



Incorporated County of Los Alamos
Public Works Department
Capital Projects & Facilities Division

Public Information and Involvement Plan
(PIIP)

Fire Station 4 Replacement: Site Selection

Date: 09/09/2024

PIIP Revision #: 1

Project Manager: Sobia Sayeda

County Engineer: [Click here to enter text.](#)

Department Director: Juan Rael, Public Works Director

PIO Assigned: Louise Romero

PIIP Phase: Conceptual Design Construction

- 1. Project Purpose and Scope:** Evaluate three sites as the location for the new replacement Fire Station 4. Architectural services include site evaluation, schematic design, design development, construction documents, bidding, and construction administration for the replacement of Fire Station #4. The design will be tailored to the LAFD and maximize familiarity, efficiency, turnout speed, ease of use and the health and wellbeing of the firefighters.
- 2. Does this project support any of the Council's Strategic Goals? If so, which goal(s) apply?** Quality of Life: Public Safety. Operational Excellence: Effective, Efficient, Reliable Services, and Infrastructure Asset Management. Quality of Life: Health, Wellbeing, Open Space, and Parks. Environmental Stewardship: Natural Resource Protection, Greenhouse Gas Reduction, and Water Conservation.
- 3. Is this an approved CIP?** Yes.
- 4. What is the project location? Describe or supply a map.** For this scope of services, there are three (3) potential sites: 1) The current FS4 site 4401 Diamond

Drive, 2) the Golf Course Maintenance Yard Entry 9999 San Ildefonso Road, and the 3) vacant area north of the Loma Linda playground, 101 North Mesa Road.

- 5. Who is your audience – who are you talking to?** 1) Property owners adjacent to the three (3) identified sites, 2) Property owners within 300 feet of the three (3) identified sites including Loma Linda, Ponderosa Estates and, 3) All residents of the County townsite. 4) Open space and Trails advocates. 5) Middle School administration. 6) Golf course enthusiasts, and 7) Pueblo Canyon Inn and homes on the west side of San Ildefonso just past the round-about at Diamond. 8) Golfers.
- 6. Explain the steps for accomplishing the project and provide estimated timeframes for each step.**

- a. Initial Public Meeting September 23rd:** This PIIP is for the purposes of **site selection process** as described in AGR24-51. This meeting to be held at Fire Station #4 building.

Week of Sept. 9: Invitations to be mailed to the affected neighborhoods, emails invitation to the golf course and open space enthusiasts, and middle school.

Week of Sept. 16: Press release issued, social media posts, and ads regarding the Sept. 23 public meeting.

At the Sept. 23 meeting, Public Engagement process for Site Evaluation of the three (3) identified sites must include the following items:

- i. Timeline of the process to make a selection (not pre-decided – public input needed)
- ii. Why new Fire Station 4 is needed – (1. problem to be solved: aging facility, not able to accommodate required equipment, better safety features for the health of fire fighters; 2. we are the correct organization to address this issue; 3. we would be derelict in our duties if we did not address this issue)?
- iii. Why these three sites were selected as possible locations?
- iv. Fire Response Time Evaluation.
- v. Inventory of existing trees within the potential area of impact.
- vi. Other environmental impacts.
- vii. Pre-recorded Lidar, and drone videos of the three sites.
- viii. Walk-through of the Fire Station #4 building and adjacent grounds.
- ix. Pros and Cons of each site

- x. Solicit interest and offer walk-through of the Loma Linda and Golf Course sites on a later day.
 - xi. Collect email addresses of attendees to be able to communicate reminders and updates on the project
- b. **Citizen survey:** At the conclusion of the Sept. 23, 2024 meeting, the project team will request individuals to take a survey to identify the most important factors that they believe should be considered when selecting a site, and then, conclude with which of the three sites is the preferred site. Survey will remain open from 9/23 through 10/7.
- c. **Potential Site Visits:** If the public desires, host in-person visits to the other two (2) identified sites – tent and tables with open hours to conduct a walk-through of the site and answer questions – Sept. 30 at 5:30 – 7:30 PM.
- d. **Public Comment:** Comments to be submitted via email to Public Works Project Manager.
- e. **Civic groups:** Fire Chief Troy Hughes will be reaching out to local civic groups (e.g. Rotary, Kiwanis, League of Women Voters) throughout the month of September and early October, offering to speak to these groups and explain the Fire Station 4 replacement project and site selection process.
- f. **Subsequent Public Meeting on October 15th:** Present site evaluation reports to the public once the comments have been evaluated and incorporated. Solicit further feedback during the meeting and via a survey to begin the evening of public meeting. Survey to run during two-week period. This meeting to be held at Fire Station #4 building. Include the following items:
- i. Evaluation Decision Matrix identifying key factors for each site.
 - ii. Evaluation and Analysis Reports of test fit Site Plans for each site.
 - iii. Survey to be launched at the end of the meeting to encourage feedback on preference based on the pros and cons (survey will remain open until a week before the Final Public Meeting).
- g. **Follow-up Public Meeting October 21st:** Results of the survey findings and subsequent data gathered to be presented at the previous public input meeting. Present site evaluation reports to the public once the comments have been evaluated and incorporated. Solicit further feedback during the meeting. This meeting to be held at Fire Station #4 building. Include the following items:
- i. Evaluation Decision Matrix identifying key factors for each site.
 - ii. Evaluation and Analysis Reports of test fit Site Plans for each site.
 - iii. Survey to be launched at the end of the meeting to encourage feedback on preference based on the pros and cons (survey will remain open until a week before the Final Public Meeting).

h. Final Public Meeting: Present final site evaluation reports to County Council for selection on November 12 at the White Rock Fire Station #3.

7. Does this project relate to projects in progress or in the future? Yes, As the design team of the two most recent LAFD fire stations – No. 5 and No. 1 which are currently under construction, the goal will be to ensure consistency between fire stations.

8. Project start and completion dates: Site Selection phase to begin August 2024 – January 2024

9. Project cost and funding source: ≤ \$1,615,868 General Services Agreement AGR24-51

10. Is the intent to inform , educate , and/or involve ? Yes, educating and engaging the community in the site selection process will be a key priority and important to the success of the project.

11. Describe the issues the public may have regarding the project:

a. Noise and Traffic: Increased noise from construction and future emergency vehicles. Increased traffic and related impacts on traffic.

b. Property Values: Some residents may worry that the proximity to a fire station could negatively impact their property values due to the noise and traffic. (This question has been raised by Council in the past, how does one evaluate this appropriately)

c. Environmental Impact: The construction process can lead to concerns about local wildlife habitats, and overall environmental degradation.

d. Aesthetic Concerns: Residents might have issues with the design and appearance of the new building, fearing it could clash with the existing neighborhood aesthetic.

e. Land Use: There may be objections if the land designated for the fire station was previously used for public parks, green spaces, or other community amenities.

f. Economic Impact: The cost of construction and ongoing operation of the fire station can be a concern for taxpayers, especially if they believe the funds could be better allocated elsewhere.

12. constraints on the project (regarding public information), such as critical timeframes, other. The project team has made it a high priority to inform and adequately consult the public about the project along with periodic updates on the website.

13. Will you be holding a public meeting/open house to solicit input or inform the public of a project? Yes, Sept. 16, 23, 30 and Oct. 10, in addition to meeting with

various local civic groups by invitation. The contractor will compile reports, evaluations, and analysis to create a 2D and 3D test fit site plan for each site along with photometric plan and report detailing the pros and cons of each site, feasibility, anticipated cost implications and potential challenges. Upon creation of these reports and exhibits, the contractor will produce presentation materials for up to six (6) public meetings to present the sites to relevant affected public, to encourage discussion and to gather feedback from the community. The public will also be informed through the county website page.

14. Is public comment limited to this meeting? Will you allow the public to provide written comments for a period after the meeting? What will you do with the comments? The project team will gather feedback from an online survey. The public is also welcome to comment on the project via email directly to the Project Manager for a duration of time before and after the meeting via public input process or a survey.

15. Estimated PIIP Budget? \$3,000

16. What is the detailed plan for the PIIP? See 6a – 6f on previous pages.

- A press release will be submitted to the media regarding public meeting(s) and final site selection.
- An ad announcing the details of the public meeting(s) will be placed with the LA Daily Post.
- Flyers/letters will be distributed to those adjacent and within 300 feet of the identified sites informing them of the public meeting(s).
- The Public Works website will be updated as needed to keep citizens informed of progress and to share future project milestones.

Please sign below and date:

Submitted by Project Manager: _____ Date _____
Sobia Sayeda

Approved by Division Manager: _____ Date _____
Sara Rhoton

Approved by Department Director: _____ Date _____
Juan Rael

Assigned Public Works PIO: _____ Date _____
Louise Romero

*Approved by County PIO: _____ Date _____
Julie Williams Hill

***If the PIO does not approve the PIIP, the PIO must provide justification for the disapproval below. The Department Director can override this decision but must also provide justification below or via an attached memo.**