



## DRAFT BUILDING COMMITTEE MEETING MINUTES NOV. 9, 2016



1. The meeting was called to order by FLFD Building Committee Chair John Hennessey at 9:01 am at the offices of HD-Architects, LLC, 459 N. Gilbert Rd., Suite C-200, Gilbert, AZ 85234. Also in attendance were Building Committee Members Chief Rodriquez, Quentin Tolby and Tom Cummiskey; Bruce Scott, HD-Architects; and Bob Terry, FCI. There was a quorum of the fire board.
2. Action items from the October 21, 2016 meeting were reviewed.
  - a) Bob Terry presented an updated cost projection (see attachment). Discussion points were as follows:

In the final analysis there will be probably be two GMPs, one for the steel building (long lead item) and one for everything else. Bob investigated steel insulated panels but determined they would be cost prohibitive. The cost as presented does not include a finished interior for the bay space walls and ceilings. The quote from Bunger Steel would be for exposed insulation (white vapor barrier.) There would be a need for panels at the lower portion of the walls to protect the insulation. This is an open action for the Building Committee.

The expansive soil remedy assumes local suppliers for the engineered materials and haul away disposal. The material to be removed from the building site must go 3 feet below the footers, which in turn are 2 feet below grade, for a total of 5 feet. Bruce will be looking at cut and fill options.

The cost estimate for the expansive soil remedy includes the fee for a soils engineer on site for that portion of the effort.

The final elevation of the concrete pad for the bay space/crew quarters/admin wing floor will most likely be determined by the elevation of Merzville Rd. across from the bay space. A gentle slope will be incorporated from Merzville to the entry of the bays. This will determine the cut and fill options.

The Topo suggests we should expect runoff from the county yard and the adjacent private property to the north and west. We will need to incorporate diversion means to protect the On-Site Wastewater subsurface disposal fields at the western end of old Lot 297.

Chief Rodriquez reported the Topo was not affected by undocumented fill.

Chief Rodriquez reported he will be specifying multiple spare conduits to connect the new and old stations. Bruce had no specific date in mind for when this would be needed.

Chief Rodriquez stated the stand-by generator is large enough to power both buildings in their entirety. There is one transfer switch in the old station. He provided the generator specs to Bruce. Chief Rodriquez has an action to determine what switch gear, if any, is needed in the new station.

The location and size of pad for the new storage garage remains an open action for Chief Rodriquez.

We briefly discussed a single roof line as a means of potentially reducing costs. There are some issues with that approach (snow accumulation, overall height of the building based on the current roof pitch, ...

We explored a phased construction approach, CUP implications, ... Based on the updated cost estimate provided by Bob, we still have a cost problem and a phased approach appears to be



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necessary. We talked about building out the entire steel structure and not finishing the interior of the admin wing until sometime in the future. Budgetary ROM cost savings would be \$65K. If we did not build the admin wing at this time it was estimated that would reduce the initial cost by about \$200K. Note: these are not additive—they are either/or. The Building Committee has an action to recommend the go-forward approach so Bruce can provide biddable drawings to our contractor. Once we have a contractor on board and we have biddable drawings we can generate a GMP that help refine our decision on the overall approach to the construction. It was agreed that John Hennessey would contact Coconino County re: the CUP process if we proceed with a phased construction approach.

Chief Rodriguez offered to arrange for a visit to Bunger Steel so we could see first-hand what interior finish treatment options are available. Action item—Chief Rodriguez.

There are some considerations for a phased approach re: the expansive soil remedy and the footers/concrete pad. The engineered fill degrades over time if it is not protected by the concrete pad. It is not good practice to pour a pad and leave it exposed to the elements for a significant length of time. With this in mind, if we decide to not build out the admin wing initially, we would probably not do the engineered fill and concrete pad over that area (roughly 1,000 sq ft). There would be some incremental cost associated with a phased approach over and above what is currently estimated.

The thickness of the driveway apron and the bay area was discussed. It was determined they would be 6 to 8 inches thick, with fiber reinforcement, to handle the heavy vehicle loads.

The roll-up garage doors will be insulated (R-value/thickness/type TBD).

We reviewed the soft cost breakdown (see attachment). There are some open actions to fill in some of the missing data (All).

The infrastructure design for the voice and data cabling and security systems are currently included in the costs of the design and building. There is an action item for Chief Rodriguez to specify the location of conduits and junction boxes. Smart Systems will provide an estimate for all wiring and switchgear needed. (to be coordinated by Chief Rodriguez).

Chief Rodriguez has an action to determine the configuration of the propane system to supply the new station.

We agreed that FLFD would enter into a direct contract with Arizona Wastewater Design for the construction of the new system. Bruce has a design contract with them in the amount of \$2,200.

### 3. Status updates

- a) Contract with HD-Architects. There is an agenda item for the November 12<sup>th</sup> board meeting to amend the contract from \$35,000 to \$42,500. This would imply an overall hard cost of \$850,000, with HD-Architects fee set at 5%. Since the hard cost is a moving target, we need to be cognizant that this number may change.
- b) The pre-construction contract with FCI remains in place.
- c) Schedule. Bruce will be updating the schedule once we complete the RFQ/SOQ process. Contractor selection should occur in early January.

### 4. New Business



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- a) There was a general discussion re: FLFD RFQ/SOQ solicitation. Bruce suggested we could dispense with the mandatory pre-bid conference. John Hennessey has an action to adjust the RFQ/SOQ schedule accordingly. We are prepared to post the RFQ/SOQ in newspapers in Flagstaff, Payson, Show Low and Phoenix, as early as Monday the 14<sup>th</sup>. We will use the file provided by Bruce as an amendment to the RFQ/SOQ.

Once we publish the RFQ/SOQ FLFD will no longer be able to interface with directly with FCI. HD-Architects will act as an intermediary if needed for any pre-construction activities.

- b) There was a general discussion re: a GMP and how that would potentially impact our process for pursuing a lease/purchase agreement for the new station. Our original date for a go-no go decision to pursue external funding was mid-February. We could let that slip a few weeks to March 1<sup>st</sup>. That should be doable if we have a contractor selected in early January. As an alternative, Tom will explore the possibility of having a line of credit extended for a given amount (say \$600K) so we can proceed without being tied to a firm GMP.
5. The meeting was adjourned at 10:45 am.

### Attachments



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