



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by: [Signature] Date: 2/12/21  
General Manager

DATE: February 12, 2021  
TO: General Manager  
FROM: Senior Engineer  
SUBJECT: Maintenance Shop Improvements

**RECOMMENDATION:** That the Board authorize the General Manager to execute a contract with Salinas Steel Builders Construction Inc. (SSB) of Salinas, CA for Maintenance Shop Improvements in the amount of \$84,000 (includes 5 % contingency).

### **BACKGROUND**

The existing maintenance shop (Shop) is the location where the District maintains all of its mobile equipment (bulldozers, loaders, pickup trucks, etc.). The facility also includes support amenities to staff such as lunchroom, locker rooms, and supervisor & manager's offices. In 2001 the shop was improved when 3,500 sf of additional floor area was added to house these restrooms, offices, and a lunchroom for staff. Since that time, changes in MRWMD's operations as well as new regulations have daylighted the need to modify the space to fit the District's needs.

On January 1, 2020, a new regulation went into effect in California which required employers to provide adequate accommodations for employees who are lactating and nursing a baby. One of the regulation's requirements is that employers provide a dedicated, private, clean, well-lit, comfortable room, that is not a bathroom, for use by the nursing mother for expressing milk. The room may have other purposes however the use of the room for lactation shall take precedence over the other uses, but only for the time it is in use for lactation purposes. Since the regulation's enactment, MRWMD has been able to provide a temporary solution to maintain compliance. However, no employee has requested the need after the 2020 law was enacted. Prior to the enactment of the 2020 regulations, MRWMD's experience with employees needing lactation accommodations daylighted challenges that are faced with not having a dedicated space for an employee's privacy and comfort. Once the regulation went into place District leadership pursued the design of a more reasonable accommodation to better serve the needs of both the employee and the District.

In addition, MRWMD also has the need to provide a first aid space for staff who have been injured on the job. When unfortunate injuries occur in the work environment the injured staff currently waits in either a manager's office or in one of the break rooms for the District's "Fast Care Van" which comes to the site and performs onsite assessment, evaluation, and care of the injury. The practice of having employees use exiting offices or common areas as waiting areas has its challenges with providing the employee with privacy and comfortable amenities while they wait. It also encumbers the manager's office and break areas which cannot be used to their fullest extent while the injured staff is present.

Staff also experiences acoustical deficiencies in the building caused by the lack of a permanent wall between the lunchroom and office space and a door between a manager and supervisors office that does not allow for private conversations on either side. Therefore, soundproofing between these spaces needs to be improved.

Lastly, as part of the American's with Disabilities Act (ADA), the California Building Code requires that ADA accessibility improvements be installed as part of any building improvements. The proposed improvements above trigger this requirement. For this project, the existing parking stalls will be modified to meet the accessibility requirements.

## **DISCUSSION**

MRWMD's solution to remedy the challenges noted above is to create a dedicated multi-purpose space that could serve the First Aid needs of the District as well as provide for compliant and reasonable lactation accommodations. In addition, the District took this opportunity to add a few permanent walls to assist with the function of the building. With the assistance of Spector Corbett Architects, MRWMD prepared design drawing and obtained a building permit for the work. The proposed improvements include the following work at the maintenance shop building.

1. Carve out a portion of the women's locker room area to create a new multipurpose room adjacent to the Safety Manager's Office. This room will serve to satisfy the dual purpose of the lactation accommodation requirements and first aid needs. The work involves adding a door through one of the building's structural shear walls. These shear walls provide lateral support to the structure during wind and earthquake events. The Architect retained a structural engineering consultant to ensure proper mitigations were put in place to maintain adequate lateral force resisting strength. The space is also formed by a new permanent non-structural wall to separate the space from the women's locker room. Electrical, heating and fire sprinkler upgrades were also added to individually serve the new enclosed space.
2. Install a permanent partition wall between the lunchroom and workspaces to replace the existing modular partition wall. The modular partition wall does not provide adequate sound attenuation during busy times in the lunchroom. The modular partition also does not have power or data in it which makes locating office equipment like copier/fax machines and computers awkward in the space. The new wall would provide these utilities and make the office side of the wall more functional and provide the much needed sound attenuation between the lunchroom and office areas.
3. Permanent infill wall to replace an obsolete intra-office door (Site Manager and Supervisor's Offices).
4. Parking area improvements to meet ADA parking & accessibility requirements as required by the California Building Code when making building improvements. This includes restriping seven existing parking stalls. One of which will be designated as a Van Accessible ADA stall. This ADA stall will need to have a maximum slope of 2% in any direction. To achieve this slope the existing pavement must be ground out and overlaid with three to five inches of asphalt to ensure the grades are flat enough to meet the ADA slope requirements.

## **FINANCIAL IMPACT**

The District contacted four contractors to perform the work, two of which provided quotes. The lowest bid received was provided by SSB with a quote of \$79,590, District staff has added a 5% contingency amount due to

possible unforeseen circumstances for a total budgeted cost of \$84,000 for the scope of work. This was not included in the 2020/21 budget amount. However, adjustments will be made to incorporate it under the \$5.7 million Capital Improvement Budget for FY 2020/21.

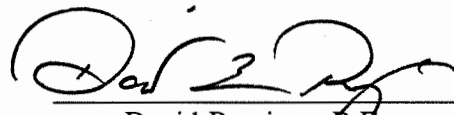
### **STRATEGIC PLAN**

The Maintenance Shop Improvements fit under a key policy directive cited in the District's "Pillars of Sustainability" plan.

- People. The improvements provide MRWMD staff with a work environment where their needs are accommodated. The improved space will provide additional ways for staff to stay safe and ensure privacy in the workplace and will show employees that their work and needs are valued.

### **CONCLUSION**

The Maintenance Shop improvements will have multiple benefits to the District's staff and overall work environment. This involves providing a clean, comfortable and accommodating space for staff when their need arises. Staff therefore recommends the Board authorize the General Manager to approve a contract for the Maintenance Shop Improvements with SSB Construction of Salinas, CA. for \$84,000 (including 5% contingency).

  
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David Ramirez, P.E.