

CAPITAL PROJECTS ADVISORY COMMITTEE

Minutes of the April 24, 1997 Meeting

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A regular meeting of the Capital Projects Advisory Committee was held on Thursday, April 24, 1997 in the Community Center Sierra Room, 851 East William St., Carson City, NV at 5:30 p.m.

PRESENT: Chairperson Gary Sheerin
Vice Chairperson Jenny Lopiccolo
Richard Baker
Kevin Honkump
Ed Moran
Craig Mullet
Ron Swirczek

STAFF: Walter Sullivan, Community Development Director
Jay Aldean, Public Works Director
Barney Dehl, Undersheriff
Jerry Mather, Chief Deputy Sheriff
Dwight Dimit, Sheriff's Lieutenant
Paul Lipparelli, Chief Deputy District Attorney
Kathi Lear, Community Development Office Manager
Laura Beckerdite, Admin. Asst., Public Works
Fran Smith, Recording Secretary
(CPAC 4/24/97 1-0000.5)

NOTE - Unless otherwise indicated each item was introduced by Chairperson Sheerin. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. CALL TO ORDER - Chairperson Sheerin called the meeting to order at 5:40 p.m. A roll call was taken and a quorum was present although Member Lopiccolo had not yet arrived. (Arrived at 6:03 p.m.)

C-4 DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON DETOXIFICATION CENTER BUILDING EXPANSION AND OTHER MATTERS RELATED THERETO - (1-0009.5) Tim Hogan, Director of the Detox Center - Chairperson Sheerin said there were a number of neighborhood residents questioning the size of the facility. Mr. Hogan said they are ready to re-open the facility. He noted because of the demand for their utilization to be at 100 percent they had evaluated the program to better serve the Sheriff and the community had decided to request an amended use permit for 14 beds rather than the previous 8 beds. He noted they had discovered they did not have enough funding with the \$75,000 previously allocated and had written a Community Development Block Grant request which had been approved by the Board of Supervisors. He noted that the Planning Commission had also approved the expansion to 14 beds. He said one of the difficulties in expanding the facility is the problem of a prevailing wage which he noted would have to be handled within the state law thereby increasing the cost. He provided details on those things which had to be re-done such as deteriorated siding, a new roof, etc.

(1-0143.5) He then commented on Phase II of the project which was the expansion to a 14 bed facility. This would require more than the remaining balance from the \$75,000 and said they were looking at a \$168,000 total figure to complete the expansion. He added this would mean an additional 1,000 square feet for a partial second story which would include office and storage space. Chairperson Sheerin asked about a height limit for that extra area and Mr. Sullivan said it would require a special use permit and the height requirements would be determined at the time the special use permit was issued. He added that Detox would be on the agenda for the Planning Commission meeting of April 30 to discuss the special use permit. At this point Mr. Hogan advised that the addition would not be used for the additional beds. More discussion ensued on the funding that came to \$288,000 and would include grants.

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(1-0225.5) Mr. Hogan then talked about the refurbishing of the building which needed to be done. This included re-insulation, windows that were up to the energy code, repair of the damage to the floor that happened during the moving of the building, and the removal of a door in the staff office which resulted in more working area. Chairperson Sheerin said a concern the Committee had was that the outside of the building be finished in such a way that it would be appropriate to the new safety complex. Mr. Hogan felt it would be and said it would be stucco with a composition shingled roof and there will be indirect lighting on three sides of the building. Member Honkump asked if the footprint would be the same. Mr. Hogan said it was and the only thing they were asking was to configure the second story for the office and storage space if they get the funding.

(1-0271.5) Frank Page, a neighborhood resident, said the neighbors had a concern about the enlarging of the facility because they had not heard about that until they read about it in the newspaper. He said they were strongly opposed to the possibility of halfway houses in the neighborhood. He then asked if it would be possible to have one of the neighbors sit on the Detox Board and suggested resident John Footy. Mr. Hogan said their Board had discussed expanding it and said they would be happy to open up the Board to a resident. Chairperson Sheerin felt that was a good idea.

Member Lopiccolo arrived at 6:03 p.m.

(1-0381.5) Gloria Dyla agreed with Mr. Page's statement that the neighbors were opposed to the idea of halfway houses. She explained that there are houses where there are absentee landlords and it was feared they could rent them and that they could possibly become halfway houses. (1-0413.5) Mr. Footy echoed the sentiments of Mr. Page and Ms. Dyla and said he would communicate with the neighborhood on the project. (1-0435.5) Fred Steinle agreed with the statements of the others. He said he lives there and will soon have a small child and did not like the idea of a toddler being near a halfway house. (1-0451.5) Doreen Mack asked if there is a designated route for people to use when they leave the area after they are released from Detox or the jail because she has seen people in the area that look as though they came from such facilities. Mr. Dehl said he did not know if the Sheriff could legally restrict their travel once they leave.

(1-0473.5) Chairperson Sheerin said the Committee had not supported the idea of halfway houses. However, if someone were to set up a halfway house in the Committee would have no jurisdiction and that would be an issue for Planning. At this point Mr. Page suggested that the outside maintenance for both the Safety Complex and Detox could be done by staff and blended together. He asked if that has been decided yet and was told it would be the purvue of the Parks Department and Building Superintendent Larry Nair.

(1-0531.5) Mr. Sullivan referred to the Planning Commission meeting mentioned earlier and said the Detox item would be during the afternoon. He then thanked Mr. Hogan and the neighborhood people who had come to this meeting and said he appreciated their input.

(1-0545.5) Member Mullet expressed a concern that the Committee had recommended to the Board of Supervisors to grant Detox the \$76,000 for moving the existing facility. He added it was with the understanding that it would be a temporary location because there was a future plan for a second pod that would go out in that direction. He felt if the extra pod is ever needed it would be that much more building to buy back or to relocate later. He added that as a city they keep looking at things in a too short sighted way. He provided details on what he had found when he first looked at the neighborhood for possible purchases and said there were sites that could have been utilized for Detox. He reiterated his feeling about the possibility of having to buy back a part of it. He then stated he did not know if he could personally support continuing to put money into Detox. Chairperson Sheerin asked if any consideration had been given to other buildings in the area. Mr. Hogan said he had not but when he began with Detox the building was to be in front of G Block but the Sheriff needed it. He added that was when they came up with the alternative of where it is now. He said the building cannot expand any more than what is planned now. He added that is because of parking and ADA requirements. (1-0635.5) Mary Ellen Walts, one of the co-founders of Detox and a member of their Board, said they had seriously looked at sites throughout the county and one they liked was next door to the Juvenile Center. However, it had been cost prohibitive and that

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was when they started working with the Committee. Mr. Sullivan said if a second pod is added to the jail it would go to the east and would not affect the Detox building but would affect the Sheriff's reserved parking. No formal action was taken.

C-1 DISCUSSION AND POSSIBLE ACTION REGARDING THE BID DOCUMENTS PHASE OF THE PUBLIC SAFETY/COURTHOUSE COMPLEX, BUDGET RELATED MATTERS AND OTHER MATTERS RELATED THERETO - (1-0671.5) Simon Park, representing DMJM - Chairperson Sheerin asked if there were any issues on this item at this meeting. Mr. Sullivan said the original deadline of bid opening was the middle of April but he, Mr. Aldean, and Mr. Park had decided to extend it to May 1. He explained that a 107 page addendum had come out and they felt that the contractors would take the extra two weeks to provide a better bid. Chairperson Sheerin asked if DMJM was on hold pending the bid opening. Mr. Park said they were and that they were anticipating good bids would come in. Chairperson Sheerin mentioned the window of opportunity and felt it had passed by a little bit because there are several big jobs people are bidding on now. No formal action was taken.

C-2 DISCUSSION AND POSSIBLE ACTION REGARDING THE ROLE OF A PROJECT MANAGER FOR THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT - (1-0711.5) Chairperson Sheerin said there was an architect, Member Baker, and a construction manager, Vanir, on the project. He felt that something missing, and very important, is a project manager that speaks in terms of not only getting the building built but coordinating the other segments such as utilities, etc. He noted he had discussed this with Member Baker to see if he was interested. He asked for Member Baker's thoughts about a project manager. Member Baker said he would not be adverse to acting as a project manager but felt Mr. Aldean is the project manager now and that he would not mind deferring to Mr. Aldean. Chairperson Sheerin asked Mr. Aldean if he saw his role as being project manager. Mr. Aldean said in essence yes because with his re-assignment to Drainage Utility he would now have more time. He said it was his intent to work closely with Vanir. He felt he and Member Baker would now be able to look at things and also having one-on-one meetings. Chairperson Sheerin said he was pleased that Mr. Aldean would take on that role. No formal action was taken.

C-3 DISCUSSION AND POSSIBLE ACTION REGARDING BUDGET FUNDS FOR ARCHITECTURAL SERVICES AND BID DOCUMENT AND OTHER MATTERS RELATED THERETO - (1-0775.5) Mr. Sullivan noted he had provided the Committee with updated projected billing costs from DMJM through November 1998. He explained that these projections show it to be over by \$56,854. He said Ms. Lear had brought this to his attention when billing approached the \$74,000 figure. Mr. Park said at this point he did not have facts relating to the overrun on what has been billed to date. He felt the project needs to be run smartly and sensibly without redundancy, and needs good communication between architect Dan Carne who will be acting as their local representative to the Committee and that the Committee should perceive him as DMJM. He said they could probably cut into the overage by reducing travel expenses. He said his feeling that a lot of the problem can be attributed to lack of anticipation on the amount of travel that has taken place, and the amount of printing that was required. Chairperson Sheerin felt that what the Committee would be looking for would be an eventual summary of expenses from DMJM and how it fits into the overall contract. Mr. Sullivan said they had been getting that but it has been lagging in some months. He felt perhaps Mr. Park could go back and review this with Mr. Carne and come back to the Committee with some revisions. At this point he asked the Committee to direct Mr. Park and Mr. Carne to get together with staff and then come back to the Committee. Mr. Park then proposed to establish a number of trips that DMJM would make and also establish a per trip cost. He also proposed to go back and look at the figures again and itemize the projections per month and can then be submitted to the Committee and the City so that they will know what is available in the budget. Chairperson Sheerin then read a section of the contract which talks to reimbursable expenses when they are approved by the City. He asked Mr. Sullivan if he had been involved in these approvals. Mr. Sullivan said yes and that they are run past Member Baker and explained the process. Mr. Park said the language of contract, as far as approval of reimbursable expenses are concerned, really refers to the models and renderings, particularly in connection with travel. He added that most of the travel they have been doing has been on an on call basis from the City. He said an issue he felt is important to recognize is that all the items that have been billed are documented and all the receipts have

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been submitted to the City. He then stated perhaps the expenses should have been monitored more closely and that there are 18 months during which they can work with the City to minimize expenses. Chairperson Sheerin said he would schedule this for discussion at the next meeting and asked Mr. Sullivan to get a list of all the expenses to get a handle on whether the Committee had been involved in approval. Member Honkump said he was disappointed that staff had to catch the mistake. He felt that DMJM should have come to the Committee with an estimate of these expenses. Mr. Sullivan said he would work with Mr. Park, Mr. Carne, Jay Aldean, and Ms. Beckerdite to resolve the problem. Mr. Park said he would go back and see if they can summarize expenses in categories and make comments as to why they were necessary and that it should help the Committee to understand what they were for.

(1-1145.5) Chairperson Sheerin said one of the things the Committee was going to talk about at this meeting were the procedures in dealing with the construction manager, the architect, and the contractor. He felt if small projects get over a certain amount perhaps they should be brought to the Committee. He then asked for an update on the attempt to have some kind of concept to take to the Board of Supervisors after the bid opening. Mr. Sullivan said the major concern of the Committee had been what role they would take once construction started. He commented if the bids come in and are high then there would be a period of re-drafting and re-designing. However, he said if they came in satisfactorily he would then schedule this for the May 15 Board meeting. No formal action was taken.

D. COMMITTEE MEMBER REPORTS - None.

E. REPORT FROM PROJECT ARCHITECT - Mr. Carne asked for the record if there are any dates he should be aware of in May after the May 1 bid opening. Mr. Sullivan said May 5 is a Board meeting day and then on May 15 would be the next Board meeting. He felt that would possibly be the date that this Committee's role during construction would go before the Board for discussion and direction. He felt that the construction would initially start seven to ten days after the bid is awarded. He expressed his hope that there would be a Committee meeting on May 6, 7, or 8 at which time it would be known where the bids stand. He added at that time the Committee would be able to determine what course they want to follow.

F. REPORT FROM PROJECT CONSTRUCTION MANAGER (NON-ACTION)- None.

G. REPORT FROM STAFF (NON-ACTION) - (1-1316) Mr. Aldean expressed a concern on the soil remediation for the gas tank removal being done by the Utility Department. He added it is way over the amount of excavation that had been anticipated and the amount of soil that is to be removed and disposed of. He emphasized that the hole is extremely large. He said the City was going to purchase and replace the soil. He also said there would probably have to be some geological engineering done. It was his recommendation to the Committee that the contractor get an addendum or change order from the start that says he will install that material. It would be his responsibility to do it according to a design that has to come from the architects. He said the State has a fuel fund that supposedly would cover up to ninety percent of the cost to replace the soil and could be mitigated by the state although it could take 18 to 24 months to get the reimbursement back from the State. He said he would pursue that issue. He then asked the Committee to give him direction in working with Member Baker. He said they would have a plan for the Committee at the next meeting. Chairperson Sheerin asked if a parking lot or the building will go over the hole. Mr. Aldean said it would be the building. Mr. Carne felt more research is needed to define just where the building will be over the hole. Mr. Park recommended that Mr. Carne do this and bring a soils engineer on board at the same time to try and figure out the best method to fill the hole. He felt the results need to be available as quickly as possible. Mr. Aldean said the soils engineer is Pezonella and that he has been working with them to try and get gradation on the two types of materials being considered for back filling.

(1-1437.5) Mr. Sullivan commented that through the good efforts of District Attorney Waters the issue of the space requirements where he had submitted a variance application resulted in a favorable Notice of Decision by the State Health Department. Mr. Waters had the official filed copy of the variance application and also the official notification and felt that it should be part of the whole project record and presented it to Mr. Sullivan. Chairperson

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Sheerin suggested that this paperwork be included with the Minutes of the meeting so that all recipients would be informed.

B. PUBLIC COMMENT - None.

H. AGENDA ITEMS FOR NEXT REGULAR CAPITAL PROJECTS ADVISORY COMMITTEE MEETING - (1-1485.5) Chairperson Sheerin said there would be a Board of Supervisors meeting May 15 and suggested a Committee meeting before that. It was agreed to schedule a meeting on May 12 at 5:30 p.m.

I. APPROVAL OF MINUTES - Member Lopiccolo moved to approve the Minutes of the February 20, 1997 meeting. Member Baker seconded the motion. Motion carried 7-0.

J. ADJOURNMENT - There being no further business Chairperson Sheerin entertained a motion to adjourn. Member Baker moved to adjourn. Member Lopiccolo seconded the motion. Motion carried 7-0. Chairperson Sheerin adjourned the meeting at 7:10 p.m.

The Minutes of the April 24, 1997 meeting of the Capital Projects Advisory Committee

ARE SO APPROVED__10/14_, 1997

/s/ _____
Gary Sheerin, Chairperson