

Council Meeting
May 16, 2006

SUPPLEMENTARY MATERIAL

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

Subject: Supplementary Material to Item 12A

Attached please find supplementary material to item 12A – continuation of the 1st Public Hearing on the Proposed Budget Revisions for the 2nd year of the City's two-year 2006-07 Operating Budget.

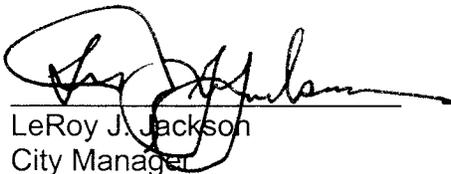
The attached material refers to the Capital Budget's FEAP #2 (Fire Stations 2 and 3 Remodel) and FEAP #123 (Station 5 Remodel).

Respectfully submitted,



Eric E. Tsao
Finance Director

CONCUR:



LeRoy J. Jackson
City Manager

Attachment: FEAPs #2 and #123

City of Torrance

Capital Improvement Project Request Form

Type of Project:

Equipment Automation Infrastructure Facilities Other

Project Location: 25135 Robinson Way

Department: Fire

Project Title: Fire Stations 2 and 3 Remodel

Description: Remodel of existing station bathrooms and dormitories. Additional funding of \$688,780 is needed to complete Station 3 remodel using a new plan for expansion. (FEAP 2). The remodel is being deferred to FY 07-08.

Justification: To provide sanitary and washing facilities for female firefighters required by California Code of Regulations, Title 8, Sections 3364 and 3366.

FEAP 2 project originally included the renovation of Fire Stations 2 and 3. The remodel of Fire Station 2 was completed. The cost of Fire Station 3 remodel was updated once within the 2002-2007 Capital Budget (June 2002) due to increase of construction costs. Since then, staff was given direction to use a new plan involving expansion of Station 3. Because the remodel of Station 3 using one-story expansion plans is more expensive and requires a significant amount of additional funding, we propose that the project be deferred to fiscal year 2007-08. The total project cost using the new plan is \$984,560 adjusted for four-year inflation. The available balance in FEAP 2 is \$295,780. The additional funding needed for the Station 3 remodel is \$688,780:

New Project cost – Station 3	\$984,560
Balance available in FEAP 2 as of 1/7/04	\$295,780
Additional funding needed	\$688,780

Following is the revised Fire Station remodel plan:

Station 2 – completed in 2002

Station 3 – originally approved for FY'04, is being proposed to move to FY 2007-08

Station 5 – 2004 approved

Station 1 – is being proposed for FY 2008-09

Station 4 – 2007 approved

Station 6 – already has female sanitary and washing facilities

May 2006 Status: Funding in the amount of \$342,000 moved from Station 3 Remodel to Station 5 Remodel, which is in progress now and has higher than the estimated cost. This will leave Station 3 Remodel with insufficient funds.

Project Costs

Estimated Project Implementation Cost			
Additional Personnel Requirements:			
# of positions (within department)		_____	
Annual labor costs (with benefits)	\$		
Additional Personnel Requirements:			
# of positions (support department)		_____	
Annual labor costs (with benefits)	\$		
Materials	\$	802,234	Construction (\$600K) and 10% contingency plus 5% annual inflation for four years
Professional Services	\$	109,396	15% design costs
Other	\$	72,930	10% project management fee
TOTAL	\$	984,560	

Status of Land: No land involved City owned Not yet acquired

Estimated Annual Ongoing Operating and Maintenance Costs	
<input checked="" type="checkbox"/> None	
Additional Personnel Requirements:	
# of position(s) – within department	_____
Annual labor costs (with benefits)	\$ _____
Additional Personnel Requirements:	
# of position(s) – support department	_____
Annual labor costs (with benefits)	\$ _____
Professional Services/Contracts	\$ _____
Materials	\$ _____
Equipment	\$ _____
Other: _____	
TOTAL	\$ _____

<u>Description</u>	Fiscal Year Ending June 30				
	2002	2003	2004	2008
Survey/Design					
Plans/Specifications	-X	X			X
Purchase/Construction	-X	X			X
Other: _____					

Project Financing						
Fiscal Year Ending June 30						
<i>Financing Source</i>	2002	2003	2004	2005	2008	TOTAL
General Fund	\$326,439					326,439
General Fund - Addl. Fund-Gen. Fund -6/25/05 11D		\$242,836			\$688,780	931,616
Bond Proceeds- CI# 11C-2/01/05 <i>Move funds to FEAP 123</i>				\$300,000	<\$300,000>	0
TOTAL	\$326,439	<\$42,000>		<\$300,000>		<\$342,000>
<i>Less offsetting revenue</i>						
Net project request	\$326,439	\$200,836		\$0	\$388,780	\$916,055

Vehicle Request Approval (if necessary)	Automation Request Approval (if necessary)
_____	_____
Department Head Signature	Department Head Signature
Date	Date

Requested by:	

Department Head Signature	Department Priority # <u>4</u>
Date	

City of Torrance

Capital Improvement Project Request Form

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New Project cost – Station 3
\$984,560

Balance available in FEAP 2 as of 12/04
\$295,780

Additional funding needed
\$688,780

Following is the revised Fire Station remodel plan:

Station 2 – completed in 2002

Station 3 – originally approved for FY'04, is being proposed to move to FY 2007-08

Station 5 – 2004 approved

Station 1 – is being proposed for FY 2008-09

Station 4 – 2007 approved

Station 6 – already has female sanitary and washing facilities

Project Costs

Estimated Project Implementation Cost

Additional Personnel Requirements:

of positions (within department) _____

Annual labor costs (with benefits) \$ _____

Additional Personnel Requirements:

of positions (support department) _____

Annual labor costs (with benefits) \$ _____

Materials \$ 1,375,729 Construction (\$600K) and 10% contingency plus
5% annual inflation for four years

Professional Services \$ 109,396 15% design costs

Other \$ 72,930 10% project management fee

TOTAL \$ 1,558,055

Status of Land: No land involved City owned Not yet acquired

Estimated Annual Ongoing Operating and Maintenance Costs

None

Additional Personnel Requirements:

of position(s) – within department _____

Annual labor costs (with benefits) _____ \$

Additional Personnel Requirements:

of position(s) – support department _____

Annual labor costs (with benefits) _____ \$

Professional Services/Contracts _____ \$

Materials _____ \$

Equipment _____ \$

Other: _____

TOTAL _____ \$

Project Time Line

Fiscal Year Ending June 30

<u>Description</u>	2002	2003	2004	2008
Survey/Design					
Plans/Specifications	X	X			X
Purchase/Construction	X	X			X
Other: _____					

Project Financing						
Fiscal Year Ending June 30						
<i>Financing Source</i>	2002	2003	2004	2005	2009	<i>TOTAL</i>
General Fund	\$326,439					326,439
General Fund - Addl. Fund-Gen. Fund -6/25/05 11D		\$242,836			\$688,780	\$931,616
Bond Proceeds- CI# 11C-2/01/05				300,000	(300,000)	0
<i>TOTAL</i>	\$326,439	\$242,836		\$ 300,000	\$388,780	\$1,258,055
<i>Less offsetting revenue</i>						
<i>Net project request</i>	\$326,439	\$242,836		\$ 300,000	\$388,780	\$1,258,055

Vehicle Request Approval (if necessary)		Automation Request Approval (if necessary)	
_____	_____	_____	_____
Department Head Signature	Date	Department Head Signature	Date

Requested by:	
Department Head Signature	Date
	Department Priority # <u>4</u>

City of Torrance 123

Capital Improvement Project Request Form

Type of Project: Fire Stations 5 Remodel

Equipment Automation Infrastructure Facilities Other

Project Location: 3940 Del Amo Blvd.

Department: Fire

Project Title: Station 5 Remodel

Description: Remodel of existing station bathrooms and dormitories.

Additional funding of \$127,280 for FEAP 123

May 2006 Update: The project consists of construction of individual sleeping areas, a small laundry/storage area and a weight training area (which could be converted to a future sleeping area), A/C for the new area and a new roof for the entire building. No modifications of restrooms or kitchen are included.

Justification: To provide sanitary and washing facilities for female firefighters required by California Code of Regulations, Title 8, Sections 3364 and 3366.

Renovation of Station 5 (FEAP 123) was originally estimated at \$149,200. Based on updated construction, design, and project management fee, the revised cost is \$276,480 and would require an additional funding of \$127,280.

May 2006 Update: General Services has estimated the project cost to be approximately \$575,000. As of May 2006, the budget for this project (FEAP #123) has a balance \$222,000. FEAP # 80 for roof replacement has \$11,000 appropriated. Additional funding of \$342,000 is required. Funds will be moved from Station 3 Remodel project.

500,000 construction

50,000 PM fee

25,000 contingency

575,000 total cost

(233,000)

\$342,000 remaining funds required

Project Costs

Estimated Project Implementation Cost

Additional Personnel Requirements:

of positions (within department) 0

Annual labor costs (with benefits) \$ 0

Additional Personnel Requirements:

of positions (support department) 0

Annual labor costs (with benefits) \$ 0

Equipment \$

Materials \$ 500,000 construction

Professional Services \$ 50,000 Project management fee

Land \$

Other \$ 25,000 contingency

TOTAL \$ 575,000

Status of Land: No land involved City owned Not yet acquired

Estimated Annual Ongoing Operating and Maintenance Costs

None

Additional Personnel Requirements:
 # of position(s) - within department _____
 Annual labor costs (with benefits) _____ \$

Additional Personnel Requirements:
 # of position(s) - support department _____
 Annual labor costs (with benefits) _____ \$

Professional Services/Contracts _____ \$
 Materials _____ \$
 Equipment _____ \$

Other: _____

TOTAL \$ 0

Project Time Line

Fiscal Year Ending June 30

<i>Description</i>	2003	2004	2005	2006
Survey/Design		X			X
Plans/Specifications		X			X
Purchase/Construction		X			X
Other: _____		X			X

Project Financing

Fiscal Year Ending June 30

<i>Financing Source</i>	2003	2004	2006	2011	TOTAL
General Fund (GF)		\$149,200				\$149,200
GF – Additional Funding		\$127,280				\$127,280
Additional funding from FEAP 2						\$0
Funding from FEAP 80	\$11,000		\$342,000			\$342,000
FY04 to FY06 Expenditures for design, plans, etc.			<\$54,480>			<\$54,480>
TOTAL	\$11,000	\$276,480	\$287,520			\$575,000
Less offsetting revenue						
Net project request	\$11,000	\$276,480	\$287,520			\$575,000

Vehicle Request Approval (if necessary) <hr/> Department Head Signature _____ Date _____	Automation Request Approval (if necessary) <hr/> Department Head Signature _____ Date _____
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Requested by: <hr/> Department Head Signature _____ Date _____	Department Priority # <u>4</u>
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City of Torrance 123

Capital Improvement Project Request Form

Type of Project: Fire Stations 5 Remodel

Equipment Automation Infrastructure Facilities Other

Project Location: 3940 Del Amo Blvd.

Department: Fire

Project Title: Station 5 Remodel

Description:

Remodel of existing station bathrooms and dormitories.
Additional funding of \$127,280 for FEAP 123

Justification:

To provide sanitary and washing facilities for female firefighters required by California Code of Regulations, Title 8, Sections 3364 and 3366.

Renovation of Station 5 (FEAP 123) was originally estimated at \$149,200. Based on updated construction, design, and project management fee, the revised cost is \$276,480 and would require an additional funding of \$127,280.

Project Costs

Estimated Project Implementation Cost

Additional Personnel Requirements:

of positions (within department) 0

Annual labor costs (with benefits) \$ 0

Additional Personnel Requirements:

of positions (support department) 0

Annual labor costs (with benefits) \$ 0

Equipment \$

Materials \$ 225,280 975sf @\$200/sf (2003) plus 5% annual inflation plus contingency

Professional Services \$ 30,720 15% design cost

Land \$

Other \$ 20,480 10% management fee

TOTAL \$ 276,480

Status of Land: [] No land involved [X] City owned [] Not yet acquired

Estimated Annual Ongoing Operating and Maintenance Costs

None

Additional Personnel Requirements:
 # of position(s) - within department _____
 Annual labor costs (with benefits) _____ \$

Additional Personnel Requirements:
 # of position(s) - support department _____
 Annual labor costs (with benefits) _____ \$

Professional Services/Contracts _____ \$
 Materials _____ \$
 Equipment _____ \$

Other: _____

TOTAL \$ 0

Project Time Line

Fiscal Year Ending June 30

Description	2003	2004	2005	2006
Survey/Design		X			
Plans/Specifications		X			
Purchase/Construction		X			
Other: _____		X			

Project Financing

Fiscal Year Ending June 30

Financing Source	2003	2004	2005	2006	2007	TOTAL
General Fund (GF)		\$149,200				\$ 149,200
GF – Additional Funding		\$127,280				\$ 127,280
TOTAL		\$ 276,480				\$ 276,480
<i>Less offsetting revenue</i>						
<i>Net project request</i>						

Vehicle Request Approval (if necessary) _____ Department Head Signature Date	Automation Request Approval (if necessary) _____ Department Head Signature Date
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Requested by: _____ Department Head Signature Date	Department Priority # <u>4</u>
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