



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: AUGUST 12, 2025

DEPARTMENT: PUBLIC WORKS

FROM: DAVID JACOBS, P.E., L.S., PUBLIC WORKS DIRECTOR

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TITLE: SALINAS FIRE DEPARTMENT CITY HALL TENANT
IMPROVEMENT PROJECT, CIP NO. 9300

RECOMMENDED MOTION:

A motion to approve a resolution accepting the Salinas Fire Department City Hall Tenant Improvement Project, CIP No. 9300 for maintenance and responsibility.

EXECUTIVE SUMMARY:

On December 14, 2021, City Council approved Resolution No. 22266 approving a resolution to award a contract with Premier Builders, Inc. for the Salinas Fire Department City Hall Tenant Improvements Project, CIP No. 9300 in the amount of \$685,924. Construction began on September 13, 2022. Premier Builders completed the project for a total amount, including sixteen (16) change orders, of \$1,065,410. Final punch list items were completed on July 1, 2025.

BACKGROUND:

Salinas Fire Department (SFD) lost its training classroom when the City entered into an agreement to sublet the building at 801 Abbott Place in June 2020, where fire department training facilities, equipment storage, and fire museum were formerly located. This caused hardship in training personnel and running fire academics. As such, the Fire Department decided to move its current administration and prevention staffing into the West Wing of City Hall.

As tenant improvements and asbestos remediation needed to take place for this move to occur, on February 16, 2021, City Council approved Resolution No. 22503 authorizing a supplemental appropriation of \$514,725 from the General Fund and a transfer of \$125,275 from other CIP projects for improvements to the West Wing of City Hall to create office space for Fire Administration and Prevention Staff.

SFD hired Wald, Rhunke and Dost (WRD) Architects to design the project and provide construction plans, specifications, and cost opinion. Public Works staff was requested to coordinate the demolition and abatement of the West Wing offices as well as to coordinate bidding, award, and construction of the Tenant Improvements.

On February 4, 2021, City entered into contract with Newton Construction for demolition and abatement of the West Wing in preparation for tenant improvements. On July 23, 2021, demolition and abatement was completed. On September 29, 2021, staff advertised the SFD City Hall Tenant Improvements. Bids were opened on November 2, 2021, with Premier Builder's Inc. being the lowest, responsible, responsive Bidder in the amount of \$685,924.

On December 14, 2021, City Council approved Resolution No. 22266 approving to award a contract with Premier Builders, Inc. for the SFD City Hall Tenant Improvements Project, CIP No. 9300 in the amount of \$685,924. Due to delays caused by revisions to the design in Spring 2022, construction began on September 13, 2022.

On February 7, 2023, City Council approved Resolution No. 22585 authorizing the execution of all outstanding contract change orders (CCO 1 – 6) and authorizing all necessary contract change orders for an additional not to exceed amount of \$45,000.

On April 4, 2023, City Council approved Resolution No. 22627 awarding a construction contract to FC & Sons Roof for the City Hall Emergency Roof Repair and Abatement Project. The roof repair included replacement of the deteriorated metal roof deck. Subsequently, the roof repair required additional demolition and abatement of the entire first floor of City Hall.

On December 5, 2023, City Council approved Resolution No. 22860 awarding a construction contract to Premier Builders, Inc. for the build back of first floor of City Hall after additional demolition and abatement from the roof repair and metal deck replacement.

The SFD City Hall Tenant Improvement Project, CIP 9300, construction was postponed due to the replacement of the deteriorated metal deck with the emergency roof repair and abatement project and the build back of the first floor. During emergency roof repair and replacement of the metal deck, water damage occurred to the flooring and drywall within the Tenant Improvement Project space causing additional repairs and delays.

On March 26 ,2025, the City of Salinas relieved Premier Builders Inc. of maintenance in the areas of work completed and/or otherwise not listed as a punch list item. As of July 1, 2025, all work by Premier Builders as defined by CIP 9300 scope and change orders has been completed. Premier Builders completed the project for a total amount, including sixteen (16) change orders, of \$1,065,410. Final punch list items were completed on July 1, 2025.

CEQA CONSIDERATION:

***Not a Project.** The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.*

CALIFORNIA GOVERNMENT CODE §84308 APPLIES:

No.

STRATEGIC PLAN INITIATIVE:

This project addresses the City Council's Goals of "City Services" by investing in the safety and overall improvement of City Hall.

DEPARTMENTAL COORDINATION:

Coordination with Fire Department, Finance, and Legal departments was necessary for the execution of the contract and funding. Coordination with the Fire Department for providing the design, change requests during construction, and movement of furniture and equipment during construction.

FISCAL AND SUSTAINABILITY IMPACT:

There is no fiscal impact with this action. The contract for the Salinas Fire Department City Hall Tenant Improvement, CIP 9300, was \$685,924 with a total of sixteen (16) change orders that summed to \$379,486 for a total project cost of \$1,065,410.

Fund	Appropriation	Appropriation Name	Total Appropriation	Amount for recommendation	FY 25-26 Operating Budget Page	Last Budget Action (Date, Resolution)*
N/A	N/A	N/A	N/A	N/A	N/A	N/A

ATTACHMENTS:

Resolution