



TOWN OF FAIRFAX

STAFF REPORT

August 7, 2019

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *GT*

SUBJECT: Approve preliminary plans for the full Seismic Retrofit of the Pavilion and commit to providing the matching grant requirement of 25% (\$626,977) to secure the 75% (\$1,880,930) grant from FEMA for the estimated total project costs of \$2,507,907

RECOMMENDATION

Approve preliminary plans for the full Seismic Retrofit of the Pavilion and authorize the Town Manager to commit to providing the matching grant requirement of 25% (\$626,977) to secure the 75% (\$1,880,930) grant from FEMA for the estimated total project costs of \$2,507,907.

BACKGROUND

In 2008, the Town applied for a FEMA Hazard Mitigation grant for the seismic retrofit (i.e., building protection from earthquakes) and ADA improvements (i.e., bathrooms, doors, ramp) for the Fairfax Pavilion building. Around 2010, the Town was awarded a \$450,000 grant with a \$150,000 (25%) local match.

In December 2017, staff provided the Council with a historical timeline of the detailing the delays, actions, and meetings with the following "Agencies" since 2012:

- Federal Emergency Management Agency (FEMA)
- California State Historic Preservation Officer (SHPO)
- California Office of Emergency Services (Cal-OES)
- Federated Indians of Graton Rancheria (FIGR)

At the Council's December meeting, the Council authorized staff to sign the Programmatic Agreement (PA) for the project. All the above parties signed the PA by the end of February 2018. The fully executed PA allows the Town to conduct the necessary soil borings to determine the foundation design for the project. The site is a documented Native American shell mound site (i.e., midden) and the subject of prior studies. The primary concern of the above Agencies is limiting and mitigating the project's ground disturbance to the midden.

In May 2018, the Town approved an agreement with FCDA for geotechnical, structural engineering, archaeological, and architectural services for the preliminary foundation design for the Pavilion Seismic Retrofit project. The scope of work was for the geological testing, update to conceptual structural plans based on the soil testing results, allowance for Tribe monitoring costs, allowance for architectural services needed for the PA, and services required per the Archaeological Treatment Plan (ATP) for the soil borings. Per the

Archaeological Treatment Plan, which is an exhibit to the PA, the Town is required to retain a qualified archaeologist to examine and analyze the soil borings on-site.

The soil borings were performed in June 2018 and the draft ATP, which included the monitoring and analysis of the soil samples, was submitted to FEMA in August 2018. FEMA then distributed the ATP to all the Agencies for review and comment. FEMA approved the ATP approved in December 2018. At that time, FEMA authorized us to proceed with the preliminary foundation and ADA improvement designs.

In April 2019, the Council approved the preliminary plans for the project and authorize a contract for design services. The project was basically as originally envisioned: expanded ADA restrooms, ADA ramp and door improvements, and seismic retrofit improvements. The \$600,000 budget does not allow for any other improvements. Specifically, the ADA improvements are estimated to cost approximately \$320,000 and the seismic improvements, which consist of adding sheer walls at selected locations on the foundation, is estimated to cost \$200,000. The remaining \$80,000 would be for design, engineering, and construction management services. The budget does not provide for a project contingency which would be needed due to the age of the structure, construction history, and other potential unknown issues regarding the plumbing, electrical, and mechanical elements of the building.

At the April meeting, we indicated that the architect would also design for a bid alternate to include additional sheer walls within the building. While the current seismic retrofit design meets life-safety standards, in larger seismic events, the building may not be able to be restored to a habitable condition (i.e., must be demolished). The additional sheer walls would enhance the structure's lateral support and would increase its ability to be renovated after a seismic event.

Staff also reported the budget does not provide for any additional improvements such as replacing the roof or remodeling the kitchen. We recommended that such improvements be funded as a separate project so as not to require approval from FEMA and the other involved Agencies which would further complicate the design approval process. The State Prop 68 Parks Per Capita Program should become available soon and that program could be a source of funding for additional improvements.

DISCUSSION

Prior to the April meeting, staff was working with FEMA on the project's challenge's and the need for additional funding. Initially, we understood any additional funding request would require us to conduct a cost benefit analysis to justify the request. However, FEMA has just informed us that they will allow for the approval of the Full Seismic Upgrade which includes added design/management costs, a new roof, all new foundation, and all new sheer walls for the Pavilion. The Council approved design was a minimal seismic upgrade with no roof replacement, partial foundation reconstruction, and partial sheer wall upgrade. The estimated total project cost is \$2,507,907: \$2,361,031 construction/design (Town estimate) and

\$146,876 contingency (max. allowed by FEMA). The 75% Federal Share will be \$1,880,930 compared to the initial \$450,000 grant.

In order to secure the additional funding, the Town will need to submit a revised match letter for \$626,977 (25% of total project costs) and drawings for the Full Seismic Upgrade (see attached preliminary plans and budget). As described in more detail in the Fiscal Impact section below, the Town has already committed \$400,000 for the partial seismic retrofit of the Pavilion. *In essence, for an additional \$226,977 match, the Town can secure an additional \$1,430,930 in funding for a comprehensive retrofit of the Pavilion.*

It should be noted the attached plans will need to be further refined before being sent to FEMA and the Council will need to approve an amendment to the existing design contract at a future meeting.

FISCAL IMPACT

The adopted FY19-20 Five Year Capital Improvement Program budget (Pavilion Fund 51-909) budgeted \$200,000 for the project from reserves and \$200,000 from the upcoming State Prop 68 Parks Per Capita Program for the roof replacement. These two funding sources total \$400,000 of the required \$626,977 match. The remaining \$226,977 can come from a combination of general fund reserves, capital funds, and/or special fund reserves/future revenues (e.g., Measure J, Measure A park funds). The Council does not need to identify the specific funding sources at this time, but the Town merely needs to submit revised plans and a commitment letter to FEMA to secure the funds.

ATTACHMENTS

- A. Preliminary Plans
- B. Preliminary budget estimate