



**NOTICE OF A BUILDING COMMITTEE MEETING OF THE
FOREST LAKES FIRE DISTRICT
DEC. 6, 2016 W/ POSSIBLE QUORUM**



Pursuant to A.R.S. § 38-431.02, notice is hereby given that a Building Committee meeting for the Forest Lakes Fire District will be held at the offices of HD-Architects, LLC, 459 N. Gilbert Rd., Suite C-200, Gilbert, AZ 85234 from 2:00pm to 3:30 pm on Tuesday December 6, 2016. At this time there may be a possible quorum of the FLFD board. Committee members or other participants may attend by telephonic conference. The following topics and any variables thereto, will be subject to committee consideration and discussion.

Agenda

1. Call to Order
2. Roll Call of Attendees: FLFD Building Committee Members Chief Rodriquez, Quentin Tolby, Tom Cummiskey, John Walstrom, and John Hennessey; and Bruce Scott, HD-Architects.
3. Review action items from November 9, 2016 meeting
 - a) Discussion with Coconino County, implications of a phased construction approach: CUP/PPP, schedule, permitting, cost. (All)
 - b) HD-Architects design contract with AZ Wastewater Design, estimated construction costs, schedule (Bruce Scott)
 - c) Hard/soft cost breakdown (John Hennessey/All)
 - a) FF&E Crew Quarters, Admin Wing (Chief Rodriquez)
 - b) Voice and data cabling (Chief Rodriquez)
 - c) Building permits, site plan review, plan check, utilities, ... (Bruce Scott/All)
 - d) Utility hookups, Propane Tank—Lease versus buy (Chief Rodriquez/Tom Cummiskey)
4. Status updates
 - a) Contract—HD-Architects (Billing from project inception as percentage of total contract and by phase, planned expenditures for the next review period)
 - a. Basic Services (\$42,500; board approved November 12, 2016)
 - b. Additional Services (\$20,300; board approved May 21, 2016)
 - c. AZ Wastewater Design (\$2,200; board approved October 15, 2016)
 - d. HD-Architects G&A Fee for AZ Wastewater Design (\$220; prior approval)
 - b) Schedule (Bruce Scott)
 - c) Invoicing/Contract Management Process (All)
 - d) RFQ/SOQ Process (John Hennessey/All)
5. New Business
 - a) CMAR selection and notification
 - b) CMAR contract negotiations
 - c) GMP
 - a. When available
 - b. How many increments
 - d) Value Engineering process
 - e) Decision date for building construction approach
 - f) Funding/draws—timing, financing decision date
6. Key Milestones
 - a) CMAR selection
 - b) GMP
 - c) Go-no go decision date for loan application
 - d) Septic system—Approval to Construct
 - e) Building Permit Application
 - f) Groundbreaking/Site prep/Slab/Expansive soil remedy
 - g) Steel building delivery and assembly
 - h) Lockable shell
 - i) Septic System approved for use
 - j) Certificate of Occupancy
7. Review Action Items
8. Call to the Public
9. Adjourn