



<p>ITEMS FOR DISCUSSION/ACTION</p> <p>Agenda Item # 9</p>

AGENDA REPORT SUMMARY

Meeting Date: February 11, 2020

Subject: Status Update for Emergency Operations Center (EOC) & Police Station Building Upgrades (Project CF-01003)

Prepared by: James Sandoval, Engineering Services Director

Reviewed by: Andy Galea, Chief of Police

Approved by: Chris Jordan, City Manager

Attachment(s):

Initiated by:

City Council – Capital Improvement Plan Project CF-01003

Previous Council Consideration:

- January 9, 2018 – Adoption of the Santa Clara County Operational Area Hazard Mitigation Plan Update
- September 25, 2018 - Professional Services Agreement: Police Station EOC and restrooms, and HVAC upgrades

Fiscal Impact:

To be determined after the City Council selects an option.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to direct staff to complete the design of the new Emergency Operations Center and proceed to bidding that project?
- Does the Council wish to direct staff to complete the design of a new HVAC system for the police station and proceed to bidding the project?
- Does the Council wish for staff to place a hold on these projects until completing an assessment of the City's public safety facilities, including fire stations?

Summary:

- The City Council has previously awarded a design contract for a new Emergency Operations Center to be located behind the Police Station
- That design is now 75% complete
- The design team has also been developing a plan for installing a new HVAC system for the police station



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- In the past few months, Santa Clara County Fire has approached the City and suggested that the City's two fire stations are nearing the end of their useful life will need to be replaced in the next several years

Staff Recommendation:

City Council provide direction to staff on which option they want to pursue for improving Police facilities.



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Purpose

1. Provide an update to the City Council on:
 - a. The design of the Police Station Emergency Operations Center and upgrades to the existing HVAC, which was authorized by the City Council on September 25, 2018.
 - b. Police Station upgrade options staff have developed since the City Council ranked the Police Station Renovations as the highest priority CIP project (excluding the Community Center) on September 24, 2019.
2. Staff to receive direction from the City Council on their preferred option to upgrade the Police Station.

Background

On January 9, 2018 the City Council adopted Resolution 2018-01 accepting all of Volume 1 and the City of Los Altos portion of Volume 2 of the Santa Clara County Operational Area Hazard Mitigation Plan. The plan recognized that the City's Emergency Operations Center (EOC) needs replacement. The current EOC is located at the Municipal Services Center approximately 2.5 miles from City Hall and the Civic Center Campus in a building that is not rated as an Essential Facility. An Essential Facility is defined as a critical facility designed to be protected against natural hazards to a level greater than average. A critical facility is one that the community considers essential for the delivery of vital services for the protection of the community and includes emergency response facilities, such as an EOC. The relocation of a new EOC at the Police Station will benefit from its proximity to emergency personnel who will typically lead and staff it in the event of an emergency

On September 25, 2018 the City Council authorized staff to hire Jeff Katz Architecture (JKA) to design a new EOC and a new heating ventilation and air conditioning (HVAC) system and minor miscellaneous improvement in the existing Police Station. The design is currently 75% complete and JKA's rough cost estimate to construct the facility is \$1.7 million. This estimate will be updated when design is 100% complete.

On September 24, 2019 the City Council ranked Police Station Renovations as the highest priority CIP project after the Community Center is constructed. The Police Station was built in 1967 and has not any major interior renovations. The 2016 Citywide Facilities Condition Assessment identified the HVAC and other maintenance needs at the station. Recent inspections of the Police Station HVAC by JKA and PD and Engineering Services staff exposed additional facility issues and constraints, including electrical, energy efficiency, plumbing, spatial and layout, parking, etc.

Recently, Santa Clara County Fire Department staff approached the City about the need to update the two City-owned fire stations in the near future, given the age and facility issues that are similar to the Police Station. The 2016 Citywide Facilities Condition Assessment included both City fire stations--



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Los Altos Fire Station on Almond Avenue and the Loyola Fire Station on Fremont Avenue--in the assessment and identified over \$850K in deferred maintenance, building systems that have reached the end of their useful life, and ADA improvements.

Discussion/Analysis

Given the need for an EOC and the age and the growing list of facility problems and constraints at the City's Police and Fire Stations, staff foresees three options to address these needs.

Option 1: Finish design and construction of the current EOC and Police Station HVAC and minor miscellaneous improvements

Option 2: Finish design and construction of the EOC and assess the Police Station's facility needs beyond the HVAC and remodel the station accordingly

Option 3: Put the EOC and Police Station HVAC upgrade on hold and carry out a facility needs assessment and options analysis review for the entire Police facility and the Fire Stations. The review would answer the following questions:

- a) Is it more cost effective to upgrade the Police Station or demolish and rebuild it?
- b) If the Police Station is rebuilt, would it make sense to integrate the EOC and station under one roof?
- c) Is it more cost effective to upgrade or demolish and rebuild each of the Los Altos and Loyola Fire Stations?

Options

- 1) Authorize the City Manager to proceed with Option 1.

Advantages:

- The EOC and Police Station are critical facilities that need to be constructed/upgraded

Disadvantages:

- Investing a significant amount of City money at this time will result in upgraded facilities, but a police station that is still sub-par.

- 2) Authorize the City Manager to proceed with Option 2.



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Advantages:

- By moving forward expeditiously with the EOC project, the City is much more likely to be able to respond to a natural disaster than currently, and the City has the opportunity to complete a more comprehensive review of the police station and the needs of the department

Disadvantages:

- Indefinitely places on hold the police station upgrades
- Could result in a disjointed EOC/Police Station should the Council ultimately decide with building a new station

3) Authorize the City Manager to proceed with Option 3.

Advantages:

- By placing these projects on hold for approximately 6 months, the City has an opportunity to fully assess the needs for several critical public safety facilities and develop a complete strategy depending on the results of that assessment

Disadvantages:

- Delays the EOC project and needed improvements to the Police Station

Recommendation

The staff recommends Option 3