

INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MINUTES OF MEETING
7939 S. Turkey Creek Rd., Morrison, CO 80465 303-697-4413
Special Meeting - July 28, 2016

1. Call to Order:

1A. The ICFPD Board meeting was called to order by Leslie Caimi at 07:00 hours at ICFPD Station 1.

1B. Board Members Present:

Leslie Caimi, President
Karl Firor, Treasurer
Jennifer Volkman, Secretary
Kerry Prielipp, Director

Board Members Absent

Ralph Dreher, Director

2. Guests Present

2a. Guest Report.

3. Station 1 Remodel

Randy Rudloff presented the proposal provided by The Maynard Company. Randy explained the original bid was for \$36k. Randy met with Dave Maynard and added duct work to replace flex duct with hard duct and replace windows in all offices. Randy advised cold air comes into office windows in winter. The new total includes ceiling, storage cabinets, electrical boxes below trusses, new drywall and tape, insulation, drywall repair, light fixtures, painting and fans in restrooms. Also new kitchen cabinets and counter tops as well as removal of debris. The new bid totals \$45,732 less the kitchen and \$52,232 with the kitchen. Karl inquired as to pricing on the HVAC bid. Randy confirmed duct work is in the bid and air flow will be improved with hard duct work as it cannot be smashed. Randy is waiting for a bid on the swamp cooler and estimates it could run up to \$5k, \$7k. Installation of a swamp cooler will include cutting into the roof and sealing the roof back up. Randy advised Dave Maynard is a home builder Randy has worked with on several projects on the residence across the street from Station 1. Dave has been very good to work with. This is the best bid and most inclusive so far. Kerry questioned about totals of other bids. Randy responded the next lowest was \$64k, the highest bid was \$68k, neither bid included cabinets, windows or duct work.

Randy noted the HVAC contractor indicated he may not need additional vents, if that is the case there may be a reduction in price during the course of work. Round registers will divert air so that it no longer flows straight out. Karl asked for confirmation if all work is completed the cost would be \$59k. Randy

responded the kitchen may need a stove, and the refrigerator is old and missing rails inside. Chief Shirlaw commented the room is for public use and a remodel provide better presentation to the public and be more effective for training. Large wall cabinets will not be replaced but removed and will provide wall space for pictures. DC Dan Hatlestad stated he would like to see the kitchen update including appliance replacement. Randy noted TV's will need also need to be replaced with flat screens. Karl inquired if wiring will be in place. Randy confirmed yes. Chief Shirlaw added the District is combining fire academy next year with Elk Creek and a portion of classes will be held here. The current set up is not the best set up for classes. Karl agreed it is a 40 year old building.

Leslie inquired as to a start time and a completion time frame. Randy is not sure of a start date at this time but expects time for completion to take about 4 weeks. It may be as little as 1 week out, the contractor wants to install new windows first. Window orders are usually 4 to 6 weeks out, Randy may be able to request an earlier delivery. Chief Shirlaw stated it is best to complete work all in the same time frame. Kerry inquired as to if 4 weeks with level of effort could become 8 weeks or is 4 weeks a dedicated effort. Randy's experience with Dave is he is dedicated and believes he would be working on this project to complete in 4 weeks. Dave indicated he wants to get this job done as he has other projects to move on to. Randy confirmed Dave has plenty of labor to complete the job.

Karl asked how far out to expect the swamp cooler. Randy will verify if it can be done in same time frame. Karl asked for confirmation the total cost with the swamp cooler and appliances will be \$62k. Kerry noted 15% contingency. Leslie noted there would be additional costs for TVs. Karl agreed the total is probably more like \$65k. The District has \$70k to work with and there is the \$11k going to Revolve Air. \$59 of \$65 will be reimbursed from the grant. Will be spending \$6k of new money from budget to complete the contract with everything. The way the budget currently stands there is \$20k to the negative for the year end with \$600k in reserves. Karl added administration is coming in lower than budgeted. Leslie noted there was also money already in the budget for Station 1. Karl confirmed \$10k, yes, tables will also need replaced and the \$10k has not been spent. Kerry asked about grant proceeds, are proceeds confirmed. Chief Shirlaw confirmed yes, the grant has been awarded. Karl confirmed the grant will be formally awarded in September. Chief Shirlaw advised he is pushing to get grant funding earlier. Karl confirmed reserves would cover the expense until the District is reimbursed. Chief Shirlaw advised the compressor is at least a month out. Karl noted regular operating costs are at \$50k, tax revenue comes in in March, a total of \$400k is needed for operating expenses until then. Kerry asked if there is money expected up front. Randy responded he can find out this morning, he does not see it in the bid. Kerry requested there be a cap on total remodeling expenses.

MOTION: Karl Firor made a motion with a second by Jennifer Volkman to approve and sign a contract and to move forward with the complete renovation not to exceed a total of \$65k.

Randy advised he will follow up with The Maynard Company to get a contract and to begin scheduling. Karl requested a formal confirmation of the amount. Randy noted appliance factory is having sales. DC Hatlestad stated GE has friends and family discount, he will forward information in case it is helpful.

Chief Shirlaw thanked Directors. Kerry requested appropriate contractor insurance be maintained. Randy confirmed a certificate of insurance will be provided.

10. Adjournment

There being no further business before the Board, the meeting was adjourned at 07:39 hours.

Minutes by Kelley D. Cross, District Administrator

Submitted by:

Approved by:

Jennifer Volkman
Secretary

Leslie Caimi
President

Attachments:

1. Station 1 Remodel Proposal