

## **CAPITAL PROJECTS ADVISORY COMMITTEE**

### **Minutes of the May 30, 1996 Meeting**

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A regular meeting of the Capital Projects Advisory Committee was held on Thursday, May 30, 1996 in the Administrative Complex Conference Room #69, 2621 Northgate Lane, Carson City, NV at 5:30 p.m.

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

**STAFF:** John Berkich, City Manager  
Walter Sullivan, Community Development Director  
Alan Glover, Clerk-Recorder  
Barney Dehl, Undersheriff  
Bill Callahan, Chief Deputy Sheriff  
Dwight Dimit, Sheriff's Lieutenant  
Fran Smith, Recording Secretary

**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. ROLL CALL AND DETERMINATION OF QUORUM** - Chairperson Sheerin called the meeting to order at 5:40 p.m. A roll call was taken and a quorum was present.

**B. APPROVAL OF MINUTES** - None.

#### **AGENDA ITEMS**

##### **D-1 DISCUSSION AND POSSIBLE ACTION REGARDING THE DESIGN DEVELOPMENT PHASE OF THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT AND OTHER RELATED MATTERS**

(1-0015.5) Bruce Fullerton and Dan Allen, DMJM - Dan Carne, DMJM local representative - Judges Michael Fondi and Michael Griffin - Justice of the Peace John Tatro - Noel Waters, District Attorney - Alan Glover, Clerk-Recorder - Mr. Fullerton said they had issued design development drawings and a report to the Committee, staff, and Public Works. He then noted that their cost estimate shows they were over budget. However, they had made a decision to change cost estimators so that they would have someone they were comfortable with in having the cost estimating done and who would have expertise in jail projects. He also said the estimators had assured DMJM that, although it was late and with short notice, they could put together a good cost estimate. He added it was unfortunate the company had over estimated their ability to learn the project quickly and put together a complete and accurate process. Mr. Fullerton reported he had reviewed their work and had found mathematic errors and other incorrect information and at this point he could not present accurate data to the Committee for discussion. He requested that the Committee give him an extra week to resolve the problem and that he would return with a correct cost estimate and with ideas DMJM might have about how to get the project to the point where it needs to be with regard to the budget. He also stated they are not anticipating they will have to postpone or extend their overall period of creating a set of documents.

(1-0087.5) Chairperson Sheerin commented that the project had started by being user driven. He added that that because it is over budget it is the Committee's job to determine where to cut, e.g., the size of the building, going from marble to vinyl tile, etc. He solicited suggestions from the Members as to the direction they might want to give the architects on how to get back to budget. He noted that the project had started at 123,000 square feet but

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has increased to 129,000 which means there are some things which will have to be eliminated.

(1-0161.5) Member Mullet mentioned the number of restrooms and their cost, the time constraints, the construction management proposals, options for alternative kinds of air conditioning, etc. and felt that the Committee had not spent enough time considering some of these things. He noted that the architects had assured the Committee they had done so and had gone with the most cost effective system but the Committee had now been told of the budget problem. He felt the architects needed to go back and redo their figures as fast as they can and send another copy so that the Committee can spend some time looking at it and making some suggestions.

(1-0193.5) Member Moran agreed with Member Mullet and asked where it stands at the present time and what will be cut. He also had a concern with the number of witness stands. The cost of labor was another concern he had along with the types of trees to be used in landscaping. Mr. Allen explained that the trees were are on approved list. Member Moran then expressed his feeling that the Committee should wait until they have the updated figures before they can determine the direction they want to take.

(1-0263.5) Member Swirczek asked if the architects were saying the rate per unit on some of the cost items are not correct or is it the quantities. Mr. Fullerton explained that the rates are generally correct although he wanted to talk to the cost estimator as to why the rates are what they are. He added that sometimes there can be a misunderstanding on the quantity of items. Mr. Fullerton then stated that they have spent more than they allocated for the basic budget plus the contingency. He said they would have liked to be at a point where they had not spent any of that money yet.

(1-0321.5) Member Honkump asked if the architects would bring the Committee a list of options on how they plan to get back on budget. Mr. Fullerton felt they could be ready with the corrected budget within a week and the list. Member Bacigalupi suggested taking more time which would give the Committee a chance to review the new material. Member Honkump suggested having the next meeting on June 10 and the Members agreed.

(1-0387.5) Chairperson Sheerin asked for a comment from Mr. Dehl who said they had looked into the problem but did not see anywhere they can cut. Judge Fondi said he had not seen the plans or the cost estimate but felt what he had previously seen was bare bones. He also commented that some of the items that are ADA driven are expensive. Justice of the Peace Tatro said he had come to ask for more room because of a newly created department for probation. Judge Griffin commented that they will respond to whatever the Committee asks for but not to the point where they cannot function. He mentioned the need to have a hearing impaired accessible system and commented on how expensive it is. Mr. Glover said that until Mr. Fullerton came back with the new figures it was his hope to go in with rooms that are as open and simple as possible. He also commented that his space would probably be driven more by the second and third floors. Mr. Waters said the square feet for his department is close to that allocated in the program and said he would like to wait for suggestions.

(1-635.5) Mr. Fullerton said they have made progress on some phases in the courtroom and Mr. Allen pointed out several changes made to the building itself. Mr. Allen also presented a model of one of the courts. He pointed out the entry and the ADA requirements. Mr. Fullerton also talked about the inmate holding area and where the bailiff will be located. He said the judge's bench has reference materials and shelves behind it and also pointed out the jury exit and the entrance for court personnel. He noted that the witness stand has a lift built into it so that a witness, if handicapped, can be brought to proper level. He added that the lift can also be used to bring child witnesses to a higher level. The judges studied the model, asked questions, and made comments. No formal action was taken.

**D-2 DISCUSSION AND POSSIBLE ACTION REGARDING CONSTRUCTION MANAGEMENT OF THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT** - (1-1045.5) Chairperson Sheerin advised that a construction management company had come to the previous meeting and made a presentation and proposal to have the Committee hire them to be involved in the design and construction phase of the project. He added that if this should happen the architects would get rid of the cost estimating job and expense and reduces the contract

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that way they would be doing potential drawings and coordination which would mean they would ask for a higher fee. He noted that similarly there would be some kind of a fee structure with a construction manager. He commented on the fixed budget and that all of this has to come into the budget whether or not it is spent on a construction manager or building materials, etc. He asked that the Committee and the proposers, Turner and Vanir, keep this in mind. Mr. Carne suggested that the Committee ask both of the proposers for a timetable.

(1-1151.5) Kenneth Harms, Senior Vice President of Vanir Construction Management had charts showing projects his company has been involved in and discussed the company's expertise in detail. He also commented on how much money they have saved municipalities with their work. Chairperson Sheerin asked about their normal method of operation. Mr. Harms said they call it agency construction management. He explained they put the project out to bid to a general contractor. He said they also do trade contract construction management where the project would be broken out into different trade packages and they would be put out to bid and the construction management people would then be managing the trade contractors or sub-contractors on the job site replacing the general contractor. He then visually explained some of the key services by phase. These were time, bid and award, construction, and closeout phases.

(1-1991.5) John Thomas of Turner Construction Management reported they had gotten the drawings from DMJM. He added that they concurred with DMJM on the unit prices but also agreed they are over budget. He said they have not yet had the opportunity to sit with DMJM's people and work with them to see what numbers they can come up with. He noted they had prepared a schedule and had emphasized on not making any extra work for the architects. He also mentioned their preliminary schedule and said he had told Mr. Fullerton they felt they could complete the project in 16 months but were not prepared to make that commitment until they can get sets of drawings complete. At this point he visually explained the slides he had provided. These listed the services they provided.

(1-2129.5) Chairperson Sheerin then read from a document put out by AIA and the contractors association which had been supplied by DMJM. "This document is intended to be used on construction projects where a construction manager, in addition to acting as an advisor to the owner during the design period, assumes financial responsibility for the construction of the project. The construction manager provides the owner with a guaranteed maximum price proposal which the owner may accept or reject or choose to negotiate. Upon the owner's acceptance of the guaranteed maximum price by execution of Amendment No. 1, the construction manager becomes contractually bound to provide the actual labor and materials for the project." He asked Mr. Thomas if that was the proposal Turner would be making at this meeting. Mr. Thomas said if the Committee was looking for them to guarantee the cost at some point they can do that. Andy Brophy of Turner reviewed the process they go through in preparation of bids being submitted. Mr. Thomas then described all the things that happen when the job is done, i.e. the Sheriff's Department has to get their department moved in, furniture, systems must be run to be sure they are operative, a recommendation must be made for final payment, and follow ups on warranties.

(1-2611.5) Member Bacigalupi asked who realizes the savings if the project comes in less than the guaranteed price proposal. Mr. Thomas said in the public sector it all goes back to the owner. Mr. Fullerton asked what happens when it goes over and Mr. Thomas said they would be giving the money to the City. Member Mullet asked what Turner could save over what DMJM can. Mr. Brophy felt that DMJM would focus more on aesthetics, i.e. how the package is put together and presented, and Turner would concentrate on what is actually built. Mr. Thomas commented that they would actually enhance what DMJM would do.

(1-2825.5) At this point Chairperson Sheerin asked if any Member was interested in pursuing construction management. Member Moran said he did not. Member Bacigalupi asked about the legality of hiring a construction manager. Mr. Waters explained it would be competitive bidding or an RFP. He mentioned professional services and said his feeling is that the guaranteed maximum price proposal contemplates more than professional services. He noted several of questions and said he would like to research this. Chairperson Sheerin then suggested that Mr. Waters start by contacting the Contractors Board and come back to the Committee with what he can determine. Member Baker suggested he also contact the Attorney General. No formal action was

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taken.

**D-3 DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF OUTSIDE REVIEW OF THE PUBLIC SAFETY/COURTHOUSE COMPLEX PROJECT HVAC SYSTEMS - (3-3170.5)**  
Chairperson Sheerin continued this to the next meeting.

**D-4 DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST FOR PROPOSALS (RFP) FOR CLERK OF THE WORKS** - Mr. Sullivan provided copies of an example of an RFP for the Members to review and Chairperson Sheerin continued this item.

**E. COMMITTEE MEMBER REPORTS (NON-ACTION)** - None.

**F. REPORTS FROM STAFF** - Mr. Sullivan provided copies of a letter he had received from jail consultant Dennis Liebert. Mr. Liebert was looking to carry on the advisor's work through construction. Chairperson Sheerin said he would put this on the agenda for the next meeting. Mr. Fullerton reported he had been in contact with Mr. Liebert and court consultant Dan Wiley and that they had a concern with having to adjust the project to meet the budget. They suggested that the user groups might like to have both present. Mr. Fullerton said they both have one more trip to the City on their contracts. Chairperson Sheerin felt having them meet with the user groups could be a good way for them to spend that visit.

At this point Mr. Sullivan commented on a suggestion from Public Works Director Jay Aldean that the building be raised six inches. Mr. Sullivan added that doing this could possibly result in some savings. Mr. Fullerton commented that could be between \$10,000 and \$100,000.

Mr. Sullivan also reported that the Planning Commission had approved the special use permits for the project and the Detox center.

**G. AGENDA ITEMS FOR FUTURE CAPITAL PROJECT ADVISORY COMMITTEE MEETING** - Discussed earlier.

**c. PUBLIC COMMENT** - None.

**H. 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 7-0. Chairperson Sheerin adjourned the meeting at 8:35 p.m.

The Minutes of the May 50, 1996 meeting of the Capital Projects Advisory Committee

ARE SO APPROVED \_\_\_\_7/16\_\_\_\_\_, 1996

/s/ \_\_\_\_\_  
Gary Sheerin, Chairperson

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