



BUILDING COMMITTEE MEETING MINUTES OF JUNE 16, 2017



1. The meeting was called to order in the main equipment bay of the fire station at 10:07 am by Building Committee Chairman John Hennessey.
2. In addition to Chairman Hennessey, also in attendance were Building Committee members Chief Rodriquez, Tom Cummiskey 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 from the 06/02/17 meeting will be included in each agenda item as appropriate.
 - a) Update: Grading and Drainage Permit, Including Waiver Request of Surface Water Detention Requirement. It was confirmed the waiver has been granted. Permit issuance is temporarily on hold pending resolution of one item related to the water capacity of the southernmost Merzville culvert. Chief and Phillip will work with our civil engineer to resolve with the county.
 - b) Site Prep. Site prep is underway. The pine trees which would have impeded construction or have impinged on the building footprint have been removed. Next up is the removal of the white garage and slab. Chief Rodriquez has made arrangements for its demolition and removal.
 - c) Update: Revenue and Construction Cost Estimate
 - a. Revenue. Tom reported there was no update on the revenue side. Response to the recent Legacy fund request is encouraging. Donations will be solicited from the Auxiliary, specifically for FFE for the crew quarters.
 - b. Hard Costs. Jeff reported that the entire building is now out for bids, including the truss system and sprinkler system. He provided a detailed status update of GMP #1, as of 06/16/17 for Division 1 (partial) and Division 2 cost elements. Note: the electronic file will be available to all on June 19th. In response to a question from Tom, Jeff stated the costs for GMP #1 are at or below our previous overall projected costs. Hard cost total is \$923K, which includes \$4,500 contingency. It was noted this does not include roughly \$25K for encasing the drainage culverts in concrete, a potential requirement which is being negotiated with the county. There is no rip-rap included in the water diversion channels around the station. The low bidder for the actual earthwork came in well below the others (46 bid requests mailed out.) This effort will also include the two driveways. Jeff will be meeting with the contractor following today's meeting. In summary, for GMP #1:
 - i. Total cost is \$112,408
 - ii. General conditions are estimated for a 6-week duration at \$26,586
 - iii. Site work is estimated at \$70,908
 - iv. Insurance and bonds at \$1,706
 - v. Overhead and profit at \$5,952
 - vi. Taxes at \$7,256
 - vii. Contingency at \$0
 - viii. Inclusions:
 1. 6 weeks of general conditions for the earthwork scope
 - a. Assumes building permit received within the 6-week period
 2. Construction staking
 3. Site earthwork, over-ex for the pad, pad construction. Spoils to be spread on-site.
 4. Storm water pollution prevention plan implemented.



BUILDING COMMITTEE MEETING MINUTES OF JUNE 16, 2017



ix. Exclusions:

1. Drainage scope (will be part of GMP #2)
2. No demolition.
3. No hard dig, no specialized equipment.
4. No export of soils generated.
5. Permit fees
6. Hazardous materials

c. Soft Costs. Adjustments were made to the soft costs spreadsheet, primarily for item #42, Fuel Storage System (which was clarified to mean diesel fuels, to distinguish it from the propane system.) Chief Rodriguez stated he has an alternative plan, such that this feature will not be needed. Hence, that cost element was zeroed out, making the soft costs total \$162,013. It was agreed the \$18,200 cost previously carried for Item #42 would be book kept as contingency funds. There are additional opportunities to reduce the cost estimate (Item 1A, Crew quarters FFE, and Item 15, Septic system construction.) Total opportunity for Item 15 is estimated to be about a \$750 reduction with the donation of 300 feet of sewer pipe (arranged with the help of John Walstrom.). Total opportunity for cost reduction for 1A is TBD. The updated file is attached.



20170616 SOFT COST
ESTIMATE REV A.xlsx

d. Summary (as of 06/16/17)

i. Hard Costs	\$923K (includes \$4.5K contingency)
ii. Soft Costs	\$162K
iii. Additional Contingency	\$18.2K
iv. Total	\$1,103.2K (versus a target of \$1,050K)

Tom noted, that at this time, as a heads up, the district may have to come up with another \$50K or so to cover the difference of actual versus target cost. But we still want to drive to the \$1,050 number (with contingency included.)

- d) Update on the Design Package, Including Project Manual, Building Permit Application. Phillip noted the entire design package has been completed. It was submitted along with the project manual on Monday to support the building permit application. No further updates are anticipated until the review process is completed and the permit is issued (anticipated mid-August.) The electronic file is too large to include, and can be obtained from the FLFD web site by contacting Roxie. There will be deferred submittals to support the application, including details related to the propane tank installation and the fire sprinkler system. Chief has action items related to both. Phillip also noted we expect to get further guidance related to the sand/oil separator requirements as part of the plan review process.
- e) Update: AZ Wastewater Design Alternative Wastewater System Permit Application. The review by the county has not yet started. We are still in the queue. John Hennessey took an action to get with Dan Smith to explore our options to try to expedite the process.
- f) Update: Consolidated Review Package. Reviews of the final contract review package have been completed by Chief, Tom and John H. (which includes previous comments by our attorney and by



BUILDING COMMITTEE MEETING MINUTES OF JUNE 16, 2017



- Tom). There is an agenda item on tomorrow's board meeting agenda for board approval. Assuming board approval on the 17th, Chief will sign the contract package for FLFD at a meeting planned for Wednesday the 21st.
4. Update: Master Schedule. There was no update to the master schedule.
 5. Unusual Billings for Next Review Period. There are no unusual billings expected for the next review period.
 6. Other.
 1. A meeting will be held on Wednesday June 21st for Chief, Jeff, Bruce and Phillip to review the Division 1600 work package elements. The meeting may also address some elements of the Design Proposal.
 2. The propane system will be provided and installed by Griffin Propane out of Heber-Overgaard. Phillip needs specific information for the design package and permit process, including:
 - ASME or UL code compliance designation for the tank
 - Foot design details
 - Location of the emergency shut-off valve
 - Dealer contact information
 3. Chief will work behind the scenes with the State Fire Marshall's office regarding the approval of the fire sprinkler system design and specifications. This is a deferred submittal, but is needed by mid-July.
 4. It was decided we do not need to include building inspections in the schedule. These will be handled by the project team once construction is underway.
 5. It was suggested we get bids on the Special Structural Inspections that will be required during the building construction phase.
 6. Chief will be in charge of the logistics for the Ground Breaking Ceremony.
 7. Review New Action Items.
 1. Jeff
 - Continue to refine the hard cost estimates
 - Arrange for Blue Stake of site utilities
 - Work the truss bid
 - Work the fire sprinkler bid
 - Collaborate with Phillip and Chief on cost estimates for Division 1600 items
 - Explore options for contractors for special structural inspections/material testing
 - Support Ground Breaking activities
 2. Phillip
 - Collaborate with Jeff and Chief on cost estimates for Division 1600 items
 - Work with team members as needed for front end activities
 - Confirm SSI tasks/requirements as currently laid out by Bixler and Associates
 - Plan to attend the Ground Breaking Ceremony
 3. Chief
 - Collaborate with Phillip and Jeff on cost estimates for Division 1600 items
 - Continue to work the FFE crew quarters cost estimate
 - Lead the overall effort for the Ground Breaking Ceremony, including a list of attendees, agenda



BUILDING COMMITTEE MEETING MINUTES OF JUNE 16, 2017



- Provide needed details for the propane tank procurement and installation to Phillip
 - Coordinate fire sprinkler system design and approval, as needed, with the State Fire Marshall's office
4. John H.
- Work with AZ Wastewater Design to expedite the permit review process
 - Arrange for discussion between Covenant Group (septic system contractor) and Jeff to coordinate activities
 - Continue to work the soft cost estimate
 - Assist Chief with identifying the list of attendees at the Ground Breaking Ceremony
8. Next Meeting. The next meeting was scheduled for Friday June 23rd at 10:00 am the fire station.
9. Call to the Public. There were no members of the public in attendance.
10. Adjourn. The meeting was adjourned at 11:27 am.