

STAFF REPORT



MEETING DATE:	August 31, 2023
SUBJECT:	Receive Update on SRTA Property Maintenance Projects and Authorize Executive Director to Solicit Bids for Work
AGENDA ITEM:	12
STAFF CONTACT:	Sean Tiedgen, AICP, Executive Director

SUMMARY:

SRTA purchased the building at 1255 East Street on April 15, 2015. Maintenance of the building and property is necessary to keep it in a state of good repair and to extend the life of previous building improvements. Issues related to Suite 100 heat, ventilation, and air conditioning (HVAC) systems and SRTA's parking lot have been identified. SRTA's on-call architecture and engineering consultant Nichols, Melburg, and Rossetto (NMR) is assisting staff to determine the scope of needed improvements.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Authorize the executive director to solicit construction bids for construction maintenance work; and
2. Authorize the Fiscal and Policy Committee to review and approve any cost increases resulting from the city of Redding plan/permit review process, or to refer the matter to the full board of directors.

DISCUSSION:

SRTA purchased the building at 1255 East Street on April 15, 2015. Subsequently, two building remodel/improvement projects were completed in September 2016 and October 2021. Property and building improvements identified for future projects included replacement of two HVAC systems for Suite 100, replacing fencing, and ongoing maintenance of SRTA's parking lot and building.

Suite 100 HVAC Systems – Suite 100, on the first floor, is equipped with three HVAC systems. In January 2022, Air-O-Service completed replacement of one of the original units that failed completely. This unit was replaced in the same location as the original. In October 2022, one of the two remaining original HVAC units in Suite 100 was found to be freezing. Dennis Heating and Air investigated a possible leak; however, a full investigation was not possible due to the evaporative coil location in the subfloor, which is inaccessible. A 'Stop Leak' and refrigerant were added to the unit, and it continued to work normally. In June 2023, the previous unit froze over again. Air-O-Service determined a leak was still present and is likely in an area that is inaccessible to fix due to the tight spaces. Air-O-Service added refrigerant and currently returns bi-monthly to keep levels full but recommends that the unit be replaced.

Staff reached out to SRTA's on-call architectural and engineering firm, NMR, requesting assistance to evaluate the issues and provide contract management assistance. A meeting was held on July 14, 2023, between NMR, SRTA staff, and the HVAC contractors to go over the issues, evaluate equipment, and discuss available options. There is a question whether new units can fit where the existing units are located based on current building codes, the sizes of new units, and the ability to maintain them. New units may need to be relocated to a new closet space on the first floor. NMR and SRTA staff are

evaluating options and will be discussing ideas with the Suite 100 tenant, Mountain View Physical Therapy.

Initial repairs to keep the HVAC units functioning short-term have totaled \$3,660.17. Additional repairs to keep the badly functioning HVAC unit running until a full replacement can be made are unknown. Current draft estimates by NMR suggest costs of \$94,000 if new units can be located where the existing units are, and \$172,000 if the units must be relocated elsewhere. These estimates include permitting, construction and materials, prevailing wage labor, and contingencies for unknowns.

Parking Lot Maintenance – SRTA's parking lot was sealed and re-striped in August 2016. Parking lot maintenance is recommended every 6-12 years depending on the level of use, weather, etc. Since 2016, the paint has faded and new cracks have appeared in the asphalt surface. A maintenance project to seal cracks and repaint is necessary to prevent further damage, extending the life of the existing materials, and maintain safe markings for building tenants and visitors. Costs are estimated between \$10,000 and \$20,000.

Fencing – Fencing is located along the northeast, eastern, and southern edges of SRTA's property. It currently consists of metal posts and wood planks, of which part of it is covered with overgrown bushes. While the fencing is quite old, basic maintenance is expected to keep it functional for a few more years.

ALTERNATIVES:

The board of directors may request additional information and continue this item at a future meeting, which could be another special meeting.

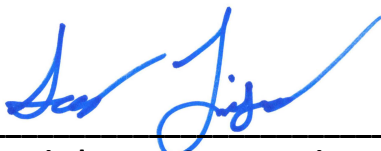
FISCAL & POLICY COMMITTEE:

The Fiscal & Policy Committee met on August 22, 2023, to receive a report and discuss improvement needs.

FISCAL IMPACT:

Architectural and construction support services from NMR on all building maintenance items discussed in this report are charged at a fixed fee of \$28,000. HVAC and parking lot construction costs are estimated at a minimum of \$104,000 or high of \$192,000 depending on the required HVAC solution. This is not based on actual bids.

SRTA can be reimbursed for the repairs over a period of 18-20 years as part of depreciation for the entire building through the indirect cost allocation plan. Cash to immediately pay for repairs will come from SRTA's Local Transportation Fund (LTF) allocations and the SRTA Transportation Development Act loan fund.



Sean Tiedgen, AICP, Executive Director