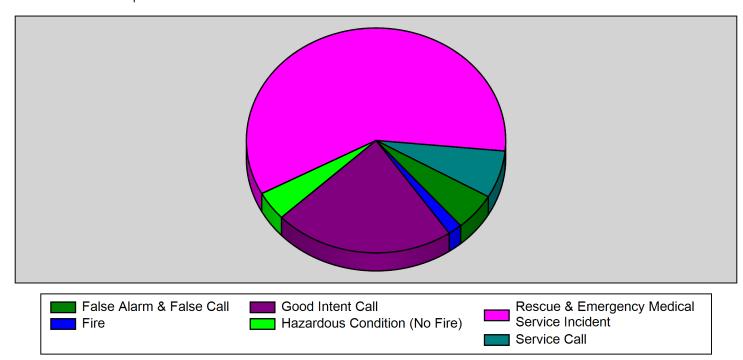
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Major Incident Types by Month for Date Range

Start Date: 01/01/2022 | End Date: 02/28/2022



INCIDENT TYPE	JAN	FEB	TOTAL
False Alarm & False Call	9	9	18
Fire	2	4	6
Good Intent Call	44	32	76
Hazardous Condition (No Fire)	7	7	14
Rescue & Emergency Medical Service Incident	114	86	200
Service Call	16	7	23
Total	192	145	337

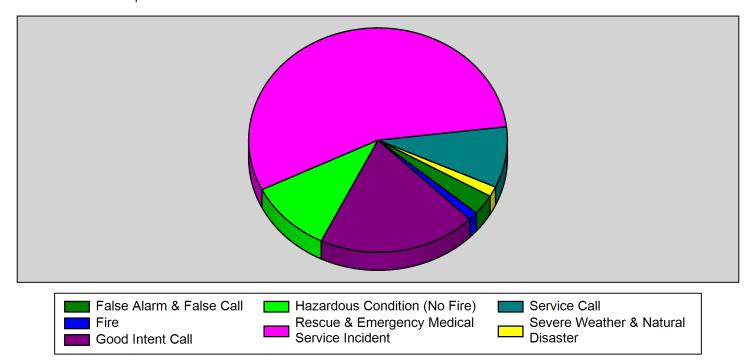
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Major Incident Types by Month for Date Range

Start Date: 01/01/2023 | End Date: 02/28/2023



INCIDENT TYPE	JAN	FEB	TOTAL
False Alarm & False Call	5	7	12
Fire	2	3	5
Good Intent Call	34	47	81
Hazardous Condition (No Fire)	24	19	43
Rescue & Emergency Medical Service Incident	113	114	227
Service Call	19	17	36
Severe Weather & Natural Disaster	5	1	6
Total	202	208	410