



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 21-884

Board Meeting Date: 11/9/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ann M. Stillman, Interim Director of Public Works
Jonathan Cox, Deputy Chief, CAL FIRE San Mateo Division

Subject: Resolution and Appropriation Transfer Request for San Mateo County Fire - CAL FIRE Station 17 Interim Office/Housing Trailer Project

RECOMMENDATION:

Recommendation to:

- A) Adopt a resolution authorizing an increase to the San Mateo County Fire Station 17 Interim Office/Housing Trailer Project budget by \$90,000 to a new, total budget amount of \$482,805; and
- B) Approve an Appropriation Transfer Request (ATR), transferring \$90,000 in unanticipated reimbursement revenue from the San Mateo County Fire Department Fund to the Capital Projects Fund.

BACKGROUND:

The San Mateo County Fire Department (County Fire) Administration and Operations building was built more than 60 years ago and the space has been outgrown. The laws and regulations governing firefighting and the County Fire's staffing requirements have changed significantly since the facility was constructed, yet the space has not changed. The recent years of drought and wildfire occurrences has highlighted County Fire's need for additional operational and housing space at this location. To improve operational efficiencies, staff well-being, and public access to services, County Fire requested construction of additional operational and housing space.

This Board authorized the San Mateo County Fire Station 17 Interim Office/Housing Trailer Project (Project) in the amount of \$392,805 in the Fiscal Year 2020-21 Capital Projects Budget. This Project included the purchase of a modular structure and improvements necessary to place the modular structure near the County Fire's Station 17 at the County's Tower Road Campus.

DISCUSSION:

The Fiscal Year 2020-21 Capital Project Budget appropriation was based on budgetary pricing from the manufacturer. However, the actual cost to accommodate County Fire's needs and existing site conditions requires an additional \$90,000 to complete the Project.

County Counsel has approved this resolution as to form.

FISCAL IMPACT:

Approval of the ATR transfers \$90,000 in unanticipated reimbursement revenue from the San Mateo County Fire Department Fund to the Capital Projects Fund and increases the Project's budget to a total of \$482,805. There is no additional impact to the General Fund as funding is provided by the San Mateo County Fire Fund.