



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: AUGUST 26, 2025

DEPARTMENT: FIRE

FROM: SAMUEL KLEMEK, FIRE CHIEF

TITLE: PROFESSIONAL SERVICES BETWEEN THE CITY OF SALINAS
AND RRM DESIGN GROUP

RECOMMENDED MOTION:

A motion to approve a Resolution authorizing the City Manager to execute a Professional Services Agreement between the City of Salinas and RRM Design Group for architectural services related to renovations at the City's fire stations from July 1, 2025, to June 30, 2026, in an amount not to exceed \$587,716.55.

EXECUTIVE SUMMARY:

The City of Salinas conducted a comprehensive assessment to identify critical infrastructure needs and prioritize investment areas that would benefit public health and safety. As a result of this analysis, the City's fire stations were identified as key facilities in need of repair and renovation.

To support this ongoing effort, staff recommends entering into a Professional Services Agreement with RRM Design Group so they may continue to provide architectural and design services for renovations at Fire Stations 1 through 6. RRM Design Group will continue to assist in developing construction documents, specifications, and other design-related support necessary to advance the renovation projects.

BACKGROUND:

In July 2023, an agreement between the City of Salinas and the RRM Design Group commenced and RRM began their work in evaluating renovations needed at the six fire stations. The total amount of compensation to be paid under that agreement was not to exceed \$1,016,215. RRM has done a significant amount of work and has invoiced the City a total of \$428,498.45, thus far. The proposed renewal agreement allows for fire station renovation related work to continue. No additional funding is being requested since the funding has already been encumbered.

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. The California Government Code §84308 does not apply to this item as the contract was subject to a competitive process.

STRATEGIC PLAN INITIATIVE:

The following council vision and goals apply to this item:

- Public Safety
- Infrastructure

DEPARTMENTAL COORDINATION:

Implementation of the work and agreement is a collaborative effort, with the Salinas Fire Department working alongside Public Works, Finance, Administration, and the City Attorney's Office.

FISCAL AND SUSTAINABILITY IMPACT:

Fund	CIP No.	Appropriation	Appropriation Name	Total Appropriation	Amount for recommendation	FY 24-25 Operating Budget Page	Last Budget Action (Date, Resolution)
1200	9235	45.9235-66.4000	Capital Outlays Improvements	\$587,716.55	\$587,716.55	NA	NA

The proposed renewal agreement allows for the ongoing fire station renovation related work to continue. Funding will come from the appropriated line item mentioned above. No additional funding is being requested since the funding has already been encumbered.

ATTACHMENTS:

- Draft Resolution
- Draft Professional Services Agreement
- Scope of Services
- Memo from RRM Design Group