



August 18, 2022

TO: Emergency Services Advisory Committee

FROM: Ron Munds, General Manager

SUBJECT: Agenda Item 4 – 08/18/2022 ESAC Meeting
Station 15 Building Condition Assessment Request for Proposal (RFP)

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

STAFF RECOMMENDATION

Receive report and provide comments and input to staff.

Discussion

The 2022 Work Plan for the Emergency Services Advisory Committee (ESAC) includes the committee to review the report generated from the results of the assessment. Staff is requesting that the committee review the RFP before it is issued to ensure we are asking for the correct information to understand the overall condition of the facility.

As stated in the RFP, the objectives of the assessment are to:

- Identify any major defects or deficiencies in the Station.
- Provide a basis for forecasting funding requirements for capital improvement planning over the next 10 years.
- Provide a baseline for setting priorities for the maintenance, repair, enhancement or replacement of the Station and its component systems.

The key factors in the RFP for the building evaluation are:

- Building physical/structural evaluation, compliance with current building code(s), need for repairs, retrofit to maintain building in safe condition for occupancy and meeting current building/seismic code.
- Mechanical/HVAC systems evaluation, physical condition, energy efficiency of equipment and building insulation/materials, and need for replacement, update, repairs.
- Electrical system assessment/evaluation, compliance with current electrical code(s), energy efficiency, need for repairs, retrofit and modernization to maintain building safe for occupancy.
- Plumbing system assessment/evaluation, compliance with current plumbing code(s).

The following is the scope of work in Attachment A to the RFP:

SCOPE OF SERVICES

The Consultant will complete field data collection and condition assessment of all major building systems, including HVAC, roofing, electrical, plumbing, building envelope and structural systems.

Specifically, the assessment will focus on the following components:

- 1) **Heating and Ventilation Systems**; identify the heating and ventilation systems and assess overall condition.
- 2) **Roofing System**; identify the material roof systems, including roof type, reported age, slope, drainage, or any unusual roofing conditions. Observe for evidence of material repairs, significant ponding, or evidence of material roof leaks.
- 3) **Electrical System**; identify the electrical service provided, the distribution system at the subject property and internal condition of the electrical system.
- 4) **Plumbing**; identify the material plumbing systems at the subject property, including domestic water supply, domestic hot water production, sanitary sewer, primary backflow preventer or any special or unusual plumbing systems (such as fuel systems, gas systems).
- 5) **Building Envelope**; identify the material elements of the building exterior, to include walls, doors, windows, and fire exits. This will also include the façade, curtain-wall systems, glazing and exterior sealant.
- 6) **Structural Components**; evaluate the footings, foundations, slabs, columns, floor framing system, and roof framing system as part of the structural inspection for soundness. Observations will be subject to grade and visibility of components. This is to be a visual inspection only and no structural testing of components or materials will be undertaken.

The Consultant team shall be led by a Project Manager that is a California licensed Architect, Structural Engineer, Mechanical Engineer, or Electrical Engineer. The entire team shall have same licensed individuals to address each discipline area described.

The scope shall also include, but not be limited to, identifying all required permits and approvals from governing agencies. Perform the necessary assessments/evaluations, prepare a technical report for review and approval by the District and Cal-Fire, and prepare budgetary estimates of hard and soft costs for the recommended improvements contained in the technical report.

Consultant shall budget for one in-person kickoff meeting with District/Cal-Fire, field review of the building, two follow up virtual or in-person meetings with District/Cal-Fire, one virtual meeting with County Building Department.