

CAPITAL PROJECTS ADVISORY COMMITTEE

Minutes of the October 2, 1996 Meeting

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A regular meeting of the Capital Projects Advisory Committee was held on Wednesday, October 2, 1996 in the Administrative Complex Conference Room #59, 2621 Northgate Lane, Carson City, NV at 5:30 p.m.

PRESENT: Chairperson Gary Sheerin
Richard Baker
Kevin Honkump
Craig Mullet

STAFF: Mary Walker, Finance Director
Walter Sullivan, Community Development Director
Jay Aldean, Public Works Director
Barney Dehl, Undersheriff
Fran Smith, Recording Secretary
(CRAC 10/2/96 1-0000.5)

NOTE - Unless otherwise indicated each item was introduced by Chairperson Byrne. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is in 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 5:30 p.m. A roll call was taken and a quorum was present although Members Lopiccolo, Moran and Swirczek were absent.

B. PUBLIC COMMENT - None.

AGENDA ITEMS

C-1 DISCUSSION AND POSSIBLE ACTION REGARDING THE CONSTRUCTION DOCUMENTS PHASE OF THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT AND BUDGET RELATED MATTERS AND C-2 DISCUSSION AND POSSIBLE ACTION REGARDING REVIEW OF CONSTRUCTION MANAGEMENT/CLERK OF THE WORKS SELECTION FOR THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT - (1-0017.5) DMJM representative Dan Carne - Undersheriff Barney Dehl - Ms. Walker had provided a spread sheet depicting the fiscal impact of A.B. 104 for the years 1991-1992 through 2002-2003. She noted that the \$70,000 for the Sheriff's proposed evidence building had been added to the budget for the project making it \$19.8 million. She noted a decrease in sales tax figures had been reported by the State Department of Taxation but said it was off because of a new system of reporting. She added what she looked at was the actual cash which came to the City and that it was really a 1.95 percent increase not a three plus percent decrease. However, she cautioned that is the lowest increase in several years and felt it is something to think about. She also noted that something everyone should be aware of is that the City, Washoe County, the hospital, and State projects are all coming in approximately fifty percent above the estimates of architects and engineers. She explained that is why she felt it is a good idea to wait until February for bonding because there could possibly be a softening of the market.

(1-0179.5) Chairperson Sheerin referred to the \$19.7 million and said that is the total project dollars and that includes the construction manager. He added that the architects and the construction manager seem to be in good cooperation. Mr. Carne said because of the uncertain track record of a lot of projects he felt in addition to their constructability/value engineering one of the best things to have the construction manager do would be to duplicate the cost estimate DMJM is going to do. He added if the figures agree then the Committee could proceed. However, if they don't agree now is the time to find out about it. Member Honkump had a concern that the Committee would be spending soft dollars for estimates that don't mean anything until the bids come in. Ms. Walker felt what the two estimates would help with is the timing and planning because if they had to go for a re-bid there would be a delay of months. Mr. Aldean said an estimator is going to review the estimates and where there are discrepancies they will be resolved.

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(1-0309.5) Chairperson Sheerin said after the sub-committee selected a construction manager he had spoken to Mr. Aldean and Mr. Harms of Vanir. He added he had asked Vanir to go ahead and start doing construction engineering work now because he anticipated the contract will be issued soon. He said he wanted to share that with the Committee because he had done it on his own. He then provided the Committee with copies of a draft staffing plan and fee proposal that Vanir had submitted. He noted that the bottom line on what they want to spend is \$600,000 which is far from the \$150,000 the Committee had set aside for the clerk of the works. He said he did not know whether or not the Committee could continue with Vanir and that is an unknown factor at the present time and will continue to be until the Committee gets to the bottom of the budget. He added what will be done is bifurcate the contract so that the Committee can take the piece of the contract on the value engineering side. He said once that is done the Committee will have a better idea of how much they can afford in the future. He felt whatever is done with Vanir the numbers will have to be compatible with the \$19.7 million. He said there is no way the Committee can take a construction management contract for \$600,000 to the Board of Supervisors for approval at the present time.

(1-0393.5) Chairperson Sheerin then reviewed the proposed rates for several job categories and the hours Vanir estimates they will spend on the project. These were the figures that resulted in the \$600,000 noted earlier. Included in the list of jobs was a secretary and Chairperson Sheerin expressed his belief that the City could probably hire a person for less. He said Mr. Harms will be coming back with the bifurcated contract in its first form and that will be the one the Committee will take to the Board of Supervisors for approval on October 17. Discussion ensued on when the Committee should meet again and Chairperson Sheerin asked what Mr. Fullerton would need for the next meeting. Mr. Sullivan said Mr. Fullerton would be coming in with schedules, etc. and needs to know the timing of the bonding and construction start. He asked Ms. Walker what would be a good date in March to start construction and she said anytime. She also said she will have the bonding February 20 but cautioned against awarding the construction contract until the bonds sell and at the right rate. Mr. Carne said Mr. Fullerton plans to meet with the judges in the next couple of weeks to resolve the issue of colors. He suggested that the Committee not wait a month for their next meeting. Mr. Sullivan said Mr. Fullerton had agreed that whenever the meeting is scheduled he would attend. The Committee discussed this and agreed to meet on October 15.

(1-0593.5) At this point Mr. Sullivan said the ceremonial ground breaking would be December 19 and the Board of Supervisors would also meet that day for approval of the construction documents. He added that would also be the day DMJM would proceed with the bidding phase. He noted that the bid documents could be prepared in December, the bids could be issued on January 7, and the bid period would last until mid February. Mr. Sullivan added that the Committee would then have approximately two weeks to review the bids. It could then go to the Board of Supervisors at their second meeting in March or the first meeting in April when they would award the contract. Mr. Aldean felt that the time for analyzing the bids could possibly be compressed to keep the awarding of the contract in March. Mr. Aldean also suggested doing the demolition of the old building on the site at the same time and said it would not take long. He explained he planned to bid it the end of October, leave it out for a month, and do the work in December to coincide with the ground breaking.

(1-0719.5) Chairperson Sheerin asked for any other suggestions. Mr. Carne felt that a common meeting with the judges could be best so that the color issue could be resolved at one meeting rather than two separate meetings. Member Mullet said choosing colors is not his forte and felt that some of the other Members probably feel the same way. He added that there local people who are talented in that area. Mr. Sullivan suggested contacting someone from the Historic Architecture Review Commission on this because they get involved with exterior materials and colors. Member Honkump suggested inviting the designers to a meeting with the judges for their comments. Mr. Dehl commented that there have been studies that indicate certain colors in the jail reduce aggression. Chairperson Sheerin felt that Mr. Fullerton could bring color schemes before the meeting. Mr. Sullivan said if DMJM is going to bring their design people and if the Committee would give him the names of the people they want to invite he will set up the meeting and this could include the Sheriff's Office. He suggested having a meeting at 1:00 p.m. and one at 3:00 p.m. The participants could make their comments and recommendations and when the Committee meets that night they would have the information.

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(1-0925.5) Mr. Aldean suggested that the Committee look at the possibility of having the construction manager make a presentation on their projected savings. This would not be at the October 16 meeting but the one after that. He noted that the savings could cause the architects to change their figures. Chairperson Sheerin agreed that the value engineering analysis and possible redrawing need to be done as soon as possible.

(1-0979.5) Mr. Sullivan referred to the discussion earlier relating to hiring a secretary and noted Chairperson Sheerin's statement that he would be more in favor of hiring a contract employee through Public Works. He had calculated that with a senior secretary's salary and benefits approximately \$31,000 per year could be saved. Discussion ensued as to whether a full time position would be necessary and when would that job start. Chairperson Sheerin asked Mr. Aldean to provide the full Committee with copies of the entire proposal Vanir had submitted. More discussion ensued on the \$635,000 fee Vanir was proposing and what they indicated they could save. Members agreed the fee was high but Mr. Aldean expressed his concern that without a construction manager the project could have over-runs, contractors not doing things properly and other problems which could cause the project to cost as much as \$21 million. No formal action was taken.

C-3 STATUS REPORT REGARDING CARSON DETOX CENTER AND CONTRACT EXTENSION OF LIEBERT AND ASSOCIATES - None.

B. PUBLIC COMMENT - None.

D. COMMITTEE MEMBER REPORTS (NON-ACTION ITEM) - None.

E. REPORT FROM PROJECT ARCHITECT (NON-ACTION ITEM) - None.

F. REPORT FROM STAFF (NON-ACTION ITEM) - None.

G. AGENDA ITEMS FOR FUTURE CAPITAL PROJECTS ADVISORY COMMITTEE MEETING - To be determined.

H. APPROVAL OF MINUTES - Member Honkump moved to approve the Minutes of the July 3, 1996 joint meeting with the Board of Supervisors. Member Baker seconded the motion. Motion carried 4-0. Member Mullet moved to approve the Minutes of the July 16, 1996 meeting. Member Baker seconded the motion. Motion carried 4-0. Member Baker moved to approve the Minutes of the August 19, 1996 meeting of the sub-committee. Member Mullet seconded the motion. Motion carried 4-0. Member Honkump moved to approve the Minutes of the September 5, 1996 meeting. Member Baker seconded the motion. Motion carried 4-0.

I. ADJOURNMENT - There being no further business Chairperson Sheerin entertained a motion to adjourn. Member Mullet moved to adjourn. Member Baker seconded the motion. Motion carried 4-0. Chairperson Sheerin adjourned the meeting at 6:50 p.m.

The Minutes of the October 2, 1996 meeting of the Capital Projects Advisory Committee

ARE SO APPROVED____10/15____, 1996

/s/_____
Gary Sheerin, Chairperson

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