



# FRESNO COUNTY FIRE

PROTECTION DISTRICT

*Honor, Integrity, Cooperation & Professionalism*

## MEMORANDUM

**Date:** 1/10/20

**To:** Board Directors

**Attn:** Mike Del Puppo  
President

**From:** Fire District Staff

**Subject:** Relocation of District Owned Modular Office Building from Headquarters to the Mid Valley Regional Fire Training Center (MVRTC)

## BOARD OF DIRECTOR'S BRIEFING PAPER

### ISSUE:

Staff is requesting approval from the Board of Director's to relocate the District owned modular office building at Headquarters to the Training Center.

### BACKGROUND:

CAL FIRE has notified the District of its need to increase office space at headquarters (State Owned Facility) and its plan to add a double wide modular office building in place of the current single wide office building that the District owns. District staff (Finance Contract Analyst) will continue to have office space at HQ in the new state owned office building. The state's investment in this larger more modern infrastructure will allow the District to consider re-purposing its current office building for alternate needs at the Training Center with minimal capital investment.

The Mid Valley Regional Fire Training Center (MVRFTC) opened in October of 2016. The MVRFTC provides standardized training to approximately 400 career, paid call and civilian personnel from CAL FIRE / Fresno County Fire Protection District annually. In addition, we offer outreach training to partnering fire agencies from throughout the region in basic firefighting skills, driver operator, EMS, and technical rescue delivered at our training center. Externally, the MVRFTC provides fee based courses to aspiring firefighters entering the work force and continuing

education to career and volunteer firefighters. The demand for basic and advanced firefighter training continues to increase annually as our training facility becomes more in demand. Over the past 3 years we continue to grow in student registration, delivered training hours, and outside agency requests to use our facility. Many days throughout the year the training center can have over 100 people on site involved in separate training courses and/or scheduled meetings.

Staff has identified a need for a student lounge for use during meal periods and classroom breaks for concessions and lunch consumption away from the classrooms and temperature controlled for seamless operations in extreme weather conditions.

The current Office Building at HQ could fill this need nicely with minimal capital investment and can be located on the Westside of the picnic table area that has been approved in the site plan for a future building without conflict with utilities or underground infrastructure.

In addition, management staff sees an opportunity to further enhance operational readiness by locating the District IT Coordinator in the repurposed modular building to the Training Center. This would allow for IT issues to be addressed during Training course delivery and for Mobile Data Terminal (MDT) issues to be addressed in real time as apparatus traverse to and from the Fleet Services Shop next door thus improving fleet down time intervals.

#### **DISCUSSION:**

Staff is seeking approval to develop a cost estimate for moving the District owned modular office building from HQ to the Training Center to include minor building improvements (Cement pad, paint, skirting, flooring, etc..) and purchase of ADA ramping and stairs for Training Center site placement.

Staff further seeks direction to identify these costs and present them to the Budget-Subcommittee at its next meeting for consideration and/or inclusion into the Amended Final Budget for Board consideration at its February 2020 scheduled meeting.

#### **ALTERNATIVES:**

The Board does not approve the re-purpose concept for the District owned Modular Office Building and directs staff to consider alternative options for consideration at a future date.

**IMPACTS** (Consider potential consequences related to each of the following areas of concern for proposed alternatives):

- Fiscal – The Budget Committee can include the cost in the FY19/20 amended final budget.
- Operational – More space to accommodate students, personnel, and improve performance at the Training Center and Fleet Services Shop.
- Legal – No known impact
- Labor – No known impact
- Sociopolitical – No known impact
- Policy – No known impact
- Health and safety – More space to accommodate students, personnel.
- Environmental – No known impact.
- Interagency – No known impact.

**RECOMMENDATION:**

It is recommended that the Board direct staff to develop the cost estimate for the re-purpose and re-location of its modular office building from HQ to the Training Center and work with the Budget Sub-Committee to consider for inclusion in the Amended Final Budget.

**APPROVED:**



Chris Bump, Assistant Chief

1/20/2020

Date