



**Northwest Fire District
Governing Board**
13535 North Marana Main Street
Marana, Arizona

SCHEDULED

MEMORANDUM NO. {{item.tracking_number}}

Date:	February 27, 2024
To:	Governing Board
From:	Raymond Thibault, Procurement & Contract Specialist Scott Draper, Assistant Chief
Division:	Essential Services
Type of Action:	Formal Action/Motion
Strategic Plan Goals:	Establish systems to maintain compliance with regulating and certifying authorities Create greater financial efficiencies and ensure financial sustainability and responsibility
Agenda Item:	Discussion and Possible Action to Award Request for Proposals (RFP) No. 24-05-C28 regarding Utility Relocation and Pavement Improvement for the Training Center and the Associated Revision to the Capital Improvement Program (CIP)

RECOMMENDATION:

Staff recommends approval of this item to award the Utility Relocation and Pavement Improvement to a vendor and associated revision to the Capital Improvement Program (CIP).

MOTION:

Move to award Request for Proposals (RFP) No. 24-05-C28 to CORE Construction and the associated revision to the Capital Improvement Program (CIP).

DISCUSSION:

The paving at the Training Center has degraded over the years and on September 27, 2022, the Governing Board approved a project for replacement of the pavement. On the second day of the repaving project, it was discovered that the utilities were not buried to the proper depth as listed in code and were too shallow. Lowering all the utilities to proper depth has a significant cost as piping and conduit are replaced in the process. The scope of this project far exceeded what was originally expected and included in the CIP at the time due to the preliminary work uncovering the utility issues. The additional work that needs to be completed, and the continued rising costs of goods and services related to the project, are also a factor in the cost and scope. This contract will allow for the utility issues to be addressed and updated to code and provide additional useful life to this capital project.

Award determination was based on the recommendation of the evaluation committee. The proposals were evaluated and scored using a weighted instrument utilizing the specific evaluation criteria identified in the RFP. Additional due diligence was performed by obtaining

feedback from the vendor’s references and reviewing the best and final offer that includes drainage basin improvements not included in the original scope of work. A letter of recommendation from the evaluation committee is attached.

The Request for Proposals was sent to 10 vendors. One (1) vendor submitted a proposal for award consideration, and two (2) no-bids were received. The solicitation was published for four (4) days in a daily newspaper. The Request for Proposals was also advertised on the District website and published on a national database during the solicitation period.

It was determined to be in the best interest of the District to award to this vendor. Other bidders had reasonable opportunity to respond.

In May 2022, the District issued the remaining bond funds to complete the project at the Training Center along with a few other building improvement projects at the stations. The bond funds less cost of issuance was approximately \$3.9 million. Some of the other building improvements were addressed with bond funds and, as of January 2024, available bond funds are \$3,786,188. The recent sale of property for \$253,614, and surplus of apparatus in fiscal year 23/24 for \$112,750 provides additional funds of \$366,364. Additionally, in the approved CIP, the training erosion project at the Training Center is no longer needed and the \$500,000 can be redirected toward this project. Due to some improvements by the Town of Marana that widened the canal, and some work by the Facilities staff, the drainage issues seem to be resolved.

ALTERNATIVES:

Continue to seek alternative vendors and re-solicit the service.

Fiscal Impact	
FISCAL YEAR:	23/24
BUDGETED Y/N:	Yes
AMOUNT REQUESTED:	\$4,500,000
FISCAL IMPACT:	<p>The estimated cost of the project is approximately \$4,010,000. This does not include contingency costs, the cost of insurance or third-party geotechnical costs. There is \$3,786,188 remaining in bond capacity for the Training Drive project. There is an additional \$336,364 available from the gain on the disposition of fixed assets to cover any unknown costs along with re-directing the funds from the training erosion project to this project.</p> <p>The revised CIP document is attached with an estimated amount of \$4,500,000 for FY23/24 for the Training Center project. As unknown costs become known, future revision to the CIP may be required.</p>

Attachments

24-05-C28 Recommendation Memo
24-05-C28 Analysis
5 Yr. CIP Revised
CORE Construction Proposal
CORE Construction Best and Final Offer