



FOREST LAKES FIRE DISTRICT BUILDING COMMITTEE MEETING MINUTES MARCH 7, 2017



1. The meeting was called to order by Building Committee Chairman John Hennessey at the offices of HDA-Architects, LLC, 459 N. Gilbert Rd., Suite C-200, Gilbert, AZ 85234 at 10:02 am. Chief Rodriquez initiated the dial-in conference for those wishing to attend remotely. Note: the dial-in was terminated after about 10 minutes of non-participation.
2. In addition to Committee Chairman Hennessey, the following were in attendance: FLFD Building Committee Members Chief Rodriquez, Quentin Tolby and Tom Cummiskey; FLFB Board Chairman John Nelson; Bruce Scott, HD-Architects; Phillip Johns, HD-Architects; Jeff Schaffer, Caliente Construction; and Dean Read, Caliente Construction. There were no members of the public in attendance. There was a quorum of the board.
3. There was discussion regarding the issues raised at the last meeting: shed roof design, drainage/winter time access for snow removal equipment and use of lot 299 for water detention ponds. It was confirmed that the shed roof design is acceptable. It was determined that we need a 20-foot clear space around the building to provide free and easy access for the front loader and other equipment for snow removal and winter time operational efficiency. Pinch points were identified as the NW corner of the building, the SE corner of the building and the SW corner of the building. The SE and SW corner issues are driven by the location of the detention ponds. These could be alleviated by repositioning the ponds on lot 298 or by relocating the detention pond area(s) to lot 299. At this time, we discussed the results of a meeting held last week with Chief Rodriquez, John Nelson and Stephen Irwin, Civil Engineer, under contract to HDA to support the building effort. In that meeting, the subject of lot 299 as a detention pond candidate was discussed as well as the option of requesting a variance from the county to eliminate the need for the water detention requirement. If the detention requirement is waived, there could be an issue with the drainage culvert along Merzville and its capability of handling the water flow. There would also be a positive cost impact if detention ponds are not needed. Stephen would need to make this assessment and secure agreement from the county. If the requirement is not waived, we still have the possibility of using detention ponds on either lots 298 (current plan) or 299. John Hennessey stated for the record that keeping lot 299 unencumbered is strictly a fiduciary issue. It was noted that if we allow lot 299 to be used we could move the entire building to the south. This would address some snow removal concerns (NW corner pinch point), better match the natural water flow plus reduce some of the cut and fill for the current placement (moving south would put us in a less sloping ground condition.) Stephen took an action item to pursue a variance with the county re: waiving water detention requirements. Bruce took an action item to communicate to Stephen that we would like an answer in time for the next meeting. Bruce cautioned this might be ambitious since we cannot control the county's response time. John Hennessey took an action to hold an FLFD internal meeting to address the above concerns as well as overall project guidance, timely and effective decision making process, project schedule and cost risk, impact on HDA and Caliente, ... A final recommendation will be made at the next meeting. In summary, options at this point, in order of decreasing preference: a) no detention pond; b) detention pond on lot 299; and c) revise current plan to improve operational efficiency for winter time conditions.
4. Contract Status Updates
 - a) AZ Wastewater Design/Construction. Bruce reported that he had sent a consultant's agreement to Dan Smith. This is required prior to contract award.
 - b) Update from HD-Architects. There were no updates to report.



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- c) Update from Caliente. Jeff will have the pre-construction contract ready by the end of the week. It will be in the amount of \$3,250. John Nelson stated there is an agenda item for the March 18th board meeting to approve the contract.
 - d) FLFD Financial Update. We need to decide on how to structure the terms and conditions for the Lease Purchase Agreement (LPA) with Zion Bank.
5. New Business
- a) Jeff reported that there was new information consider as to whether or not we continue forward with the pre-engineered metal building (PEMB) design. He had been in contact with Glenn Hottman of G&G Masonry to get an estimate for the cost of masonry wainscoting for a PEMB to address the snow loading issues raised at the previous meetings. At that point, G&G Masonry (Glenn is a Forest Lakes resident) offered to provide almost all the materials to construct a masonry building. Jeff generated costs for both masonry construction and a PEMB. The cost picture was much more favorable for the masonry design (with the significant donation by G&G Masonry included.) The masonry is also preferred from a schedule risk perspective as well as the overall durability versus a metal structure. Some additional details were shared. G&G will use masonry from their inventory. The masonry will be split face block, but may not match, thereby necessitating a paint covering. Paint will be tinted to match the CUP application. The foundation will need to be strengthened to handle the additional load. We will need roof trusses. Jeff priced in a standing seam metal roof (Cadillac option.) We will consider two roof options as cost reductions: a) an asphalt roof and b) a conventional metal roof (with exposed fasteners.) An asphalt roof has the additional benefit of minimizing the snow removal concerns. The snow simply remains if the roof until it melts. It was pointed out that a truss roof construction also mitigates concerns about the roof overhangs and snow accumulating against the building walls. The masonry walls and truss roof approach will simplify hanging the bay doors, air scrubbers, adding roof overhangs above the man doors, ... The committee agreed unanimously that we will proceed with a masonry building. Chief Rodriquez took an action to confirm with Lee Davis that this change will not affect our Lease Purchase Agreement.
 - b) Jeff presented cost estimates for both the masonry and steel building variants. Both are over budget at this point (masonry at \$993K and steel at \$1040K, versus a target bogey of \$800K.) This is roughly a \$200K problem. Both included the assumption that the admin wing would be shelled in only. Based on discussion, it was confirmed that the admin space would be unfinished, uninhabited, locked and not used. This will allow further cost reductions when Jeff revises the cost estimate. It was brought up that if the admin wing is not going to be inhabited perhaps we could eliminate its associated parking area. Cost reductions will be pursued for an asphalt roof and a conventional metal roof. Jeff stated even with additional subcontractor contributions, he would expect the estimate to come down somewhat, but not by a full \$200K. Tom stated that if we could get another \$50K out of the estimate he felt we could use FLFD reserve funds to cover the balance. That would put the hard costs at \$950K and soft costs at \$150K. Obviously, we would prefer lower numbers. Jeff took an action to provide updates to the cost analysis at the next meeting. It was brought up that we also have the option of eliminating the admin wing altogether. This is not the preferred approach at this time. Quentin stated he would prefer to build the admin wing. Once people see progress there will be more opportunities to pursue community-based donations.



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- c) The pre-construction contract will be the basic building block for all contract issues. We will issue addendums to address the masonry shell as well as several others as the plan develops. This will allow G&G Masonry to plan their efforts up-front.
 - d) Jeff reviewed the Master Schedule. It was based on the PEMB approach, and will need to be modified for the masonry approach. Critical path elements were identified and are tied to the building permit process. For the schedule presented, earthwork would begin in July, with the building dried-in by 11/3/17. Bruce pointed out that we need to include the septic design work milestones, since the building permit process depends on the septic design being complete and that the county issue an approval to construct. John Hennessey took an action to set up a conference call with Dan Smith and Phillip Johns to coordinate the schedule inputs. Current completion date is estimated at January 10, 2018. It was agreed we would continue on the current path with a masonry building.
 - e) There are no unusual expenditures anticipated.
6. Action Item Review
- a) John Hennessey to convene FLFD meeting re: Lot 299
 - b) Jeff Schaffer to issue draft pre-construction contract
 - c) Jeff Schaffer to develop revised cost estimates
 - d) Jeff Schaffer to develop revised schedule
 - e) John Hennessey/Phillip Johns to resolve AZ Wastewater contract issues
7. The next meeting will be scheduled for Wednesday March 22nd at 10:00 am. Note: future meetings will be on Wednesdays.
8. There no members of the public in attendance.
9. The meeting was adjourned at 11:39 am.