

CHARTER TOWNSHIP OF MONITOR
SPECIAL TOWNSHIP BOARD WORKSHOP MEETING
APRIL 16, 2020

The Supervisor called the meeting to order at 2:00 p.m.

Members present: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

Members absent: None

Also present: Bill Johnson, & Joel Keister – Serenus Johnson

Jason Goff – WTA

Chief John Kramer & Sergeant BJ Weaver

The purpose of the workshop meeting was to meet with the construction team from Serenus Johnson and WTA architects, to discuss the fire department remodel/expansion project.

B. Johnson, Serenus Johnson, presented the final conceptual design plan dated April 15, 2020, for the renovation/expansion of the fire department.

J. Goff from WTA gave a summary of the architectural narrative of the existing building as well as the proposed renovations to the building and the mechanical, plumbing and electrical systems (pages 4 - 9).

Based on the space needs analysis dated February 4, 2020 (pg. 10), Goff presented the outline specifications for the structure, envelope (exterior), interior, plumbing, heating, ventilation and air conditioning systems, electrical service and lighting. The total square footage for the renovated and expanded fire station is 15,416 sq. ft.

Questions were raised regarding the mezzanine, the possible removal of the 4th bay and the roof slope of the new building additions.

Johnson stated the mezzanine would provide multiple uses for the installation of new heating and air conditioning units and provide storage for township and fire department training files and materials.

As previously stated at the March workshop meeting, Johnson stated it would be more cost effective to have the 4th bay included in the pre-engineered building than to add it at a later date where the west exterior wall would have to be rebuilt to accommodate the additional bay.

Johnson stated the new metal roof would have a 1.5:1 slope and would cover the existing and expanded portions of the fire department.

J. Keister, Serenus Johnson, presented the preliminary construction schedule.

Keister stated the preliminary construction schedule has been set up to begin the final design phase and bid preparation after the bond has been put before the voters at the August 4, 2020 Primary Election. This phase will take approximately 4 months and is estimated to be completed 1/7/2021.

Keister stated the construction schedule has been divided into two phases. In Phase I, the pre-engineered buildings would be built and once completed the fire trucks and personnel would be moved into the new portion then Phase II would commence to renovate the existing portion of

the fire department. Total construction time 298 days, with an estimated 2/23/2022 completion date.

Keister stated that if the fire department could be moved to a temporary location the project could be completed in one phase and would only involve construction during one winter season and would shave off 2 months construction time.

Johnson presented the proposed construction budget based on the completed conceptual design package. The budget includes all construction related components required to deliver the building structures shown in the conceptual design.

These costs include:

Demolition Costs:	\$185,000
Construction & Site Cost:	\$3,955,080
Design Fee (6.25% of Construction & Site Cost):	\$247,192
Management Fee (4.5% of Total Design & Construction Cost):	<u>\$197,428</u>
Total Design/Build Budget:	\$4,584,700

Costs not included in the budget:

Builders Risk Insurance

Asbestos Abatement

Underground Storm Water Retention – May be able to build aboveground retention

Construction Contingency Allowance

Soft Costs: Shelving/Racking
Special Equipment (e.g. mezzanine lift, etc.)
Laundry Equipment
Office Furniture
Utility Usage Fees
Data/IT Systems
AV Systems
Security System

Estimated costs not included in budget - \$100,000

Malkin stated \$135,300 would need to be added to the construction design/build total for the bond council, municipal advisor and issuance costs, bringing the project total to: \$4,720,000.

Kowalski stated it was her understanding that the soft costs would be included in the project. Having gone through home renovations there are always unexpected costs involved, especially given the age of the building. Kowalski suggested increasing the soft cost estimate to \$150,000. Kowalski also suggested the additional \$100,000 to \$150,000 would be minimal over the course of a 20 yr. bond. The township has received notification from the Department of Treasury that given the current situation we are all going through and the government shutdowns, the revenue sharing amounts we based 80% of our 2020 budget on will be reduced. Up until the COVID19 virus, many board members were suggesting supplementing this project from fund balance. Now, we need to realistically expect that the township will need to expect to draw from the fund balance to cover township operating costs.

In regard to completing the project in one phase to reduce completion time, the board also has to realize that this too will involve additional cost to rent a building to house the fire department and rent a mobile unit to house fire department personnel during this time period.

It was the consensus of the board to add \$150,000 to the project to cover the soft costs bringing the total cost to \$4,869,700.

Johnson stated most manufacturing businesses are currently on government shutdown and it is a slow period for mechanical, electrical and plumbing contractors. Johnson suggested the township could make use the time from now to the election on August 4th to authorize Serenus Johnson and WTA to continue into the final design phase. Doing so would decrease the time to put the project out for bid and which in turn would reduce the start of construction delay by 3 – 4 months.

Johnson further stated that if the board should decide to enter into this phase early, the cost would be \$70,000. This cost is included in the project cost and could be recovered through bond issuance if the ballot question is passed by the voters.

Johnson will prepare a proposal for board consideration at the April 27, 2020 meeting.

The meeting adjourned at 3:40 p.m.

Cindy L. Kowalski, Clerk

Ken Malkin, Supervisor