



KENSINGTON FIRE PROTECTION DISTRICT

DATE: April 14, 2021

TO: Board of Directors
Kensington Fire Protection District

RE: **Agenda Item 4c**
Public Safety Building Renovation Recommendation

SUBMITTED BY: Bill Hansell, General Manager

Recommended Action

Direct the General Manager to proceed with the development of a renovation strategy for the Public Safety Building to meet the current and future needs of the KFPD staff and services per concept diagrams presented in November 2019 for full Fire Department occupancy, re: attached documents. The approval will include directing the General Manager to obtain consultant proposals, as needed, for project design, engineering, cost estimating, scheduling, etc. in order to propose future budget amendments to fund and proceed with the full scope of work.

Background

In its January 13th, 2021 regular meeting and March 25th, 2021 special joint meeting, the KFPD Board of Directors received comprehensive information from staff on the background, existing conditions, professional analyses, proposed options, and challenges/benefits associated with the renovation or replacement of the Public Safety Building. As noted in these meetings, concerns about seismic resistance, accessibility, and space needs date back to the 1990's and, despite partial building renovations over the years, these problems remain to be addressed.

In the January 20th, 2021 special meeting on "GM Goals & Objectives" it was determined that "significant progress on the building" should be achieved by the end of 2021. Since the beginning of 2016, KFPD has spent approximately \$325,000 on consultants plus staff time in an effort to thoroughly review options. Some of those alternatives were found to be restricted by State law, such as on-site expansion due to the Alquist-Priolo Act, while others, such as new building sites, were rejected due to community concerns, or found unacceptable due to emergency response times for non-centralized locations. Attempts in 2020 to creatively accommodate the needs of both the Fire Department and the Police Department within a renovated but constrained existing building failed to provide viable options (see letters from both Chiefs in the January 13th, 2021 joint report.) On top of that, expending significant capital costs for little to no operations improvement does not make sense.

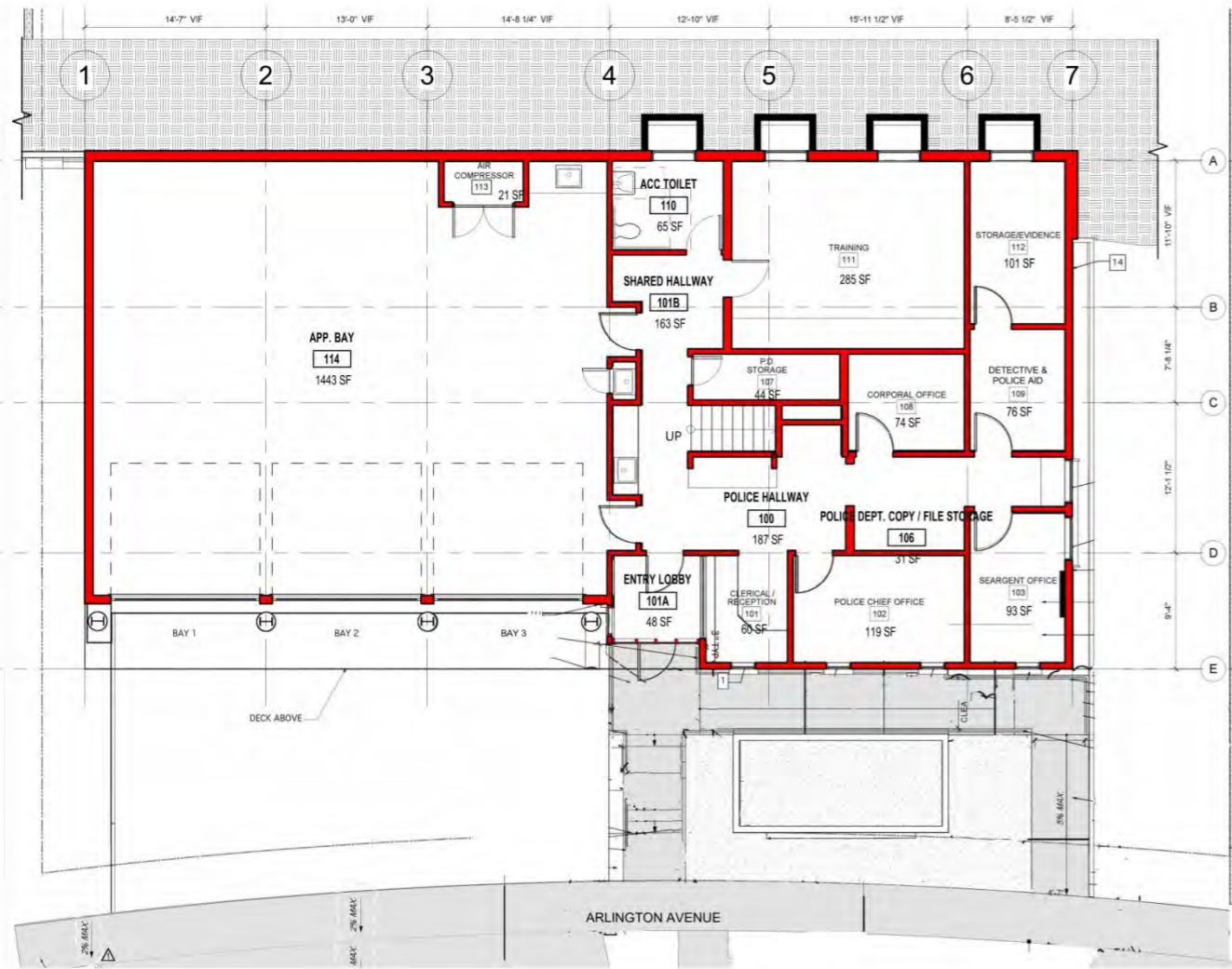
Therefore, understanding that the Fire Department requires a centralized location along with adequate current and future space needs to properly keep its residents safe, while also being aware that there are nearby viable alternative locations for the Police Department to occupy, Management recommends that the Board of Directors approve proceeding with the Fire Department occupancy plan that was conceptually shown in November 2019 (see attached excerpts from the 11/16/2019 public meeting.) Approval will mean authorizing the GM to proceed with the next steps required to subsequently propose consultants, schedules, and

financing to the Board for approval.

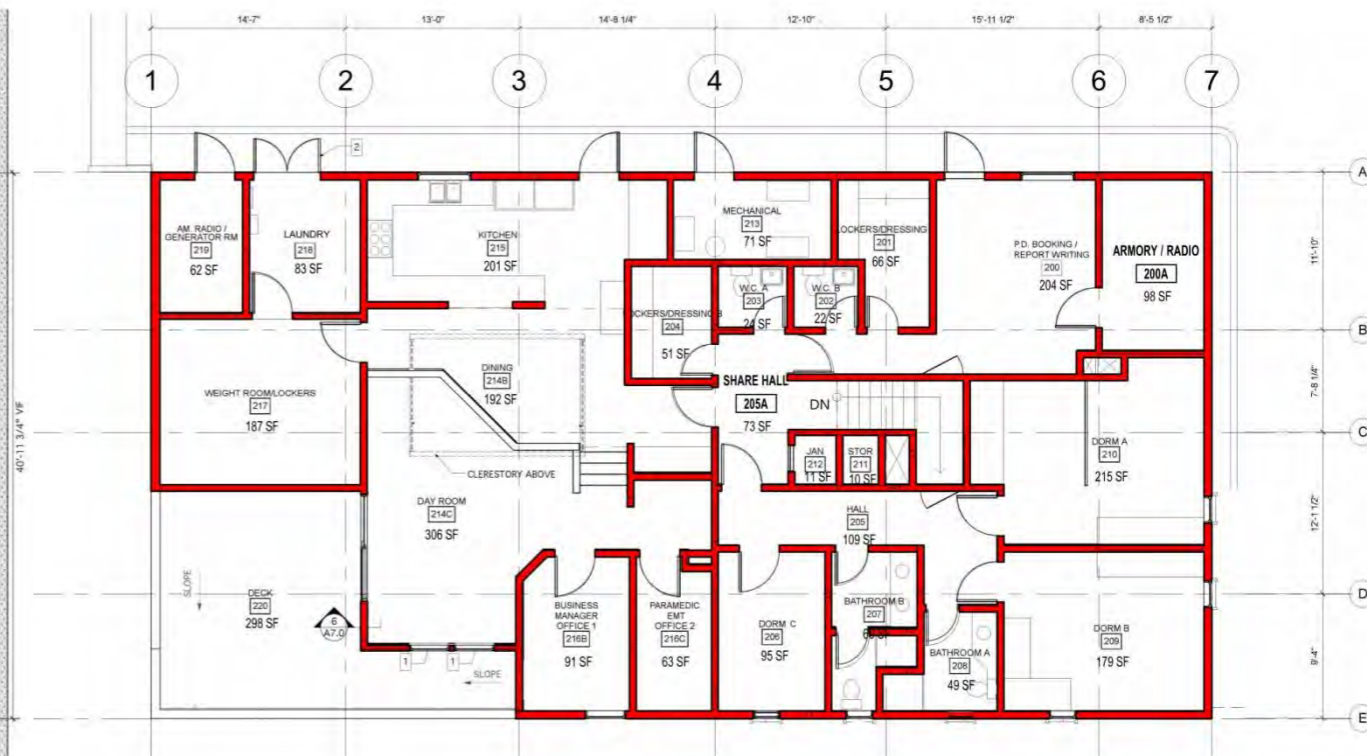
Fiscal Impact

The current fiscal year budget has two approved line items related to the Public Safety Building. Line item "*Needs Assessment/Feasibility Study*" for \$30,000 has already been expended. Line item "*PSB Consultant*" still has an unused allowance of \$30,000. If approved, the recommendation to proceed with the next steps described above can be facilitated with the unused allowance, thereby maintaining the existing budget. Recommendations for the FY2021-2022 budget will consider the proposals that are acquired and presented to the Board for approval at that time.

NOTE:
**Analysis & Recommendation from the
Public Meeting Presentation on 11/16/2019**



level 01

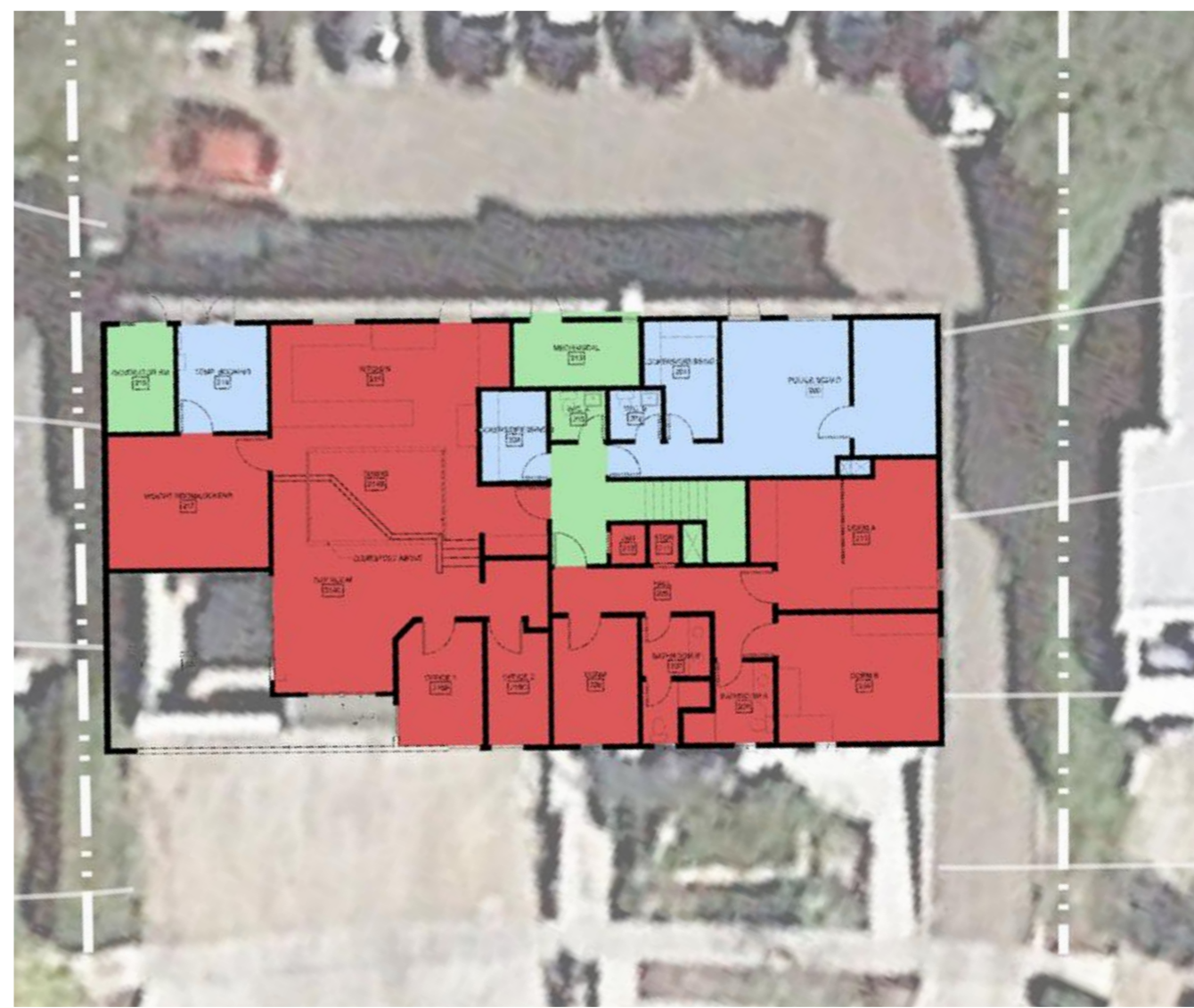


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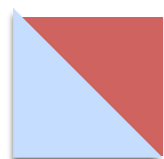
 existing public safety building



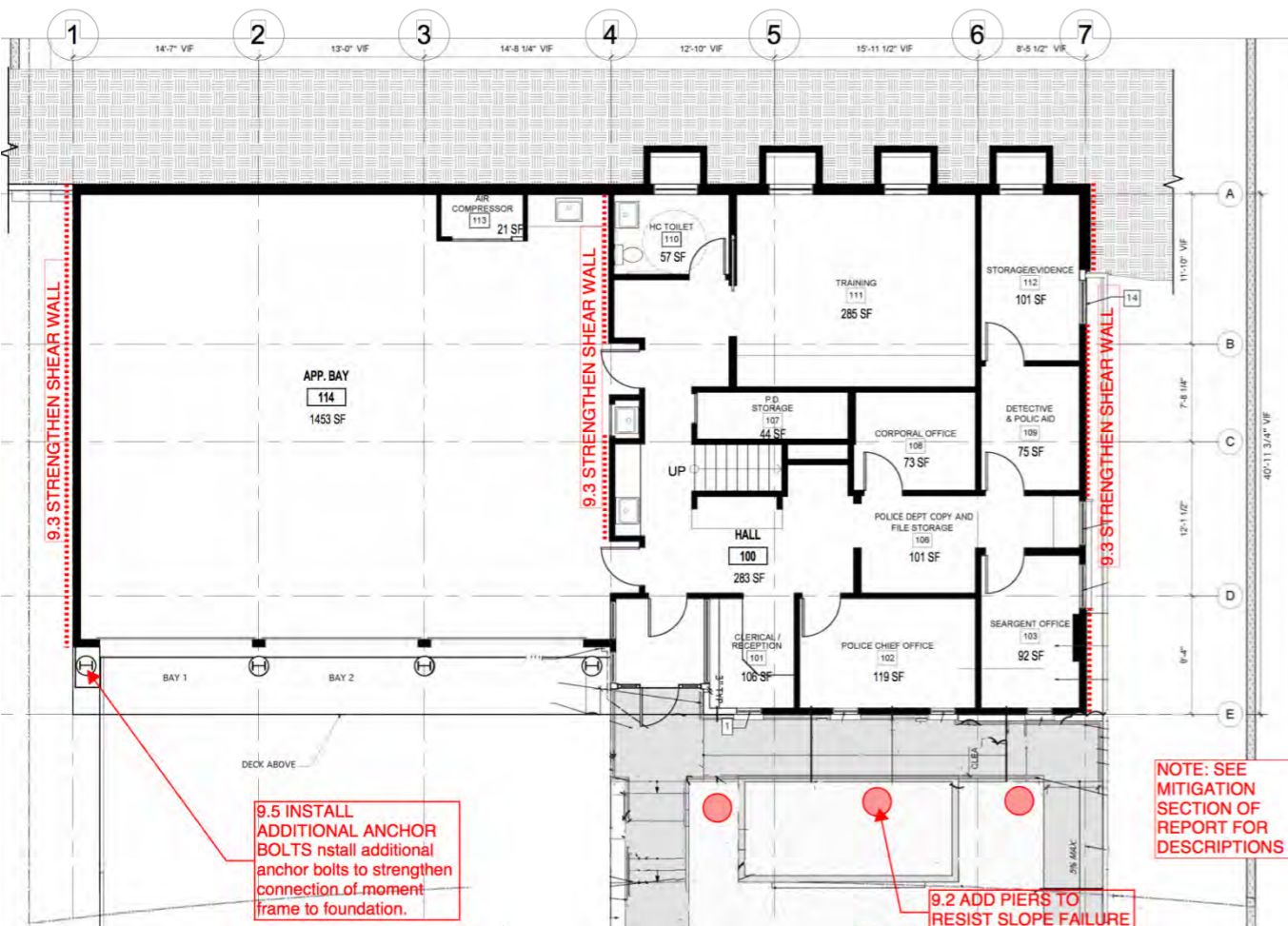
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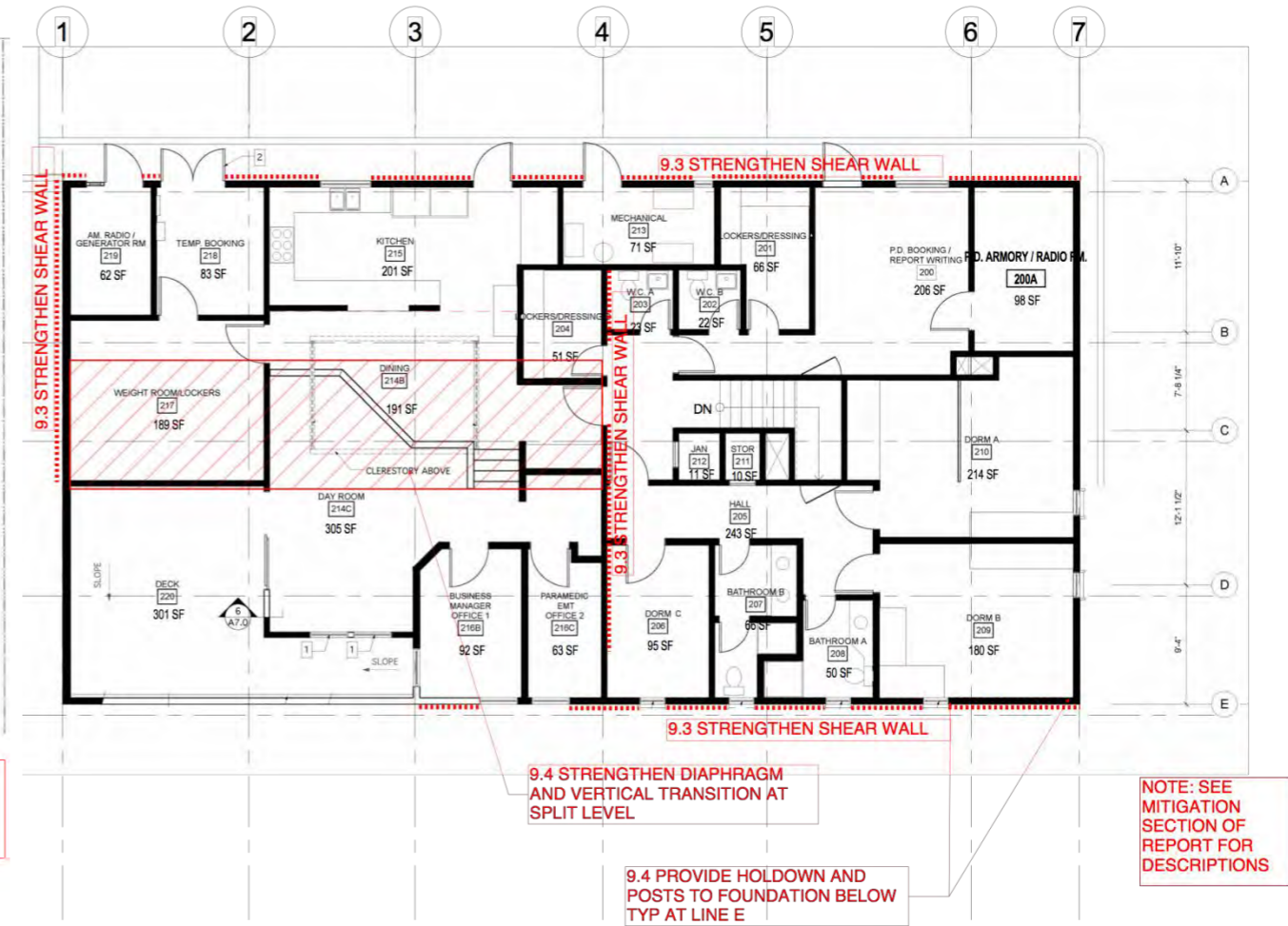
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programmatically tangled



level 01



level 02



seismic upgrade requirements



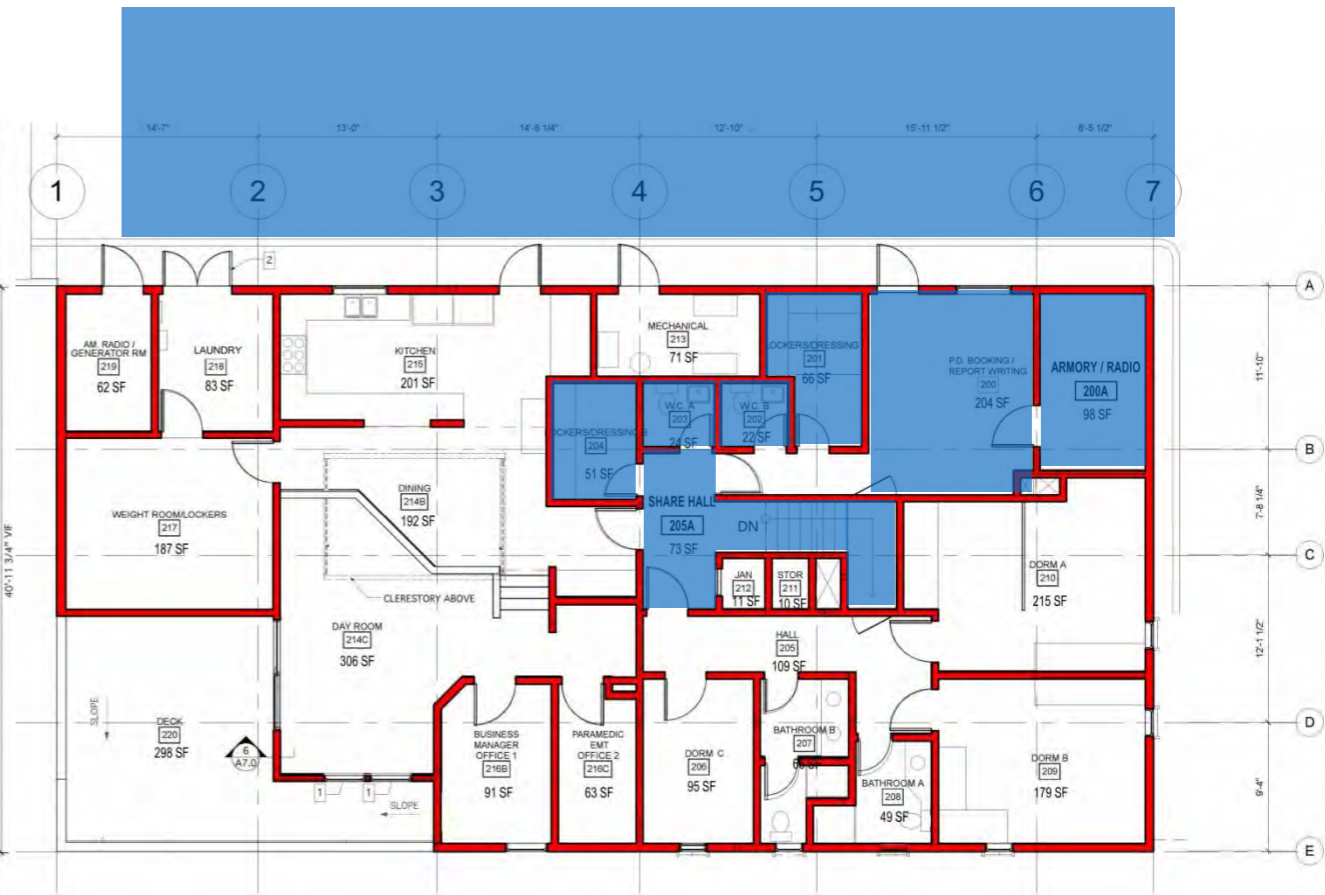
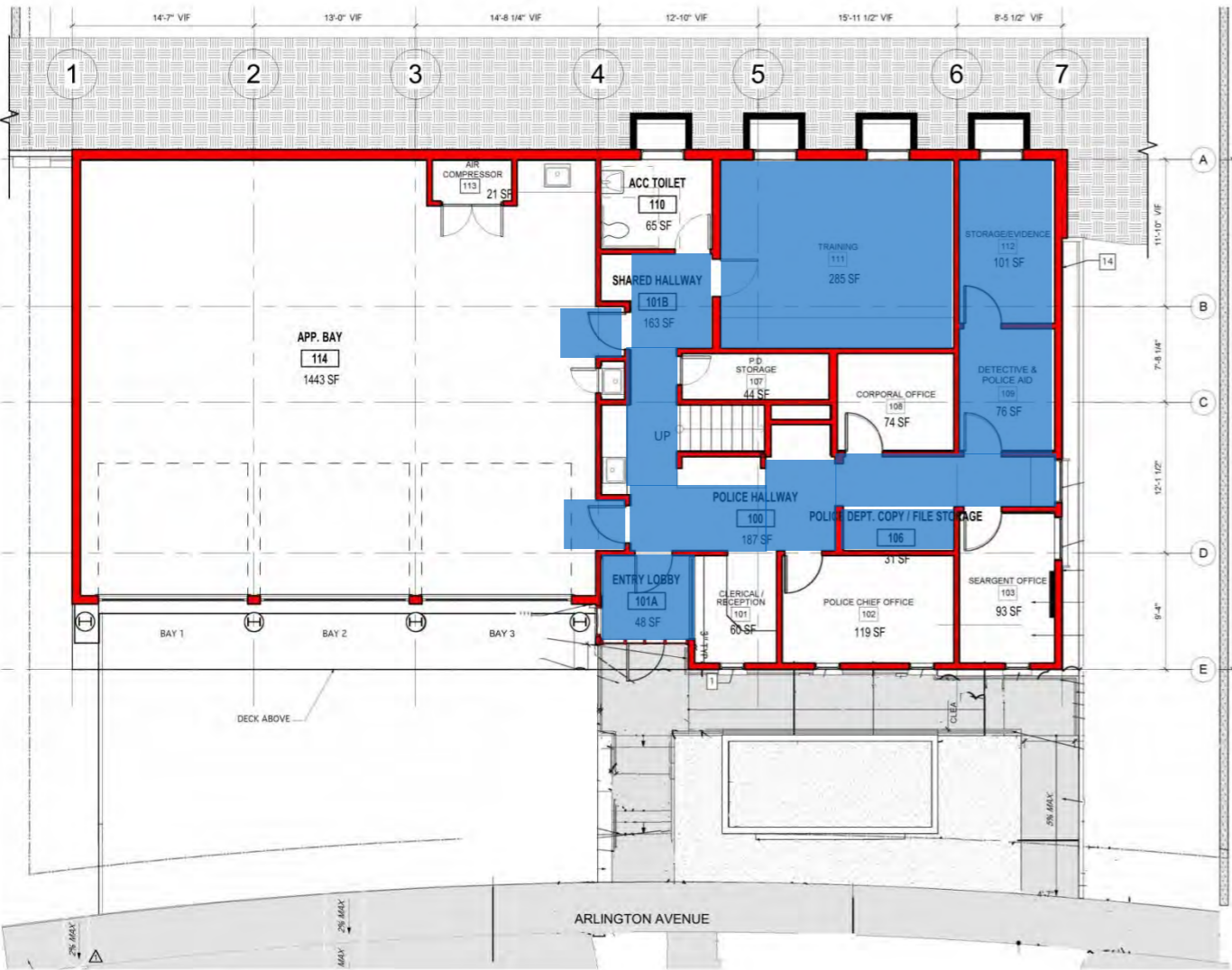
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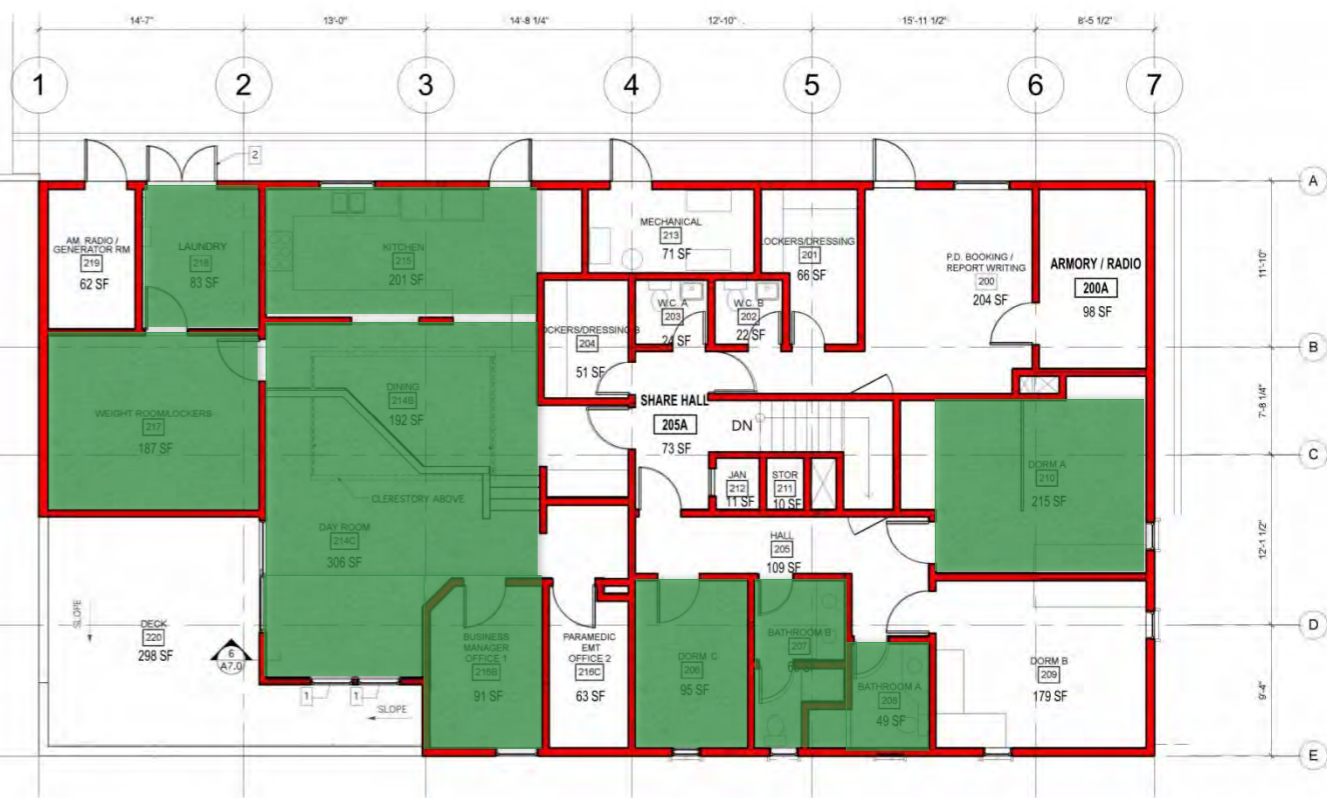
ADA non-compliant areas



police department: non-conforming/non-compliant



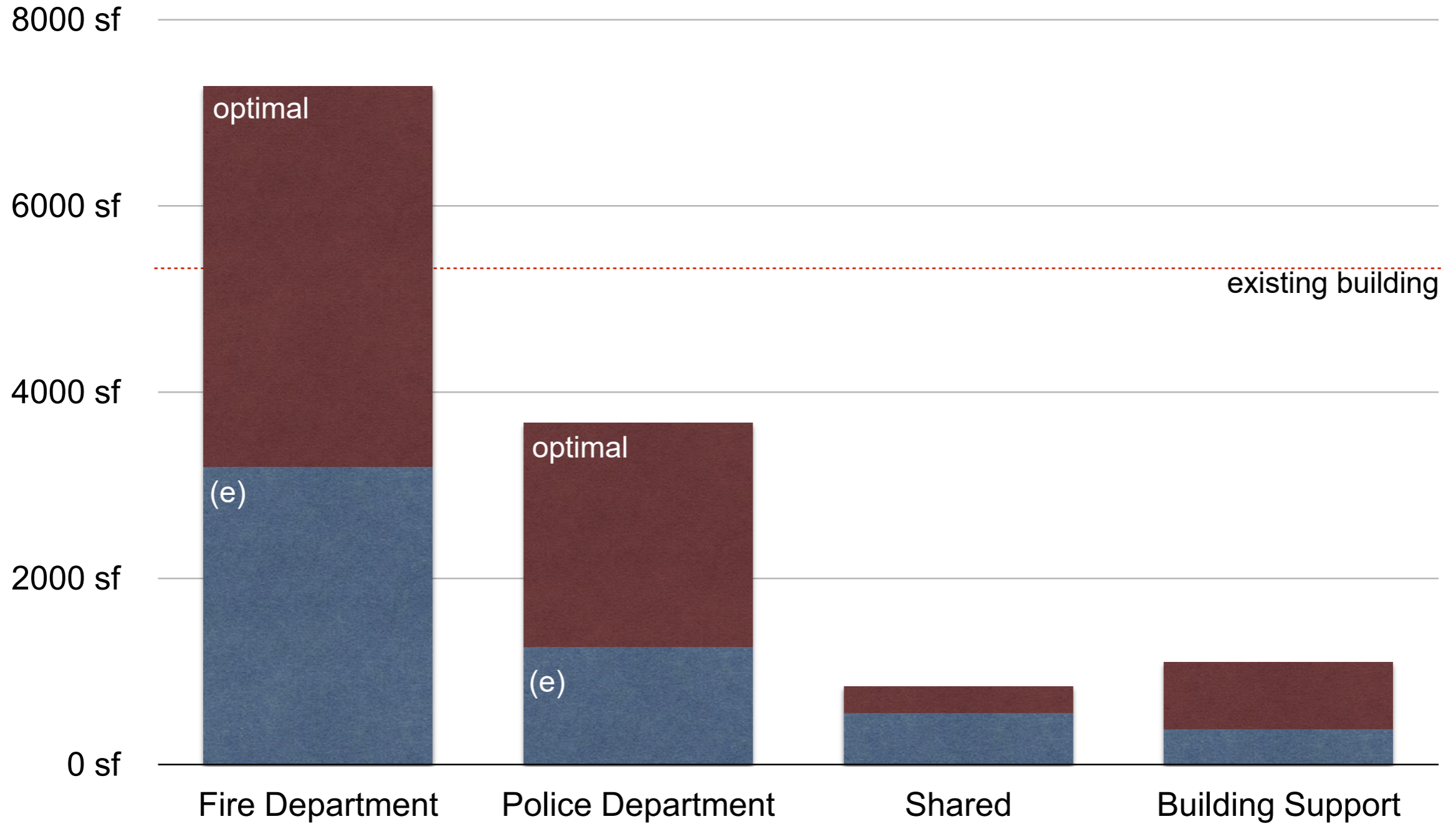
level 01



level 02



fire department:nonconforming/non-compliant areas



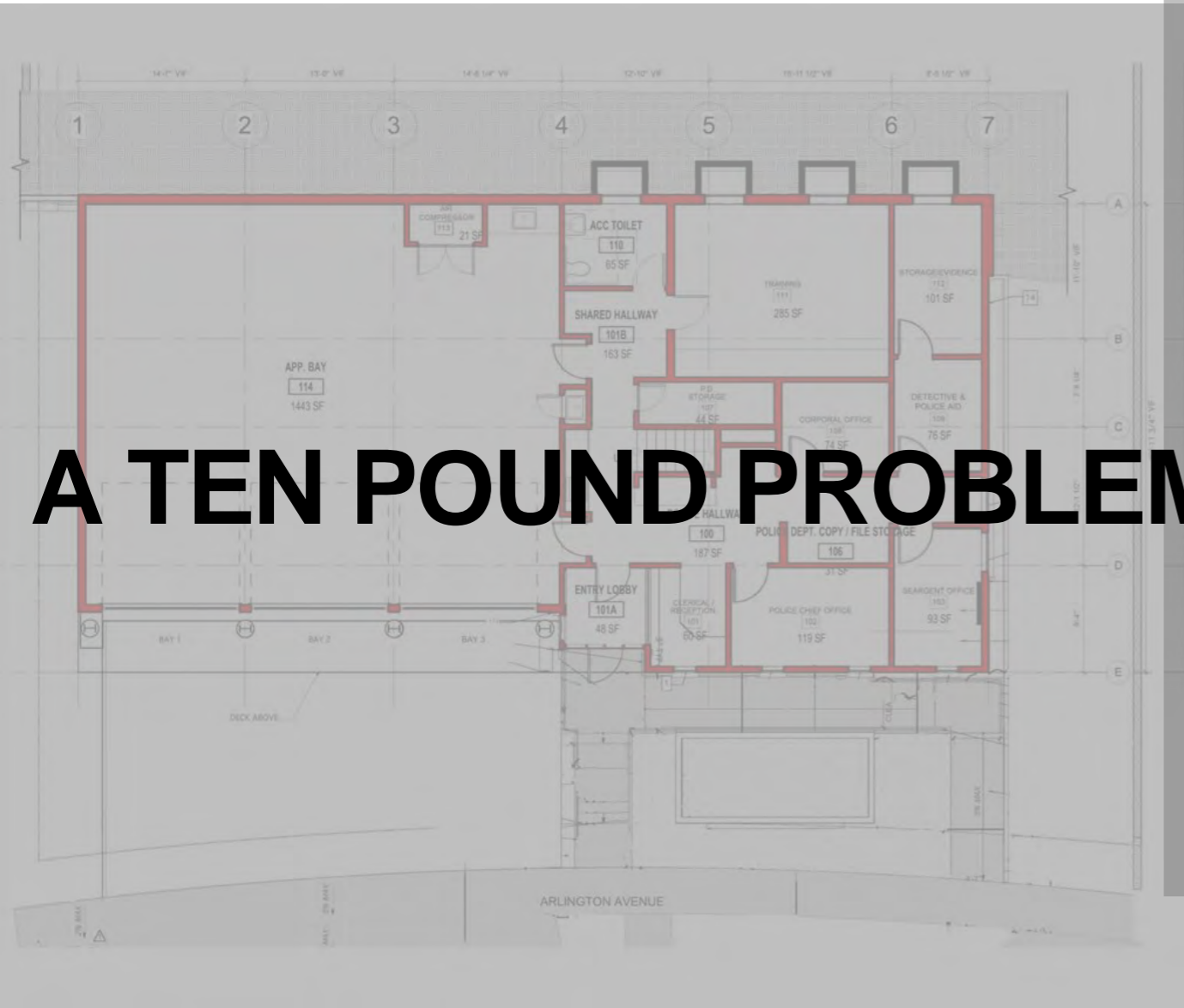
existing vs. optimal program areas

NOTE: Excerpt from 06/06/2017 Report:

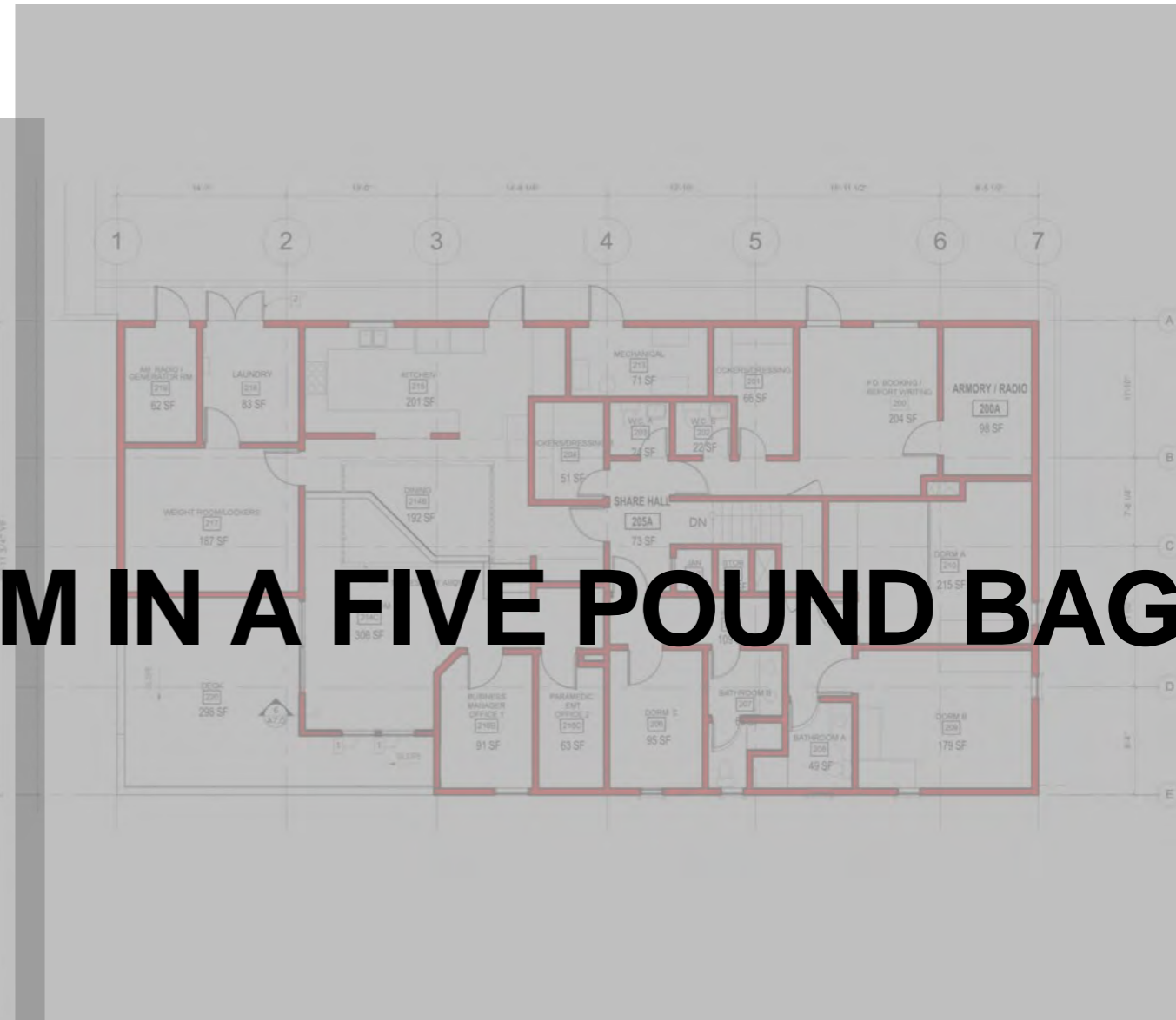
Public Safety Building
Preliminary Space Requirements (PSR)
December 12, 2016
RossDrulisCusenbery Architecture, Inc.

Department	Existing Staff	NSF	Optimal Staff	NSF
Fire Department	3	3,202	5	5,955
Police Department	5	1,269	8	2,488
Shared Support		892		500
Building Support		585		990
Total Personnel/NSF	8	5,948	13	9,933
Building Spaces/Circulation		22%		2,185
Total Building Gross SF (BGSF)		5,948		12,118

Parking Requirements	Existing	Optimal
Personal Vehicles	2	7
Department Vehicles	7	7
Visitor Vehicles	0	2
Total Parking	9	16



level 01



level 02



back to the existing building

allowable remodel \$\$

The value of the structure is the replacement cost to construct a building of the same size. The Owner should get a cost estimate for the replacement cost of the building. This will then establish the 50% upper limit that can be spent on the renovation of the building. However, the building department will have to accept the estimated costs.

conclusion

- replacement-cost cost estimate required
- 50% of above = renovation budget
- County verification required
- scope may need to be reconsidered

accessibility requirements

The building will need to comply with all California Building Code (CBC) regulations for accessibility. An accessible path of travel between levels is required. All levels of the building will need to be made accessible either by a ramp or an elevator. All portions of the building will need to comply with CBC accessibility regulations. This includes, but is not limited to; parking, entries, kitchen, restrooms, showers, sleeping rooms, living areas, offices, training rooms and public areas.

conclusion

- elevator required
- wheelchair lift @ split level required
- verify all operational areas provide for accessibility

expansion vs. occupancy

The occupancy of the building may not be increased by any means from the occupant load that currently exists in the building.

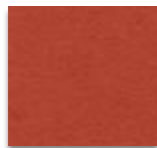
conclusion

- proposed plans may not increase occupancy

*NOTE: preliminary analysis verifies that the current plans to **not** increase occupancy*



Level 01 - Fire Department Program Areas



Level 02 - Fire Department Program Areas



**KFPD BOARD OF DIRECTORS MEETING
January 13, 2021
ITEM 7.1**



**KPPCSD BOARD OF DIRECTORS MEETING
January 14, 2021
ITEM 8**

JOINT STATUS REPORT ON PUBLIC SAFETY BUILDING RENOVATION AND CONSIDERATION TO INITIATE A JOINT REVIEW OF THE CURRENT CONCEPTUAL DESIGN BY MEMBERS OF THE KPPCSD AND KENSINGTON FIRE PROTECTION DISTRICT BOARDS

SUMMARY OF RECOMMENDATION

Receive a status report on the Public Safety Building renovation project, and consider directing staff to schedule a public meeting consisting of two members from each of the KPPCSD and KFPD boards to review the project.

BACKGROUND

A renovation or replacement of the KFPD Public Safety Building (PSB) has been a subject of consideration since 2016 when a seismic evaluation by Biggs Cardosa Associates Inc., Structural Engineers, determined that *"Because the building does not meet the latest seismic code requirements and due to its proximity to major earthquake faults there is the possibility that significant structural damage may occur with loss of life during a seismic event."* The report, dated 02/16/2016, recommended that *"the existing building be replaced or fully evaluated based on the requirements of the 2013 California Building Code by a registered Structural Engineer to determine the structural framing elements that are deficient"* and that *"a replaced structure would not only perform better during an earthquake but address many of the operational issues of the existing station."* It should be noted that the current 2019 CA building code is now two cycles beyond the 2013 version and has increased requirements for building life safety.

Subsequent studies of the PSB evaluated numerous options to remedy the safety and operational deficiencies of the building. In January, 2017, the architectural firm of RossDrulisCusenbery (RDC) presented a "Feasibility and Master Plan Final Report" which fully assessed the existing building, site, programmatic space requirements, civil infrastructure (BKF Engineers), structural (IDA Structural Engineers), and cost estimates (Mack5 Consultants) for the following:

- 1) Renovation (6K gsf at \$652psf = \$4M),
- 2) Replacement on site (14K gsf at \$579psf = \$8M), or
- 3) Building at a new location (19K gsf at \$595psf = \$11.5M).

In November, 2017, a geophysical investigation report by Advanced Geological Services on the existing PSB site stated that "No definitive fault indications were observed..." but suggested that "...there may be a geologic discontinuity...along the retaining wall between the back of the firehouse parking lot and the neighbor's yard." A further report by Rockridge Geotechnical in January 2018 stated that, "The location

of the suspected fault and resulting setbacks are expected to significantly limit the potential of extending the footprint of the proposed building to the eastern property line.”

At a KFPD board meeting on 09/11/2019, RDC presented a summary of the thirteen schemes studied to date which referenced a “Conceptual Retrofit Design” that included an explanation of the Alquist-Priolo Earthquake Zone Act. The Act “...prohibits the location of developments and structures for human occupancy across the traces of active faults” and limits alterations or additions of existing buildings on such sites to 50% of the value of the structure. RDC’s presentation detailed all the areas of both the Fire Department and the Police Department which are deficient and do not meet standards and practice codes for contemporary levels of service. The RDC recommendation, based on solving both the seismic vulnerability and the inadequate facilities for both departments, was to renovate the PSB for use by the Fire Department and to find safe and appropriate space for the Police Department elsewhere.

Before proceeding with this recommendation, the KPPCSD Board pursued the idea of having RDC develop a design that would house both the Fire and Police departments in the PSB, and the Board worked with the Fire District for permission to engage RDC to explore this possibility.

At its meeting of January 23, 2020, the KPPCSD Board, with the concurrence of the KFPD, approved an agreement with RDC in the amount of \$15,673 for their firm to develop a design for the renovation of the Public Safety Building that could accommodate space needs of both KFPD and the KPPCSD Police Department. It was understood that there was no guarantee that this work by RDC would result in a feasible design, but the Board majority felt that it was worthwhile to fund this additional work.

During the course of the work by RDC, several technical design issues arose that required additional analysis and meeting(s) with the Contra Costa County Building Official. These issues involved accessibility and seismic requirements for the renovated Public Safety Building, and were outside of the original scope of work contracted for by KPPCSD. To continue this architectural analysis, the KPPCSD provided additional funding for an Extra Service Request (ESR 001), with the cost of that ESR split evenly with the Fire District. The cost to each agency was approximately \$13,000.

On September 17, 2020, KPPCSD and KFPD staff received from the architect the draft conceptual plans for a new “Option D” for the renovated Public Safety Building. This conceptual plan incorporated an elevator and a wheelchair lift, and redesigned space on the ground floor to improve the layout of the Kensington Police Department based on prior comments from the department. The plan also incorporated an altered layout for the apparatus bays and support spaces. This conceptual design enclosed the outdoor deck area, and included modifications to meet accessibility codes.

Neither the Fire District nor the Police Department staff found design “Option D” to be completely acceptable, and both KPPCSD staff and Fire District staff participated in discussions with the architect to review their specific concerns associated with the conceptual design. At the November 11th, 2020, regular board meeting of the KFPD, the directors approved closing out RDC’s ESR007, effectively pausing any further work in lieu of the concerns expressed.

CURRENT STATUS OF BUILDING DESIGN

Following several additional discussions independent of RDC in December 2020 that included the KPPCSD General Manager Bill Lindsay, KFPD General Manager Bill Hansell, Police Chief Walt Schuld, and Fire Chief Michael Pigoni, Mr. Hansell made revisions to the prior conceptual Option D plan (attached)

that attempted to address concerns by each of the chiefs. Both Chief Pigoni and Chief Schuld have prepared written comments reflecting the difficulties in developing a conceptual design that meets the facility requirements of both departments. These comments are attached to this report. The managers and chiefs briefly discussed alternatives that would solve the space constraints of renovating the existing building, but, at this juncture, staff believes that it is important to receive a policy review by board members from each of the agencies so that there is an understanding at the governance level of what facility needs can and cannot be addressed through renovation of the Public Safety Building within the existing building footprint. Specifically, the general managers believe that the boards should authorize staff to schedule a joint committee consisting of two members of each board to review the status of the project in detail. (It may be noted that each board previously appointed a committee that could serve this purpose.)

While the agenda, format and objectives need to be more fully developed, the concept for a joint committee or board meeting is as follows:

- The meeting would be a public meeting;
- No decisions would be made at the meeting; it would involve a workshop-style presentation and discussion by members of both Boards to gather information needed for future, separate decision-making by each of the respective Boards;
- The meeting would be jointly facilitated by the general managers from both agencies;
- The workshop would include a presentation by KFPD General Manager Hansell, and police and fire staff, that would provide information on issues that are common to both agencies:
 - Overview and history of the project;
 - Review of initial design objectives;
 - Current status, including conceptual designs;
 - Feasibility of pursuing joint occupancy in the PSB;
 - Alternatives to joint occupancy in the PSB (if applicable);
 - Recommended process for closure on a final conceptual design;
 - Preliminary project schedule; and
 - Project budget estimate.

The above is meant only to be a tentative listing of topics to be addressed.

RECOMMENDATION

Receive a status report on the Public Safety Building renovation project, and consider directing staff to schedule a public meeting consisting of two members from each of the KPPCSD and KFPD boards to review the project.

FISCAL IMPACT

There is no significant additional fiscal impact associated with the recommended action described in this report.

ATTACHMENTS

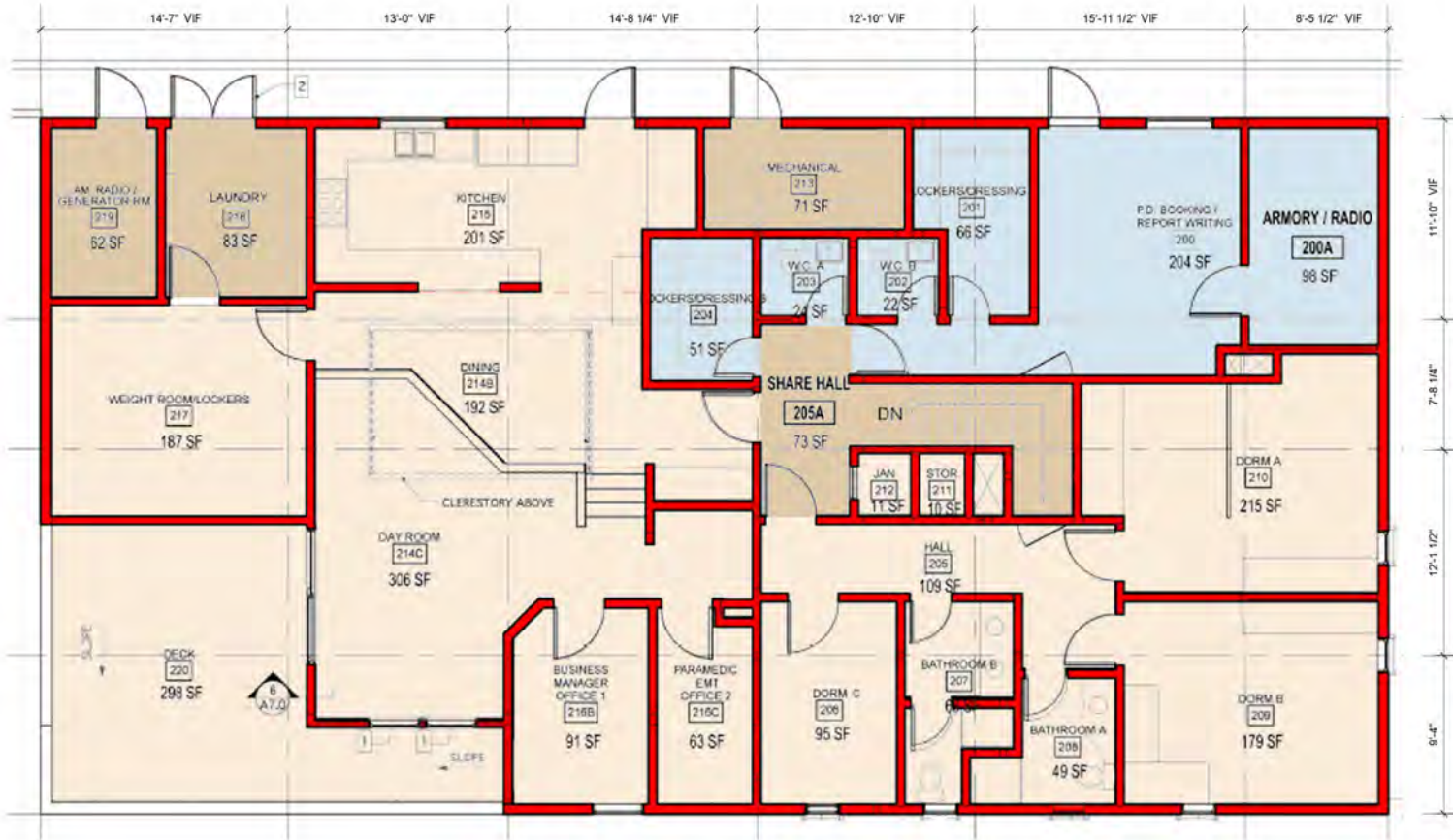
- Current analysis of the renovated Kensington Public Safety Building as prepared by KFPD General Manager Bill Hansell
- Memorandum from KFPD Fire Chief Pigoni Regarding Public Safety Building Design
- Memorandum from KPPCSD Police Chief Walter Schuld Regarding Public Safety Building Design

SUBMITTED BY:

Bill Lindsay
Interim General Manager, KPPCSD

And

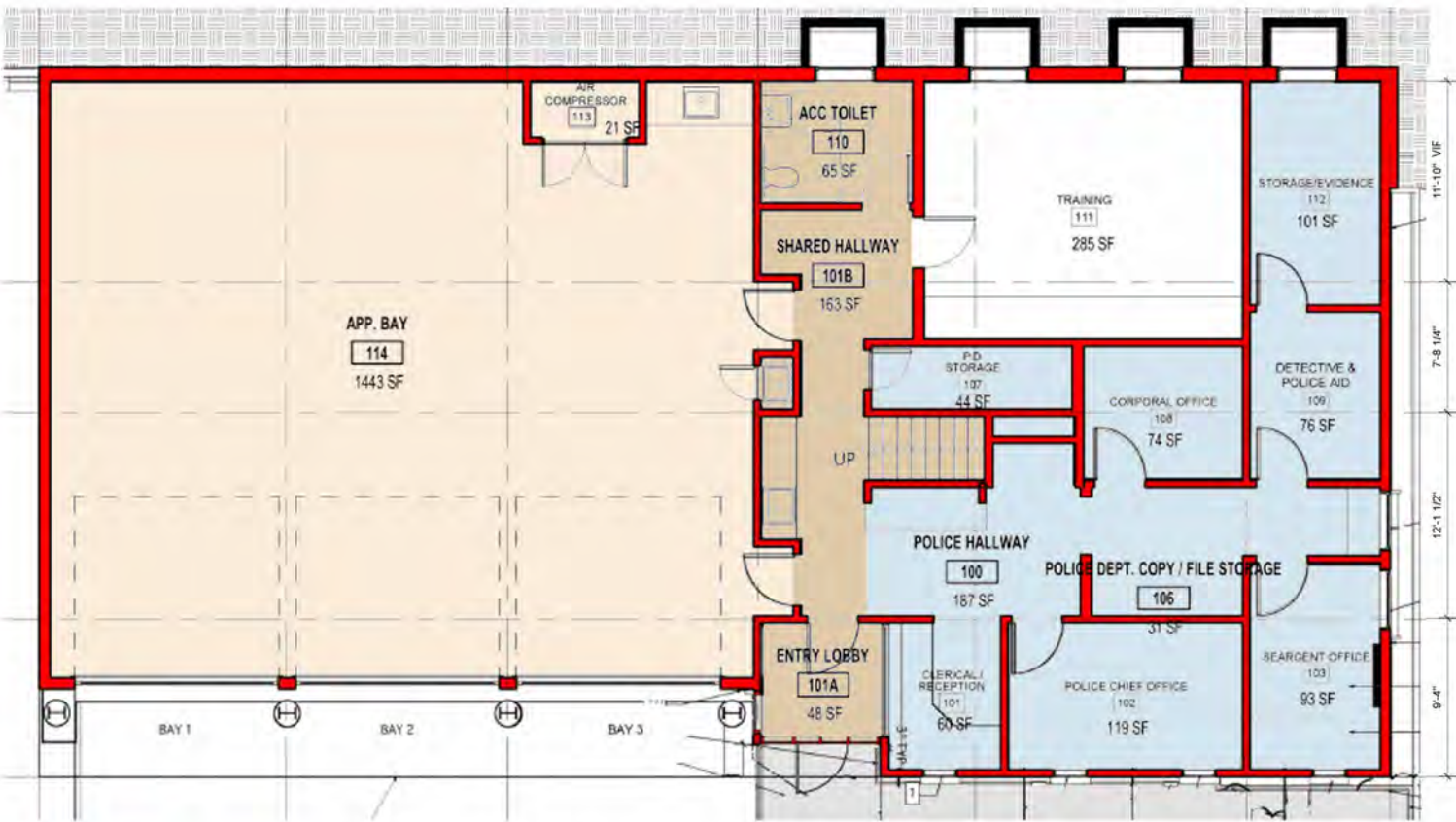
Bill Hansell
General Manager, KFPD



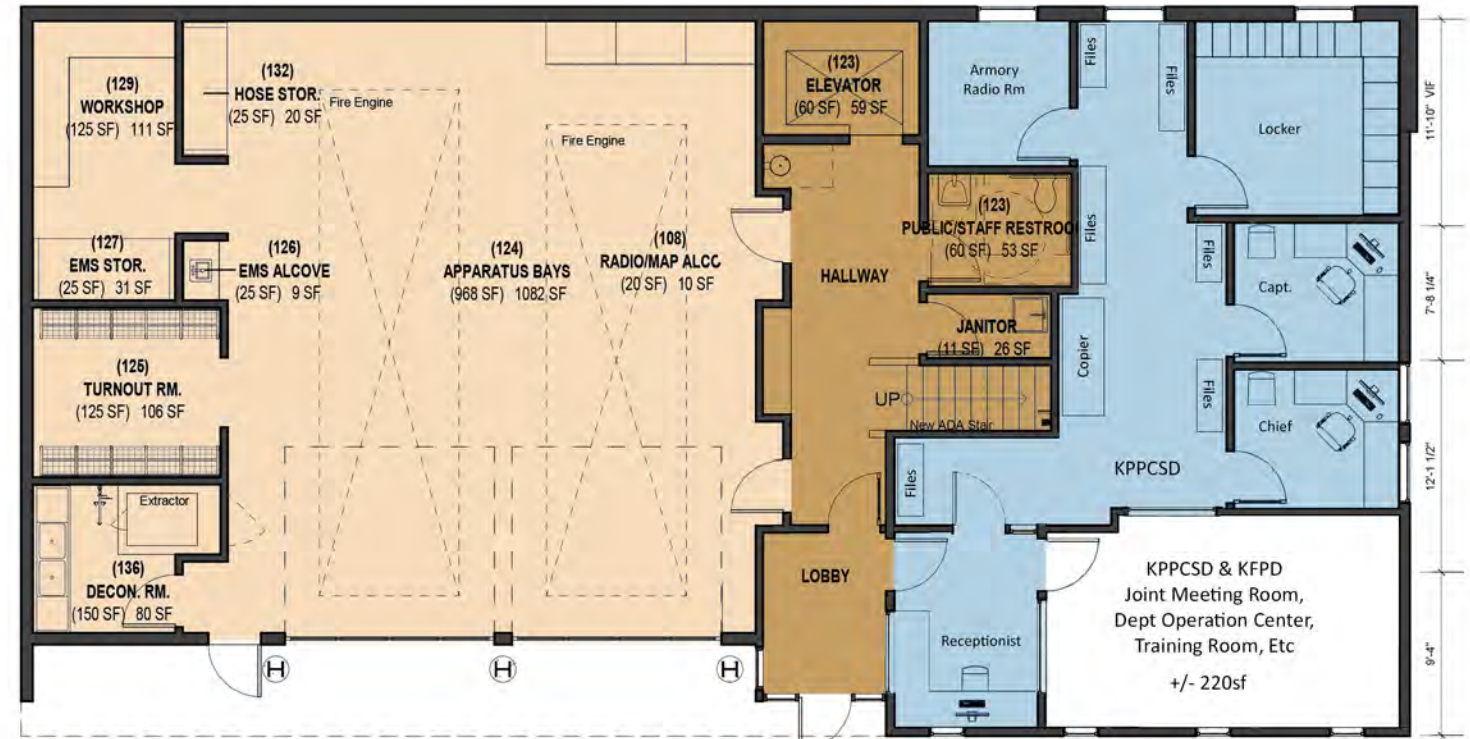
Existing: 2nd Fl Plan



Proposed: 2nd Fl Plan



Existing: 1st Fl Plan



Proposed: 1st Fl Plan

- KPPCS
- KFPD
- Circulation/Bldg Mech

Scheme "G" Note:
 KPPCS Area Calcs
 1st Fl = +/- 650 sf gross*
 2nd Fl = +/- 378 sf gross
 Total = +/- 1,025 sf gross**
 * May require 2nd restrm.
 **Not incl. Joint Mtg Room





EL CERRITO-KENSINGTON FIRE DEPARTMENT

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DATE: January 7, 2021

TO: Bill Hansell: General Manager

FROM: Michael Pigoni: Fire Chief

RE: **Revision G Comments**

Per your request after our meeting today regarding the Station remodel, I have updated my memo to you that was dated December 31, 2020. I have discussed the new layout represented in Revision G with the labor group as well as the management group to get more perspective views on the design. Below is a list of concerns, thoughts and wishes that were brought forward as well as ones of my own, many of which have already been shared.

- 1. Conference Room:** The Public Safety building currently has a joint use conference room that is approximately 285 sq. ft. Revision G has a joint meeting room that is technically within the PD side of the room and is only 220 sq. ft. While this is smaller than the existing room, it can be made to work, but would need confirmation that there is no security concern with PD in that the public/vendors/others would be entering this space. The importance of a dedicated conference/meeting room needs to be a high priority for potential large scale emergencies, shift meetings and/or training. There is also the concern that this shared room would be used as part time office space by non-sworn police staff or other CSD personnel. *Preference is still for a dedicated office for Fire on the first floor as well as a larger shared conference room accessed directly from the public area that is set up for training and to serve as a an EOC and/or DOC.*
- 2. Apparatus Bay:** Preference is to not lose the third apparatus bay. The spare bay provides room to reload hose packs, layout and inspect rescue equipment, work on projects, provide a training area for practicing with fire equipment, running positive pressure fans etc. without moving the apparatus outside. This space also provides area for growth if the District in the future wants to consider additional equipment to augment services. This could include a type 6 brush truck or a utility pickup, portable water tank trailer and pump with hose reels for pre-positioning during high fire danger, decontamination trailer, or an emergency equipment cache trailer with equipment similar to the CERT sheds that could be towed to neighborhoods in the event of a major event. *Preference is to leave hose/turnout racks where they are (which works fine) and look at modifying the work shop area to have the extractor towards the rear of the apparatus room.*
- 3. Kitchen:** It was pointed out that moving the kitchen to the current deck/patio area would create issues with using the outdoor barbeque grills that are located in the parking area just outside the kitchen window. This would require the firefighters to be moving back and forth between the kitchen and outside traversing the through the day room and stairs multiple times. Additionally, there appears to be a loss in storage area in the kitchen, mainly the pantry for each shift. *Due to the possible safety issue and disturbance to others, preference is to leave the kitchen in the current location with the revisions as laid out in Revision D.*
- 4. Bedrooms:** The bedroom layout permits two beds and a workstation/desk in each one. While normally only one person uses each bedroom at a time, during high fire danger (Red Flag) when the Department increases staffing, personnel are forced to share rooms. In retrospect of this current pandemic, it is evident that larger bedrooms would provide better isolation when additional personnel are required. An alternative to larger

rooms would be a 4th dorm that not only assists for additional staffing, but in looking to the future, it would provide the option for the District to consider a 4th firefighter and provided the NFPA 1720 required staffing of 4 personnel on an engine. A fourth firefighter, commonly referred to as 4/0 staffing would provide for safer and more efficient operations at emergency scenes. *Preference is for a total of 4 dorms with two beds in each that provide a minimum of 6' between the beds and a work station in each one.*

5. **Captain's Office:** The Captain's office is shown in what is currently the workout/electrical room. Three of the four walls have considerable amount of equipment including electrical panels, conduit, computer servers, phone system, etc. I would question if this infrastructure can be relocated easily. Additionally, attention needs to be made for insulating the walls to provide privacy when meeting/counseling personnel or other work that requires discretion. *Preference would be to increase the size of this room to allow to meet with the whole crew at one time and/or provide a dedicated larger office on the first floor.*
6. **Crew Office Space:** The work area/office off the day room for the engineer and firefighter is viewed as not optimal due to the potential distraction if someone else is in the day room. At a minimum, there should be a door installed and additional insulation with possible 6" walls to isolate outside distractions. *Preference would be to relocate the work spaces away from the day room.*
7. **Workout Room:** The relocated area for the workout room to the current kitchen area is not acceptable due to the size. This area is no larger than the current area being utilized (when including the area in the day room that is also used) and would actually have less floor space considering the walkway to access the parking lot cannot be used and must be kept clear. The other option discussed of using the current deck area is also not an acceptable location due to the noise distraction to the proposed Captains office and day room. This area is also smaller than currently being used when considering the area in the day room also being utilized for equipment. *Preference is to go back to Revision D design.*
8. **Radios:** While there is a location now for the dispatch printers by the doors to the apparatus on the first floor, there needs to be a location in the upstairs area to install the radios for both Richmond and Con Fire. The radios need to be located where they can be accessed easily. This will require something centrally located in the kitchen/dayroom area with countertop area for writing on next to them. Currently they are located adjacent to the kitchen on the counter under the historical cabinet and door to the stairwell. *Preference is to locate the radios on the second floor near the center workstation that is shown near the wheelchair lift for the upper day room.*
9. **Historical Display/Museum:** Revision G does not have any area designed for the historical items that are currently on display above the radio cabinet. History is extremely important in the Fire Service as are displaying items from years gone by. *Preference is to provide an adequate display cabinet in the day room area.*
10. **Restrooms:** I question the feasibility of only one restroom for PD and it is located on the first floor. There is no facility on the second floor. As currently designed, anyone in custody will need to be allowed to use the public restroom in the first floor hallway. This is a safety concern for Fire personnel and any public that is brought in. *Preference is that a secure restroom be provided for PD on the second floor to be more convenient for them and promote safety in the public areas.*
11. **Parking:** Parking behind the Station has always been a problem and was made even worse years ago when the emergency generator was installed and took up more spaces. Currently Fire has two spaces against the wall and then nose into the garbage can storage area. Every other day when there is shift change, it requires personnel to play musical chairs with the cars to switch out positions. Most days one or two oncoming firefighters will park in front of the Station which has and continues to generate complaints from citizens.

(unknown why) *Preference is to re-negotiate the contract with PD to provide one or two more parking spaces for Fire.*

12. Ballistic Protection: At this point, the location of the PD's armory is not indicated and assumed it would be back on the second floor if Revision G is followed, but once located, there remains the same concern as today for protection from an accidental discharge with ballistic reinforcement added to the walls and/or ceiling depending on final location.

KENSINGTON POLICE DEPARTMENT
217 Arlington Ave
Kensington, CA 94707-1401
(510) 526-4141



Walt Schuld
Interim Chief of Police

DATE: January 7, 2021
TO: Bill Lindsay, Interim General Manager
FROM: Walt Schuld, Interim Chief of Police
SUBJECT: Public Safety Building

I have reviewed the latest proposal "Option G" for sharing space with the Fire Department in the Public Safety Building. There are concerns about the amount of space available to provide for a professional and efficient police department.

Our existing space consists of 1222 sq. ft. which is constricted but if needed we can make it work. Option G shows our gross square footage to be 1,025 sq. ft. We lose 200 sq. ft. of usable space. In addition, with the insertion of a mandatory computer room¹ of at least 110 sq. ft. we lose a total of 310 sq. ft. from an already confined space. The following are the deficiencies that we will have with Option G:

1. We are losing more space rather than gaining needed space.
2. We lose the office for the sergeants to do paperwork or conduct counseling sessions.
3. We lose dedicated workstations for the Police Services Assistant to run stats, purchase supplies, arrange for training, keep records, fill out reports for DOJ, etc.
4. We lose a dedicated workstation for the Detective and Traffic/Community Services officer. Both are on the computer for all our law enforcement software and responding to the community by email, phone and zoom meetings.
5. Nine employees will have to share three workstations.
6. We lose our evidence storage including temporary storage.
7. No room for growth for Reserves or Volunteers. Volunteers would have to be offsite.
8. No sink, small refrigerator, or cupboards. Officers will be required to keep non-perishable food items in their uniform lockers or eat out.
9. Live Scan machine will have to take the space of one of the file cabinets.
10. No separate locker room for females.
11. Only one public restroom (not very significant but we currently have a private restroom upstairs and a public restroom downstairs).

Some of the above deficient areas we can make do without but overall, I cannot recommend that the police department attempt to fit into a 1,025 sq. ft. space. The proposal actually deteriorates the conditions that is now available for the police department and certainly does not look toward future growth (volunteers, reserve officers, and cadets).

Walt Schuld
Interim Chief of Police

¹ Department of Justice requirement to have a secure computer room. We are currently out of compliance.

**Joint Special Meeting on the Future Location of
KFPD & KPPCSD Departments & Offices**

KFPD AND KPPCSD | MARCH 25, 2021, 7:00PM

Overview: Project Status

1971: PSB constructed.

1989: Seidelman Associates conducts a geotechnical study to assess structural issues. Data did not determine if damage was "...caused by soil conditions, fault creep, inadequate foundation design, or construction."

1990: ADA (Americans with Disabilities Act) passes and subsequently incorporated into CA Building Code (Note: Federal and State compliance.) KFPD notes need to address accessibility issues. Around this period, KPPCSD requests expansion of its admin offices to the ground floor.

1995: KFPD Board investigates long-term capital needs of the PSB including full scope renovation to provide "(1) Compliance w/ADA; (2) Seismic structural safety; (3) Compliance with modern building and fire codes; and (4) the functional needs of the Police and Fire Depts."

1996: KFPD requests Needs Assessment, noting "*The PSB may not be able to be renovated on the present site due to space limitations. Accommodations for the ADA and the functional needs of the police and fire departments may not be able to be met on such a small site.*"

1997: Fire Chief's memo (03/05/1997) presents a Needs Assessment focused on: 1.) Inadequate Parking; 2.) Restricted Street Access; 3.) Structural Deficiencies; 4.) Building Space Needs; and 5.) Building Systems. "*If the building is forced to comply with the Alquist-Priolo Special Studies Zone Act, it is highly likely that an alternative site will have to be found.*" The memo described alternative locations and included an Emergency Response Time Analysis, as well as a Vacant Parcel Availability and Suitability Review.

1999: Extensive renovation relocates both departments internally and seismically reinforces the garage opening frames. Cost = +/- \$600K.

2005: Interior renovation of living quarters and structural reinforcing of apparatus bays. Cost = +/- \$320K.

2010-11: Renovation of site at building entry and driveway w/structural shoring, siding, and window replacements. Cost = +/- \$350K.

2014-15: Apparatus Room remodel = +/- \$337K.

2016: The Biggs Cardosa Associates, Structural Engineers, assessment notes, *“Because the building does not meet the latest seismic code requirements and due to its proximity to major earthquake faults there is the possibility that significant structural damage may occur with loss of life during a seismic event.”*

2017-18: Ross Drulis Cusenbery (RDC) Architects presents a “Feasibility and Master Plan Final Report” which fully assesses the existing building, site, programmatic space requirements, civil infrastructure (BKF Engineers), structural (IDA Structural Engineers), and cost estimates (Mack5 Consultants). Advanced Geological Services and Rockridge Geotechnical study the potential fault conditions of the site.

2019: RDC presents a summary of thirteen schemes studied to date. RDC’s presentation details all the areas of both the Fire Department and the Police Department which are deficient and do not meet standards and practice codes for contemporary levels of service. Based on solving both the seismic vulnerability and the inadequate facilities for both departments, RDC recommends renovating the PSB for use by the Fire Department and finding safe and appropriate space for the Police Department elsewhere.

2020: RDC explores options for continued joint occupancy and code constraints. General Managers and Chiefs meet in December to review/assess options.

2021: Joint staff report to KPPCSD & KFPD Boards recommends joint meeting.

Minimal Operational Needs

“Our mission is to provide the highest level of service to Kensington in order to protect the lives, property, and environment of the community from the disastrous effects of fires, medical emergencies, natural disasters, and other hazardous conditions.” -KFPD Mission Statement

KFPD Operational Needs

- Seismically safe building that ensures minimal damage and does not affect operations in the event of a severe earthquake.
- Ample parking behind the station that allows room for crew swaps (6 spaces).
- Enclosed apparatus parking areas (apparatus bay) that provide easy access during response times, room for current and future apparatus needs, room for laying out equipment for maintenance and training, and security to prevent loss of equipment.
- Shop area that provides ample room for working on equipment.
- Public area on the first floor for meeting the public, e.g. vendors.
- KFPD Administration Office for GM & Exec Assistant with secure financial and general records storage and server space.
- Office space on the first floor for the Station Captain to conduct business and complete daily operations with privacy for conducting personnel evaluations and talking with the public.
- Office space accommodating three workstations with adequate acoustical separation for the other crew members for writing reports, filling out maintenance logs, and completing mandated on-line training.
- Conference room that allows space for training and teaching while also large enough to use as a Department Operational Center (DOC) or an Emergency Operations Center (EOC) in the event of a localized or widespread event.

- Private living facilities separated from public areas with acoustical privacy that are not interrupted by day to day operations work.
- A dedicated fitness room, as cardiac events continue to be the leading cause of firefighter deaths and on-site resources are needed to minimize these risks.
- Separate laundry facilities, as required by NFPA 1851, for contaminated PPE and uniforms from the residential laundry where bedding, towels and personal belongings are washed.
- Four separate bedrooms designed with a minimum of two beds each with dimensions that comply with social distancing requirements. Second beds allow for up-staffing during high fire danger periods.
- Minimum of two full accessible bathrooms to provide privacy for mixed gender crews.
- Kitchen / Dining area that provides room for the crew to work together in meal preparation and storage of food and supplies with three refrigerators/freezers and three pantry storage cabinets.
- Day room that provides a comfortable space for the crew to talk, unwind, watch TV, read, and otherwise lower stress.
- Secure storage area for narcotics and other medications required for ALS medical care.
- Storage area outside of the apparatus bay for other medical supplies.
- Storage for PPE isolated for contaminations in the apparatus room and free of fluorescent light.

KPPCSD Operational Needs

- Parking for 7 vehicles.
- Computers and desk space for all administrative duties.
- Space to safely process and secure evidence according to industry standards.

- An armory to safely and securely keep department owned firearms, ammunition, less lethal weapons, surplus handguns, and range equipment.
- Booking area with adequate space for a Live Scan machine.
- Secure space to safely hold vital information, files, records, and everyday generated paperwork.
- Office space for management and Sergeants to complete the necessary functions of their positions.
- Office space for non-sworn staff to complete the necessary functions of their positions.
- A dedicated space for conducting department meetings, interviews, etc.
- Dedicated room for a Department of Justice (DOJ) compliant server.
- Lobby for meeting and working with the public during regular business hours.
- Space, computers and other office equipment for administrative staff.

Design Variables/Constraints

- Existing Building Area: +/-5,800sf.
- On Site Parking: Currently limited to 8 (KPD reserve 6). Total requested = 13.
- Alquist-Priolo Act: PSB is 47' from potential fault. No footprint expansion within 50' and no occupancy count increase allowed.
- Accessibility Compliance: CA Building Code in addition to Federal Law (ADA).
- Seismic, Accessibility, and other standards trigger full compliance of 2019 CA Bldg. Code. A new code is adopted every 3 years increasing standards.
- Construction Cost Inflation: CA Index has doubled since the late 1990's.

- Current Capital Reserves V. Interest rate of loans. Financial Planning considerations.
- Construction Schedule: Renovation consists of +/-9 months of design/permitting/bidding +/-15 months of construction = 2-year process after decision to proceed.
- Temporary Facility Cost = +/- \$1M for Fire Dept. + \$150K for Police Dept.
- State and Federal Guidelines/Requirements for Fire & Police standards. NFPA Standards and Labor Group requirements need to be considered.
- Relationship of employee efficiency to space limitations.
- Effect of separation of General Admin from staff. Cost for separate offices (Rent v. Own comparison).
- Cost of miscellaneous services due to lack of space, e.g. evidence room.
- Ability to accommodate future needs, required standards, or increased services.
- Ability to accommodate future pandemic protocols, if necessary.
- Limited local options for renovating, renting, building new.
- Consequences of decision: Level of Service corresponds to Quality of Facilities.

Design Variables/Constraints

“The fire station is more than a place to show up for work. In fact, it is our second home where the men and women that work at Kensington Fire Station literally spend one third of their life. Considerations need to be taken to ensure seismic safety, personal safety, cancer prevention, physical fitness, stress reduction and privacy while providing a very efficient delivery of the services provided to the community.” –KFPD Staff

“The Police Department is expected to convey a professional image to the public we serve and other public agencies we work with. This instills confidence in Kensington residents and creates a positive image of our employees who provide exceptional service. Residents who visit or request service need a safe, private, and comfortable place to stay while reporting their critical incident. KPD employees work forty (40) plus hours a week with police personnel onsite twenty-four (24) hours a day. The police department should convey a place of protection and wellbeing for its residents and for its employees to work productively. In addition to creating a building design that accommodates these activities and image, it should also be seismically sound and comply with all local, state, and federal regulations.” –KPPCSD Staff

PUBLIC COMMENTS/QUESTIONS

BOARD DISCUSSION: PROCESSES/FACILITIES TO BE EXPLORED

NEXT STEPS