

MINUTES OF WORKSHOP MEETING

EMERGENCY SERVICES DISTRICT NO. 2

WORKSHOP MINUTES DECEMBER 19, 2019

1. Call to Order and establish quorum

- Called to order at 5:00pm
- Quorum established; all commissioners present

2. Discuss proposal from Abney and Foster for construction of helipad at Itasca station

- Proposal for extension of driveway and helipad from Abney and Foster was received.
- We were informed by Larry Thornton, Brazos Environmental of an issue that surfaced when he was doing the site plan for the location. Based on the architects drawings, if the current driveway is extended, there will be 3' between the edge of the concrete and where the building was set to be placed. The placement is too close. Also, the fire code calls for a driveway of 24 feet for the fire truck. They also feel there might be issues when the existing concrete work is tied in with the new.
- Larry has been in contact with John Beverly, who said will adjust the drawing to move the building over; allowing adequate room between the concrete driveway and building.
- Larry Thornton indicated that he will be able to tie the new concrete in with the existing. He will reinforce the new concrete, but there aren't many options with the existing. There could still be potential problems in the future, but removing the existing concrete and starting from scratch could be expensive.
- It was decided that there would not be any other work done until actual site plan w/specs for concrete work are received from Brazos Environmental.
- Because the concrete work for the driveway and helipad will exceed \$50,000, a competitive bid process is required. Board discussed if we wanted to have the bid process included with the RFP or make it a separate process. The commissioners preferred including it with the RFP.
- No Action Taken

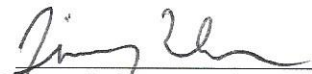
3. Discuss and finalize RFP for Itasca Station

- The dates to open and close the RFP will be adjusted based on receipt of all plans and specifications.
- It was suggested that the Accessibility Standard Report be added to the RFP; this contains recommendations, verifications and absolutes
- Once completed, Judge Lewis suggested contractors use his office as the drop off location
- Since we also need a place for potential bidders to pick up the bid packet, Jimmy suggested they could pick the packets up at his office, which has someone there during business hours.
- No action Taken

4. Adjourn

- 5:31pm

Dated this the 19th day of December, 2019.


Jimmy Lehmann, Vice President
Emergency Services District No. 2
Hill County, Texas