

STAFF REPORT



MEETING DATE:	August 31, 2023
SUBJECT:	Receive SRTA Building Maintenance Update
AGENDA ITEM:	10
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 space 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. Remaining building improvements known to be eventually completed included replacement of two HVAC systems for Suite 100, replacing fencing, and ongoing maintenance of SRTA's parking lot and building.

HVAC Maintenance – Suite 100 is equipped with three HVAC systems. In January 2022, Air-O-Service replaced one of the original units that was found to have failed completely. This unit could be 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. A thorough 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 then reached out to architectural firm, NMR under SRTA's existing on-call architectural and engineering services contract 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. Based on input,

new units cannot fit the existing spaces based on current building codes and must be relocated. 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 are unknown and may be necessary until a full replacement can be made. Costs to replace the two units are still being explored but are estimated between \$80,000 and \$180,000.

Parking Lot Maintenance – SRTA’s parking lot was last sealed and re-stripped in August 2016. On average, parking lot maintenance is needed 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, extend the life of the existing materials, and to reduce the need for more costly work. Costs to seal and restripe the lot are currently estimated between \$10,000 and \$20,000.

///Fencing – Fencing exists along portions of SRTA property along the northeast corner, and along the eastern and southern edges of the parking lot. It currently consists of metal posts and wood planks, of which part of it is covered with overgrown bushes. The fence is very old and parts are starting to sag. While basic maintenance may be able to keep the fence up for a couple more years, there may be cost efficiencies in doing the work now. Staff is waiting on estimates from the architect to determine whether to recommend including this effort with the above needs.///

ALTERNATIVES:

The board of directors may request additional information and continue this item at a future meeting. The board of directors may request changes to the scope of work approved by the Fiscal and Policy Committee. Depending on the level of changes requested, this item may need to be continued to a special meeting.

FISCAL & POLICY COMMITTEE:

/// The Fiscal & Policy Committee met on August 31, 2023, and concurs with the staff recommendation. ///

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. While NMR is still investigating the effort necessary to complete the work and developing draft plans, it’s estimated the project could cost between \$100,000 to \$200,000.

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.