



Fire Station Building Review Committee

Meeting Minutes
Wednesday, October 5, 2016
UNAPPROVED

Chairman Allan Brown opened the meeting at 6 pm.

Committee members in attendance: Allan Brown - Chairman, Kimberley Edelmann, David Hartman, Howard Kirchner, Peter Ladd, Janice Loz, Ed Raymond, Peter Wyman

Also in attendance: Selectmen Clyde Carson and John Dabuliewicz

Others present: Ed Mical, Varick Proper

1. Opening

Chairman Allan Brown opened the meeting at 6 pm. He noted that he would not be taking questions from the public during the meeting.

2. Warrenstreet Architects

Jonathan Halle introduced himself as an architect and landscape architect. He said the firm of Warrenstreet Architects (WA) has 13 people which is almost 27 years old and is based in Concord. Allan interjected, asking Jonathan what the initials after his name (AIA ASLA) on his business card mean. Jon is a member of the American Institute of Architects (AIA) and the American Society of Landscape Architects (ASLA). He is certified by the National Council of Architectural Registration Boards (NCARB). He is licensed in all of the New England states. He is also a licensed landscape architect in New Hampshire. He is also certified as an EDAC (Evidence-Based Design Accreditation & Certification) consultant giving him access to a vast library of architectural information. Jon is also been LEED (Leadership in Energy and Environmental Design) certified since 2006. He noted that all of his buildings have been built to meet LEED certifications however most clients don't want to pay \$30,000 for the plaque.

Allan asked what CSI is about, which would cost \$2500. CSI stands for Construction Specifications Institute. At the end of the design in 2013, the estimates were broken down by divisions such as electrical and mechanical. Full cost estimates would cost \$2500.

Warrenstreet Architects were the architects of the Warner's earlier fire station design in 2013. They also recently completed the renovation and addition of the Laconia main fire station. Jon's partner has been working on a project for the Town of Washington for the past 4 years. A dozen other fire stations have been done.

WA is an employee owned co-op. They give 10% of their growth earnings back to the community. Jon is chair of "Building On Hope" which over the last 8 years has raised over \$2,500,000 and done 4 projects for non-profits. WA is very social conscious.

Jon pointed out that Warner has already paid him \$120,000 to design a building. He feels a connection to Warner. He feels that the work done earlier is not a throwaway. In his opinion, half of the fees paid could be recouped. He believed he could save Warner \$50,000 going forward.

After the site walk, his staff spent 4 hours putting the current FSBRC's program (list of requirements & room sizes)

onto the new site. The resulting conceptual design drawing was shown. Jon also showed the previous design ghosted under the latest design. Jon asked one of his employees, Kelly Leitner, to use the new program and put the new design on one floor. Jon also showed that design positioned in two orientations on the site. The work provides a starting point for discussions and work going forward.

Jon said that the need for a new fire station needs to be old news before Town Meeting. He felt that this was not the case in 2013, that it was assumed people would know the need. Jon said the design of the building is the easy part; selling it to the community needs much more effort.

Questions previously agreed by the FSBRC as well as questions from individuals were used to bring out the following key points:

- Jonathan will be the consultant working with the town. The project will be worked on by 3 or 4 people at WA.
- WA will use the same team of consultants that worked on the 2013 design as they own the CAD drawings. This should result in lower fees this second time around since they will not be starting from scratch.
- Jon will use a charrette and round table discussions to fine tune programmatic issues.
- If Warner is going to use a Construction Manager (CM), he should be hired immediately after the Architect is hired.
- There is currently a shortage of sub-contractors; no one is short of work. It is difficult to get quotes right now.
- A new \$1B casino is going into Massachusetts. Suppliers told Jon that drywall will be out of stock for 8 months because of it.
- WA can write the RFP for a CM. He says they will write the scope of work and request their general conditions and fees to establish the true cost. Jon will sit down with the committee to discuss and compare the proposals received as responses to the RFP.
- Alternatively, WA can do the Construction Management.
- Having a CM gives a project some latitude to make adjustments as the project progresses.
- Once a CM is on board, discussion about materials and budget can take place, building the structure on paper.
- WA will ask the Town who they have working relationships with or preferences for local talent. Round table discussions will be held with the committee. Jon knows many of the subs in the local area and every contractor in the state.
- Jon does a lot of site design.
- Warner is asking for a schematic design to get to a budget to move forward. That is what WA has done at a marginal fee.
- Basic services include the architectural role, the structural role, the civil role, electrical, mechanical and plumbing. Jon has done LEED project, hiring specialists from the Jordon Institute to do the paperwork. Jon is certified to do LEED work but doesn't have the time to do it. It is an expense to the project.
- Energy consulting: WA has worked with firms that do energy modeling, looking at buildings and the mechanical systems.
- Jon will provide a menu of services. WA, as a co-op, does not mark up the consulting and engineering fees; it's a straight pass through. WA can help interview different firms.
- The more the Town knows about the site and shares up front, the better in terms of cost control.
- Anything the Town can do ahead of time to prep the site, such as removing the house, should save money.
- Phase II: WA would do all of the construction drawings. WA will stay engaged from beginning to end. The quote provided is for Phase I only.

- Phase II change orders / additional fees: Caused by unknowns. An example in the previous design was the DOT land along Rt 103. Another example, discovering ledge or buried surprises during construction.
- Whoever does the Phase I work will own the CAD files. If a different architect is hired for Phase II, they will not have access to the design files and will have to start from scratch. This is in part due to insurance, but also to prevent plagiarism.
- Phase II cost: Difficult to estimate as there are things that can be reused. A 10,000 square foot building costing \$2,500,000 to build with a 5% fee is normally \$125,000. Jon expects the committee will hear 4 proposals within \$10,000 of each other to do the work. But thanks to the prior work done by WA, Jon expects their fee for Phase II to be almost half that.
- The 2013 design was for a 14,000 sq ft building at \$2,700,000. The new requirements are for a 10,500 sq ft building. In 3 years time, with 20% inflation for material costs, it will cost about \$2,500,000. However, some prices have also come down, such as solar energy. Costs will be passed through to Warner.
- The quote of \$5,000 includes Jon sitting down with the committee, discussing the program, shooting holes in it and create a floor plan that meets the Town's needs, using the 2013 design as a springboard.
- Jon lives locally and would be willing to come to Warner for meetings. However, he has found that meetings held at his office in Concord helps prevent losing committee members due to fire calls or other interruptions.
- Jon will be taken into consideration future expansion of the new fire station.
- Energy: Designing a good building envelop with good insulation is key.
- Energy: WA will help do informational meetings regarding energy, including talking about return on investment.
- Energy: WA just completed work on the golf clubhouse in Eastman. It now has a solar system, financed via leaseback with no up front cost. They no longer pay for electricity.
- Energy: WA has done 6 or 7 geothermal projects.
- WA believes grants for a generator and an emergency operation center may be possible to obtain. WA will help write the grants. Jon noted that New Hampshire does not have a lot of grants available.
- Jon believes the Town could get up to \$30,000 from Eversource for energy savings.
- Communicating with the Town is critical. In the past, WA has used local Cable TV to get the message out.
- In the past, WA has hired a PR firm from Concord to do professional newspaper articles before Town Meetings.

Allan closed the interview at 7:03 pm, thanking Jonathan for his time.

3. Cowan and Goudreau Architects

Allan started the interview at 7:10 pm.

Gary Goudreau (AIA, LEED AP) and Duene Cowan (NCARB) did a presentation to the committee prior to the Q&A session. Key points:

- 20 years experience building fire stations, police stations, municipal buildings.
- Recognizes that municipal projects involve volunteer committees and after hours meetings.
- Goal is to make the Town happy with the final result.
- Will work the CM to help get information out to the Town.
- Multi-media including FaceBook, videos, graphics.
- Offered examples of projects that initially failed due to cost and size, were reworked and resized, then passed at

Town Meeting.

- Showed example of a fire station which had very little wasted space, describing various aspects of the efficiencies.
- Fire stations shown were designed to match the neighborhood.
- Sizes and costs of various fire stations built were shown in the presentation.
- Hose towers requested by some Town on their fire stations for historical reference and for stair training.
- Showed buildings built with different roof and exterior materials.
- Showed buildings which had dormitory rooms.
- Do the conceptual design and get cost estimates from a Construction Manager.
- Would like to know what citizens were concerned about with the first design in 2013. David Hartman noted that the Selectmen did not bring it to a vote. There were severe doubts about size and location.
- Every Town is different. No matter how many projects CGA had done, they go into each project with open minds.
- Construction costs are not going down. If Warner does not bring a CM on board, CGA will.
- Several recurring themes were found while reading the FSCBR committee notes:
 - Abutters want to know how big the building will be; how it will look
 - How will the building affect traffic? Which way with the apparatus come and go?
 - Ground water safety.
 - Energy efficiency.
 - Warner wants to use the more collaborative CM approach.
- CGA will help in the selection of a CM. CGA can write the RFP. Ask for their fees, what their general conditions will be, ask what % they charge for Change Orders. Then compare apples to apples. CGA will help the committee interview and make the decision.
- Over the past 10 years, CGA has worked with CM's. They work with NorthPoint and have also done 4 projects with Eckman Construction in Bedford. The State is also doing more CM work.
- Gary Goudreau would be the architect who works with Warner. Because it's a small firm, Duene will be able to fill in. CGA has 3 full time staff, 2 part time. Much of the work will involve bringing outside talent into the project.
- The costs of recently built projects were provided.
- During the conceptual stage, CGA likes to present multiple options in their designs. Ideas pop up as discussions continue both with committees and with the public.
- CGA will partner with the committee when speaking with the public.
- Once a preferred scheme is decided, value engineering what if's will be explored. Brick vs wood. Insulation options. Bullet resistant windows if including an EOC.
- CGA will prepare graphics for presentations.
- Energy: Siting the building for the best solar exposure can be helpful. Polycarbonate doors /panels provide a lot of natural light and solar energy. Skylights help limit the need for electric light. Occupancy light switches also help reduce costs. Investing in LED lighting saves money longer term.
- Allan noted that the Town can't place driveways just anywhere. CGA is accustomed to working with driveway curb cut limitations.

- Energy: The 2015 energy code is tight. CGA knows how to design to code.
- Energy: There are many options. CGA will provide return on investment numbers. Jordon Institute is very useful and can be hired as a contractor.
- CGA brings in mechanical, electrical, plumbing consultants for Phase II. David Kyle from Yeaton Associates is one of the best. David is an adviser to the State on energy issues. David Kyle from Yeaton Associations will provide basic guidance in the conceptual phase.
- CGA has designed buildings with minimal wasted space. One design demonstrating that was shown.
- Grappone Hall was built knowing it was not going to be presented for LEED certification. However, CGA does a lot of LEED certifiable work none-the-less. After the fact, the client decided to apply for certification. The Jordon Institute reviewed the building and found it to be only 1 point shy.
- Energy: CGA has designed buildings that use pellet wood heat.
- Energy: CGA likes radiant floor slabs in fire stations. While the heat escapes when the doors are open, the floors stay warm.
- Energy: CGA will discuss multiple insulation options and have used many kinds of insulations for different clients.
- Energy: LEED energy modeling is very intense and expensive.
- Both Gary and Duene will stay engaged from start to finish. Both are accustomed to municipal projects and evening meetings. Because they are a small firm, Gary and Duene work hard to protect their reputation via quality work.
- The Milton project started at 12,000 square feet, but 3 years later was reduced to 9000. The Town could only afford so much. Grappone was cut in half by the State half way through the project. The project still succeeded.
- Allan spoke about landscaping and concern about water runoff onto abutters land. CGA's civil engineers are very familiar with such concerns and will address them.
- Phase II costs: CGA will look for a happy medium between % of construction cost and actual effort. For a facility like Warner is proposing, they are typically about 7 to 8% of construction. That is the total number. Phase I costs would be deducted. Energy specialists and civil engineers are extra. Included in the fees for basic services are the CGA fees, structural and M/E/P. Mechanical, electrical, plumbing and fire protection.
- Peter Wyman clarified: 8% of \$2,500,000 is \$200,000. Minus initial fees of \$18,500, and maybe less, comes to \$150,000. Add in civil engineering. Initial fee is \$18,500. Add in civil.
- Reimburseables usually make up 2% of CGA's fee. They would be included in the \$200,000 number.
- Milton's fire station ended up at 9,000 sq ft plus attic space. Total space was 10,200 sq ft. It ended up at \$226 per square foot. \$2.4M total. And their building has radiant floor slab. They also have cistern and water pump which cost \$120,000.
- Dollars per square foot tends to INCREASE as square footage decreases. Why? Because open space doesn't cost as much as everything else and the reduction rarely impacts the big ticket items.
- If at Town Meeting the vote falls and the Board of Selectmen wants to keep CGA engaged, a scope of work and new quote will be needed.
- David Hartman: Is there some reason fire stations can't have 3 vehicle deep bays instead of 2 vehicle deep? CGA noted that flexibility is based on size. Normally bays are 40 feet long. Double bays are normally 80 feet. If there are three smaller vehicles, they can sometimes be stored in line.

Allan brought the interview to a close at 8:15 pm.

The committee took a short break.

4. Next Meetings

Tuesday, October 11 at 3:30 pm. Location: Fire Station. Next pair of interviews.

Wednesday, October 12 at 3:00 pm. Location: Town Hall. Discuss and rank the four firms.

5. Minutes

Kimberley asked if anyone had a chance to read the meeting minutes of September 21. Allan said the committee would have to go through a pile of minutes after the interviews are done.

6. Adjournment

Allan adjourned the meeting at 8:22 pm.

Respectfully submitted,
Kimberley Brown Edelmann
Recording Secretary