

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Jeremy Laurentowski, Landscape/Parks Maintenance 
Superintendent

DATE: February 22, 2011 (CC Meeting of March 2, 2011)

SUBJECT: Consider Installing a Fire Alarm System and Window Alarm System in the Development and Community Services Modular Building; Installing a Fire Sprinkler System and Window Alarm System in the Annex II Modular Building; Installing a Fire Alarm System in the Annex I Modular Building, the Community Center and Active Adult Center; Installing an Emergency Exit Door in the Community Center's Apricot Room; and Resolution Amending the Fiscal Year 2010/11 Budget

DISCUSSION

On June 6, 2010, the City Council authorized the purchase of the Development and Community Services modular building and the Annex II modular building. The combined area of the two buildings is approximately 6,500 square feet and consists of office space, restrooms and a break room, document storage and a conference room. The original intent of the buildings was to provide temporary office space while designing and building the new Civic Center complex. However, due to various delays and changes in the current financial state of the City, the Civic Center project has been put on hold for an extended period of time. Since these modular buildings were only intended to be occupied for a forty-two (42) month period, neither a fire alarm system nor window alarm system were installed. The Ventura County Fire Department recognizes fire alarm systems as an appropriate means of providing personal safety, as smoke detection provides early fire warning. However, due to the sensitive nature of the document storage area, staff feels that installing a fire sprinkler system in the file storage room is preferred over smoke detection. A fire sprinkler system is heat activated and will discharge individual sprinklers to extinguish each area of fire. The most sensitive files are stored in metal cabinets that would help to minimize any water or smoke damage in the event of a fire.

In addition, the original Annex I modular building, the Community Center and the Active Adult Center were also not installed with a fire alarm system and although they met current Fire and Building code requirements when they were originally constructed, staff feels that a fire alarm system is necessary for both the safety of staff and the patrons that utilize the buildings. Staff proposes to install the

appropriate sized plumbing equipment and backflow unit during the Annex II fire sprinkler installation and will include the installation of a fire sprinkler system for the Community Center and Active Adult Center as a Capital Improvement Project (CIP) at a later date.

Staff has also determined that an additional emergency exit door and stairway should be installed at the rear of the Apricot Room. Currently, the Apricot Room has an emergency exit door on the north and south sides of the room that access either the rear of the building or the courtyard area between the Apricot Room and the Administration Building. However, many scheduled events, such as City Council meetings, are regularly attended by a large audience and staff feels that an additional emergency exit door installed directly behind the stage area would provide an efficient alternative means of egress in an emergency. This door would have a panic bar and alarm.

FISCAL IMPACT

Staff has obtained quotes from several vendors and has determined that the total cost for the repairs and improvements is \$66,105. The following is a brief summary:

Development and Community Services and Annex II Modular Buildings:

Water line connection and backflow prevention unit	\$22,000
Annex II Fire Sprinkler System	\$9,500
Development and Community Services Fire Alarm System	\$5,500
Window Alarm System	\$850
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Sub-Total	\$37,850
15% Contingency	\$5,677
Total	\$43,527

Monthly Monitoring:

Fire Alarm	\$185/month
Fire Sprinkler	\$75/month
Window Alarm	\$45/month
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Sub-Total	\$305/month
Total (through June, 2011)	\$1,220

Annex I Modular Building, the Community Center and Active Adult Center:

Fire Alarm System	\$8,600
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Sub-Total	\$8,600
15% Contingency	\$1,290
Total	\$9,890

Monthly Monitoring:

Fire Alarm	\$294/month
Sub-Total	\$294/month
Total (through June, 2011)	\$1,176

Apricot Room Emergency Exit Door:

Emergency Exit Door	\$7,750
Alarm System	\$550
Electrical	\$650
Sub-Total	\$8,950
15% Contingency	\$1,342
Total	\$10,292

Staff is requesting an additional appropriation from the General Fund Reserve (1000) in the amount of \$66,105 to the Facilities Division (7620).

STAFF RECOMMENDATION (ROLL CALL VOTE REQUIRED)

1. Approve the installation of a fire alarm system and window alarm system in the Development and Community Services modular building; the installation of a fire sprinkler system and window alarm system in the Annex II modular building; the installation of a fire alarm system in the Annex I modular building, the Community Center and Active Adult Center; the installation of an emergency exit door in the Community Center's Apricot Room; and
2. Adopt Resolution No. 2011-____ amending the FY 2010/11 budget to appropriate \$66,105 from the General Fund Reserve (1000) to the Facilities Division (7620).

Attachment: Resolution 2011-____

RESOLUTION NO. 2011-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2010/11 BUDGET TO ALLOCATE \$66,105.00 FROM THE GENERAL FUND (1000) TO THE FACILITIES DIVISION (7620) FOR THE INSTALLATION OF SEVERAL SAFETY SYSTEMS IN THE DEVELOPMENT AND COMMUNITY SERVICES, ANNEX I AND ANNEX II MODULAR BUILDINGS, THE COMMUNITY CENTER AND ACTIVE ADULT CENTER

WHEREAS, on June 16, 2010, the City Council adopted the Operating and Capital Improvement Budget for Fiscal Year 2010/11; and

WHEREAS, a staff report has been presented to City Council discussing the need for several safety systems and recommends installing a fire alarm system and window alarm system in the Development and Community Services modular building, installing a window alarm system and fire sprinkler system in the Annex II modular building, installing a fire alarm system in the Annex I modular building, the Community Center and Active Adult Center and installing an emergency exit door in the Community Center's Apricot Room in the amount of \$66,105.00; and

WHEREAS, an additional appropriation of \$66,105.00 is requested from the General Fund (1000) to the Facilities Division (7620) to fund this project, and

WHEREAS, Exhibit "A" hereof describes said budget amendment and its resultant impact to the budget line items.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. A budget amendment allocating \$66,105.00 from the General Fund (1000) for several safety systems installed in the Development and Community Services, Annex I and Annex II modular buildings, the Community Center and Active Adult Center more particularly described in Exhibit "A" attached hereto is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 2nd day of March, 2011.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Attachment: Exhibit A – Budget Amendment

EXHIBIT A

**BUDGET AMENDMENT FOR THE GENERAL FUND FOR THE
INSTALLATION OF A FIRE ALARM SYSTEM AND WINDOW ALARM SYSTEM IN
THE DEVELOPMENT AND COMMUNITY SERVICES MODULAR BUILDING;
THE INSTALLATION OF A WINDOW ALARM SYSTEM AND FIRE SPRINKLER
SYSTEM IN THE ANNEX II MODULAR BUILDING; THE INSTALLATION OF A
FIRE ALARM SYSTEM IN THE ANNEX I MODULAR BUILDING,
THE COMMUNITY CENTER AND ACTIVE ADULT CENTER; AND THE
INSTALLATION OF AN EMERGENCY EXIT DOOR IN THE COMMUNITY
CENTER'S APRICOT ROOM**

FY 2010/11

FUND ALLOCATION FROM:

Fund Title	Fund Account Number	Amount
General Fund	1000-5500	\$66,105
Total		\$66,105

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

BUDGET NUMBER	CURRENT BUDGET	REVISION	ADJUSTED BUDGET
1000.7620.0000.9252	\$104,764	\$63,709	\$168,473
1000.7620.0000.9102	\$18,700	\$2,396	\$21,096
Total	\$ 123,464	\$66,105	\$189,569

Finance approval: 