



BUILDING COMMITTEE MEETING MINUTES OF JUNE 2, 2017



1. The meeting was called to order in the main equipment bay of the fire station at 10:05 am by Building Committee Chairman John Hennessey.
2. In addition to Chairman Hennessey, also in attendance were Building Committee members Chief Rodriguez, Tom Cumiskey and Quentin Tolby; Bruce Scott and Phillip Johns, HDA-Architects; and Jeff Schaffer and Dean Read, Caliente Construction. For the record, Bruce, Phillip and Dean attended telephonically. There were no members of the public in attendance.
3. Old Business. Note: Action item status updates from the 05/19/17 meeting were included in each agenda item as appropriate.
 - a) Update: Grading and Drainage Permit, Including Waiver Request of Surface Water Detention Requirement. Chief reported the waiver was approved. There were some minor corrections to be made to the request.
 - b) Update: Revenue and Construction Cost Estimate
 - a. Revenue. There is no change to the revenue picture.
 - b. Hard Costs. Work continues to finalize all the hard cost elements.
 - c. Soft Costs. The updated soft cost spreadsheet was reviewed by John Hennessey (see



20170602 SOFT COST
ESTIMATE.xlsx

attached.)

Comments were as follows:

- i. Item 1A reduced by \$5,000. There is further work required by Chief on this subject.
 - ii. Line 81, no item number, additional costs incurred by SWI for building shift, \$6,150.
 - iii. Item 3F, reflects additional administrative costs incurred by HDA for Line 81, \$615.
 - iv. Item 15, reduced by \$1,000 to account for internal harvesting cap cover fill dirt for the septic system leach field
 - v. Item 44, addition of escrow fees, \$3,308.
 - vi. Item 42, will be treated as contingency, \$18,200 (Chief has an alternative approach for this item.)
 - vii. Item 4, cost will offset by existing credits with Smart Systems.
- c) Update on the Design Package. Phillip conducted a page by page review of the design package. There were numerous comments, and participants made notes as appropriate. Note: the files will be available electronically on the fire department server—they are too large to include here. Included was the Project Manual, which was not reviewed at the meeting. Note: there are portions of the Project Manual that are unreadable. Phillip took an action to make an update available. The detailed comments are not included here, but overall comments follow:
 - a. Phillip reviewed the requirements for on-line submittal of the building permit application.



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(See attachment.)

- i. Chief Rodriguez has prepared the necessary document to satisfy item 2.
 - ii. Items 6 and 7 will be deferred submittals. These will be handled by Caliente.
- b. Phillip had completed an application by hand with Chief as Owner. This will be used to guide the on-line submittal.
 - c. Some items will be deferred submittals. They will not affect the overall process.



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- d. A lightning protection package is being prepared separately. This will take about 2 weeks.
 - e. Three junction boxes will be added in the bay space for ceiling fans (if needed.)
 - f. We will include a Building Dedication Plaque
 - g. There was some discussion re: the sand/oil separator and its need to have a vault and haul maintenance philosophy. We will rely on county reviewer's official comments re: the sand/oil separator, and the perceived need to have it be separate from the septic system.
 - h. Water delivery lines for the bay space wall hydrant will be 1 ½ inch.
 - i. Phillip will proceed with the on-line application for the design package plans as they currently exist
- d) Update: AZ Wastewater Design Alternative Wastewater System Permit Application. Application has been submitted. No further update at this time. Overall review cycle takes about 3 to 4 weeks, and we are about halfway through the cycle.
- e) Update: Consolidated Review Package Including Pre-Construction Contract, Grading and Drainage and Masonry GMPs; Rewrite of Section 11.2; FLFD Results of Legal Review. Jeff provided hard copies of the review package for Chief, Tom and John H. to review, with the understanding for section 14.12 that "services" includes materials. Chief, Tom and John H. took an action to review the package and recommend board approval on the 17th if appropriate. Note: the files will be available electronically on the fire department server—they are too large to include here.)
- f) Update: Master Schedule. There were no changes. "Ground Breaking" will be July 8th. Septic system construction can proceed as planned (target completion is July 3rd.)
4. Unusual Billings for Next Review Period. These were addressed as part of the soft cost action item 3.b.c.
5. Review New Action Items.
1. Jeff
 - Get the bid packages out for the trusses and sprinkler system
 - Prepare the GMP for the grading and drainage package, GD01
 - Continue to work the hard cost estimate
 - Distribute large document packages via DropBox
 2. Phillip
 - Update the civil drawings
 - Update the sheet index
 - Submit on-line building permit application (target date is Monday June 5th.)
 - Update and refine the front-end documents.
 3. Chief
 - Review FFE for crew quarters with Phillip
 - Contact John Walstrom re: possible assistance with procurement of 254 feet of 4-inch sewer pipe for the connection from the old station septic system to the new system
 - Contact the State Fire Marshall re: the fire protection system for the new station
 - Continue to refine the crew quarters FFE soft cost estimate.
 - Coordinate data infrastructure needs with Smart Systems. Are we going to go wireless? If not, where do we need conduits?
 4. Chief, Tom and John H.



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- Review ConsensusDocs 500 consolidated package
5. John H.
 - Send an e-Mail to Bruce documenting the agreement to accept the additional charges for grading and drainage incurred by SWI and HDA as a result of the building shift.
 6. All
 - Brainstorm ideas for the “Ground Breaking” ceremony scheduled for Saturday July 8th in preparation for the next committee meeting.
 - Caliente will provide a tent
 - Refreshments?
 - Pictures (Jan Cummiskey)
 6. Next Meeting. The next building committee meeting was set for Friday June 16th at 10:00 am.
 7. Call to the Public. There were no members of the public in attendance.
 8. There being no further business before the committee, the meeting was adjourned at 11:39 am.