

**Levy Oversight Committee
Minutes
March 31, 2005 Meeting**

Present: Council Member Jan Drago, Council Member Nick Licata, Dallas Baker Local 27, Seattle Fire Fighters Union; Jordan Royer, Mayor's Office; John Franklin, Mayor's Office; Scott MacColl, Council Central Staff; Karl Stickel, DOF; Candice Chin, DOF; Fire Chief Gregory Dean, Battalion Chief Molly Douce; Fleets and Facilities (FFD) Director Brenda Bauer, Lee Belland, FFD, and Ellen Hansen, FFD; Monica Lake, FFD; Ken Johnsen, and Brad Tong, Shiels, Obletz, and Johnsen (SOJ).

1. Lee Belland called the meeting to order and introduced Ken Johnsen to make a presentation on the Fire Station 10 Project

2. **Presentation on Fire Station 10 Project** – Ken Johnsen, SOJ

Ken Johnsen showed a rendering of the project and told the committee that schematic design has been completed and signed off by both the Fire Department and the Police Department. Design development is well under way.

The project is using the General Contractor Construction Method (GCCM), and Hoffman Construction has been selected as general contractor and is now participating in weekly project meetings.

Open space on Washington Street gives an opportunity to design an interpretive display that shows the history between the International District and the Fire Department. Council Member Drago's suggested that this should include Pioneer Square.

Groundbreaking is planned for September, with preparation of the site, followed by start of hard construction at the end of the year or early in 2006.

Environmental review is complete with notice of DNS coming soon, along with the alley vacation process, review by the International District Special Review Board, the Master Use Permit, and the construction permit.

Councilmember Drago noted this will be a huge improvement to the area. She also asked if the buses will move off Washington (yes), and if the bus stop on Fourth Avenue could be moved north, which is being discussed with METRO.

In response to a question about budget, Ken Johnsen replied that they are working hard to save money and value engineer. The layout has helped reduce costs for excavation and shoring, and the surface parking approach is also saving money. Using metal is a good and cost-effective solution.

The City is applying for Homeland Security money to fund some project elements, and there are also financial incentives from City Light and Seattle Public Utilities.

Dallas Baker asked when there would be another meeting with firefighters from Station 10 and learned that architects are now finishing up on the design to try to incorporate input from the firefighters. There will be another meeting with them in the near future.

3. Presentation on Joint Training Facility Project – Brad Tong, SOJ

Progress on this 13-acre project is 35-45% complete. The \$26.3 million budget should be maintained. Value engineering is ongoing to augment the construction contingency, and they have not had to cut program to save money. They are targeting for silver LEED certification.

Construction is scheduled for completion in February 2006, and they are currently ahead of schedule.

Brad, Ken Johnsen, and Council Member Drago promised to look into SPU charges to hook up the water.

4. 2004 in Review

Lee Belland reviewed the handout and answered questions.

5. Looking Ahead for 2005

Lee Belland reviewed the handout and answered questions after pointing out that the Fire Station 10 budget could change.

6. Questions and Answers

Scott MacColl asked how FFD is dealing with the construction climate. John Franklin replied that the City is monitoring the marketplace and materials costs regularly. We will have to wait and see, then strategize on the best approach for the levy program.

Council Member Drago said being flexible on schedule could help.

**Levy Oversight Committee
Minutes
June 30, 2005 Meeting**

Present: Council Member Jan Drago, Council Member Nick Licata, William Bradford, Jordan Royer, Mayor's Office; John Franklin, Mayor's Office; Scott MacColl, Council Central Staff; Karl Stickel, DOF; Fire Chief Gregory Dean, Battalion Chief Molly Douce; Fleets and Facilities (FFD) Director Brenda Bauer, Dove Alberg, FFD; Mary Pearson, FFD; Ellen Hansen, FFD; Monica Lake, FFD; Brad Tong, Shiels, Obletz, and Johnsen (SOJ).

1. The minutes from the March 31, 2005 were adopted.

2. Second Quarter Accomplishments and Budget Overview

Brad Tong updated the committee on the progress of the Joint Training Facility project. Temporary occupancy is anticipated to occur in February, 2006, and the contingency should be sufficient enough that the project will come in on budget. There are, however some environmental issues that could require additional funding to address.

In response to a question about Women and Minority Business Enterprises (WMBEs), Brad said that the project is keeping records on this area. Staff was asked to supply this kind of information at future meetings.

Monica Lake reported that design development on the Fire Station 10 project is complete and now under review by tenants and Fleets and Facilities. The project budget is \$36.8 million. Nonlevy funds will be targeted for additional improvements, for a total of \$6 million in a supplemental request. The Maximum Allowable Construction Cost (MACC) will be negotiated in August. Groundbreaking will occur in late September.

3. Land Acquisition – Mary Pearson, Real Estate Services

Land acquisition for Fire Station 22 (Roanoke) is on hold, pending decisions on SR 520 routing.

The condemnation process is underway for Fire Station 17 (University District), with mediation scheduled for November and a trial date in February. This process will not put us behind schedule for the project.

In response to a question about budget, Mary responded that land acquisition is expected to come in on budget.

4. Status of Remaining Projects – Dove Alberg

Dove Alberg reviewed the information presented in the status report distributed prior to the meeting. She updated the committee on the marine program and the Emergency Operations Equipment projects (water, power, and emergency supplies caches).

5. Questions and Answers

Councilmember Drago suggested that Fleets and Facilities develop a contingency plan for how the City can complete the levy with the current bid climate. Brenda Bauer responded that the department is considering this.

Professor Bradford asked that staff provide more information so that committee members can understand this issue. Dove Alberg responded that the financial framework analysis will be presented at the next meeting.

6. Next Meeting: Scheduled for September 22 at 3:00 pm.

**Levy Oversight Committee
Minutes
September, 2005 Meeting**

Present: William Bradford, Jordan Royer, Mayor's Office; John Franklin, Mayor's Office; Karl Stickel, DOF; Fire Chief Gregory Dean, Assistant Chief William Hepburn, Battalion Chief Molly Douce; Fleets and Facilities (FFD) Director Brenda Bauer, Dove Alberg, FFD; Chris Potter, FFD; Ellen Hansen, FFD; Monica Lake, FFD; Ken Johnsen and Brad Tong, Shiels, Oblatz, and Johnsen (SOJ).

1. The revised minutes of the June 30, 2005 meeting were adopted.
2. **Third Quarter Status and Budget Overview – Dove Alberg**
 - Dove Alberg reported that the levy program is on schedule and on budget.
 - Brad Tong reported on the Joint Training Facility, which is 80% complete. They are working with the Corps of Engineers to deal with the wet areas of the site and resolve their concerns.
 - Monica Lake discussed the Fire Station 10 Project and answered questions about the retaining wall and borings.
 - Historic Station Nominations: The nomination process is complete, including negotiations on controls and incentives.
 - Small Fireboat: Construction should be complete in April and the boat will be transported in May or, if weather permits, in April. The marine architect, Fire Department engineer and the project manager are traveling to Metalcraft approximately once a month.
 - Large Fireboat: The value engineering process has been completed to bring the boat into budget. Dakota Creek, an Anacortes shipyard, was the successful bidder for the project. The boat will be delivered in the fourth quarter of 2006 in Anacortes.
 - Emergency Fire Suppression Water Supply: This project is ahead of schedule with all hydrants expected to be completed by the end of the year except for the Queen Anne water tank location. Emergency Power Supply: Three generators have now been delivered.
 - Emergency Supplies Caches: Should be complete by second quarter of 2006.
 - Communications Plan: The plan will be ready for the Oversight Committee's review at the next meeting.
 - Budget Overview: the land acquisition expenditures are lagging because we are behind schedule in this area.
 - Fourth Quarter Milestones: Dove Alberg reviewed the milestones presented in the report distributed in advance of the meeting. One key milestone is the publication of a request for proposals from architects for the Fire Station 2, 17, and 31 projects. Firms may bid on one or all four. In addition, the Capital Programs Division will hold a fair for WMBE firms to increase participation in the process.

Two more station projects may be added to the list of those starting in 2006.

3. Land Acquisition

Brenda Bauer and Ellen Hansen provided an overview of issues around Fire Station 38 and the concerns of the neighbors of the new site.

4. Third Quarter Status Financial Review Update – Brenda Bauer

In cooperation with City Council members, FFD is waiting until the construction climate stabilizes after Hurricane Katrina to come back with a projection in February. In the meantime, staff will continue to take a second look at cost estimates, and we have hired a consultant to assist us. The department is evaluating the effects of escalating construction inflation on the conservative Levy budget.

5. Questions and Answers

Professor Bradford asked when the committee would get reports on WMBE participation. Staff told him they will be working closely with the Urban League to identify businesses and try to match them up with contractors. We will report back to the committee, providing a full explanation of our efforts, instead of providing only a statistical report.

Dallas Baker noted that Local 27 is optimistic. Members have been involved in various projects and things are looking good.

**Levy Oversight Committee
Minutes
December 13, 2005 Meeting**

Members Present: William Bradford, Jordan Royer, Mayor's Office; John Franklin, Mayor's Office; City Council President Jan Drago, Finance Director Dwight Dively

Staff Present: Karl Stickel, DOF; Fire Chief Gregory Dean, Assistant Chief William Hepburn, Battalion Chief Molly Douce; Fleets and Facilities (FFD) Director Brenda Bauer, Dove Alberg, FFD; Chris Potter, FFD; Ellen Hansen, FFD; Monica Lake, FFD;

Guests: Ken Johnsen and Brad Tong of Shiels, Oblatz, Johnsen (SOJ)

1. The minutes of the September 22, 2005 meeting were adopted.

2. Levy Program Financial Update – Brenda Bauer
Brenda reported that Fleets and Facilities is working with a consultant specializing in cost estimating and will bring a report to the Council in January, along with suggestions on how to move forward. Staff are currently meeting with individual councilmembers and Council central staff and are in the process of finalizing the report. FFD plans to come back to the Oversight Committee with a final report.

3. **2005 Fourth Quarter Status and Budget Overview – Dove Alberg**
 - Dove Alberg distributed the report and asked staff and consultants to report on their projects.
 - Brad Tong reported on the Joint Training Facility, which is 86% complete.
 - Monica Lake discussed the Fire Station 10 Project, distributed the outreach plan and talked about opportunities for neighborhood residents to enter apprenticeship programs, and for restaurants and catering businesses to do business with the contractor and workers. There are goals for participation of Women and Minority-owned Businesses (WMBEs) identified in the outreach plan.

Professor Bradford asked when the committee could learn about the results of these outreach efforts. Monica said the majority of the bid packages will occur in March.

Brenda Bauer noted that Hoffman Construction typically provides lots of opportunities for WMBEs.

Councilmember Drago suggested using an approach similar to the one used by Turner Construction.

- The Land Acquisition Report was discussed. Dallas Baker asked about neighborhood concerns, and learned the major concerns seem to be about noise and property values.
- Small Fireboat: There is good progress on this project. Sea trials are planned for March, with the delivery date expected in April. It will go into service in late April or early May.
- Large Fireboat: Shop drawings are almost complete. The planned delivery date is December of 2006.
- Emergency Fire Suppression Water Supply: This project is ahead of schedule, with all hydrants expected to be completed by the end of the year except for the Queen Anne water tank location.
- Emergency Power Supply: All generators have now been delivered and testing is underway.
- Emergency Supplies Caches: This project is scheduled for completion by second quarter of 2006.
- Budget Overview: We have underexpended on land acquisition up to this point as authorization for and negotiation of purchases have been slower than expected, however, purchases to date are within expected costs.
- Emergency Supplies Caches: We have selected the four sites: the Haller Lake Fueling Station in North Seattle, the Parks Department Westbridge facility in West Seattle, the Sunny Jim Shops area in South/Central Seattle, and Catherine Blaine Elementary in Magnolia.
- The Request For Qualifications for Architecture/Engineering Services for the first four stations was advertised in November, and a presubmittal conference was held on November 29. It included the first-ever WMBE networking fair. More than 60 people attended.
- Communications Plan: The plan was distributed at the meeting and the Oversight Committee was asked to review and comment.

4. Questions and Answers

Dallas Baker asked Chief Dean about plans to change the work hardening room at the Joint Training Facility to a video conference/media center. Chief Dean replied that it would take \$109,000 to equip the work hardening room and that there was no money currently budgeted for this purpose.