



Memorandum

Date: 6/16/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-401

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Fire	Adrian Sheppard	425-556-2201
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DEPARTMENT STAFF:

Fire	Ameé Virelle	Deputy Chief
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TITLE:

Consultant Agreement for Feasibility Study of Fire Station 11

OVERVIEW STATEMENT:

The Fire Department is seeking Council authorization to enter into a consultant agreement with TCA Architecture + Planning to conduct a feasibility study for Fire Station 11. The study will evaluate rebuild and renovation options on the station’s current site and provide cost estimates to support future budget planning.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information

Provide Direction

Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond 2050
Capital Facilities Plan 2050 - General Government Facilities
Redmond Fire Functional Plan - 2025-2050
General
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The study will provide the City with a clear understanding of whether Fire Station 11 should be renovated or rebuilt on its existing site, informed by the building's current condition and operational needs identified through the Facilities Condition Assessment, the Fire Functional Plan, and the Capital Facilities Plan. It will deliver site and facility assessments, feasibility analyses, and budget-level cost estimates that represent the logical next step in planning-supporting informed decision-making and setting the foundation for future capital budgeting.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$125,000

Approved in current biennial budget: Yes No N/A

Budget Offer Number:
100.60101.00410.52210.9077-100-86

Budget Priority:
Safe and Resilient

Other budget impacts or additional costs: Yes No N/A

If yes, explain:
N/A

Funding source(s):
General Fund

Budget/Funding Constraints:
N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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N/A	Item has not been presented to Council	N/A
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
7/7/2026	Business Meeting	Approve

Time Constraints:

The feasibility study must be completed before the end of 2026 so that its findings can be incorporated into facility and capital planning efforts. Obtaining this information early ensures the City bases future budgeting on accurate assumptions, clear understanding of site and operational constraints, and well-developed planning-level cost estimates.

ANTICIPATED RESULT IF NOT APPROVED:

Without this study, the City will lack critical feasibility and cost information needed to make informed decisions regarding the long-term future of Fire Station 11. This may lead to inaccurate budgeting, delayed planning, and continued uncertainty around facility condition, operational viability, and long-term service continuity.

ATTACHMENTS:

- Attachment A: RFQ 10906-26
- Attachment B: TCA Statement of Qualifications
- Attachment C: Boilerplate Consultant Agreement
- Attachment D: Exhibit A - Scope of Work
- Attachment E: Exhibit B - Fee Proposal
- Attachment F: Exhibit C - Project Schedule