

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Randy Kell, Director of Facilities

Through: Rick Cortes, Deputy City Manager

Subject: Authorization to reject all responses to RFQ AF-2025-46 and issue a new RFQ for the 5 Bay Apparatus Enclosure at Fire Station 2

Date: July 1, 2025

Historical Background

Request for qualifications (RFQ) for the design and buildout of the 5 bay apparatus enclosure at Fire Station 2, was issued on March 19, 2025. All statements of qualification were due by 3 pm on Tuesday, April 19, 2025. Within the RFQ, the City advertised that its budget was \$490,000, based on the scope development of this project. Only one statement of qualifications was submitted. Based on some additional assessment of the project, Staff now believes the project could cost more than was originally estimated. Because of that, Staff believes that rejection of the responses to the original RFQ and advertising a new RFQ would likely attract more responses, which would be advantageous to the City during selection and negotiation.

Action Requested - Consent

Authorization to reject all responses to RFQ AF-2025-46 and issue a new RFQ for the 5 Bay Apparatus Enclosure at Fire Station 2, since the terms and conditions of RFQ AF-2025-46 allow\ for this.

Project Overview

We propose this will be a pre-engineered and insulated metal building. It shows three, 12' bays and two, 14' bays at 14' high. Within the building, we would like two insulated, air-conditioned storage rooms with decked ceilings for storage above. Also included will be a gym. Gym equipment will be provided by others. At the back of the building, we will need an 8' wide overhead door into the main area. The main area of building will not need cooling, but heat is required to keep the apparatuses above freezing temperatures during the cold season. We would like a fan in the main area to circulate air. Each apparatus will need a 30-amp plug mounted above the apparatus with a drop. Site work and flat work should be included in the proposal along with all MEP services. Any agreement reached will include all design costs, pre-construction and construction services, insurance, and bonds.

Staff Recommendation

It is recommended that we re-advertise for statements of qualifications with a revised scope and exclusion of budget requirements.

ATTACHMENTS

1. Request for Qualifications (RFQ) – No. AF – 2025 – 46