

FMRP Oversight Team Meeting – Summary Notes

12:00 Noon, September 28, 2016 at Currents Headwater's Conference Rm.

Oversight Team (OT) Members Present: Barbara Berens (chair), Pat O'Herren, Donna Gaukler, Andrew Czorny and Dale Bickell

Oversight Members (OT) Absent: John Wilson, Chris Lounsbury

Design Team Members Present: Larry F., Garrick S., Lisa M., Neil M., Stephen T. (JCG) and Mark K. (JCG)

TLG – The Land Group

OT – Oversight Team

JCG – Jackson Contracting Group

AGENDA

- Authorize approval of PCCO #011
- Parks & Recreation Surveillance Policy Draft Review
- Authorize remainder of Surveillance Budget \$54,214.40. Original budgeted amount was \$75,000.00. Oversight Team approved up to \$25,000.00 for conduit install at the 5/11/2016 Oversight meeting (actual cost was \$20,785.60 as per PCCO #007).
- Project Update

Summary of Agenda Discussion Items

Authorize Approval of PCCO #011

Neil M. reviewed the PCO's below for approval. All funds will be deducted (-) or credited (+) to project contingency.

PCO# 063 Stain/Finish – Vehicle Barrier, Traffic Signs, Wayfinding and Interpretive Signs: -\$4,381.00

PCO# 052 Synthetic Turf New Leveling Course/Removal of Geo Fabric: - \$1,669.61

PCO# 064 ASI 004 – Removal of Stairs @ Pavilion Plaza: +\$12,701.09

This will now be sod. There was an additional cost for topsoil, irrigation and sod.

PCO# 066 Drinking Fountain @ Open Space: -\$8,611.00

PCO# 067 Electrical Services to CXT Buildings, Pavilion Restroom & Trash Enclosure: -\$6,010.00

PCO# 068 CXT Service – 2 Gang Meter Box: -\$4,050.05

PCO# 069 Tree Deer Protection for Landscape Trees: -\$3,640.00

PCO# 070 General Condition Savings – Traffic Control, Dust Protection, Survey, Material Testing: +\$45,863.00

Savings goes back into contingency

PCO# 071 ASI 005 – CCC Road Slope: -\$3,732.96

PCO# 072 ASI 006 – Swale Sumps and Checks: -\$12,307.10

Added back in for Parking lot and Bioswale drainage, sumps will be set 10" high

PCO# 073 Fireplace custom doors @ Large Pavilion: - \$10,889.00

Current Contingency Amount = \$64,856.97

Above Deductions/Credits = +3,273.37

Contingency Remaining = \$68,130.34

The quantity of topsoil needed to finish phase I is unknown at this time and is a pending contingency expenditure. Current available topsoil for phase I will be exhausted before purchasing additional topsoil. The amount short is

anticipated to be less than originally thought. There are four topsoil sources available pending quality and quantity of topsoil needed to complete phase I.

Andrew C. inquired about the cost of topsoil. The cost of topsoil ranges from \$18.50 (unscreened) – \$30.00 (screened) per cubic yard with trucking costs.

Pat O’Herren made a motion to approve Prime Contract Change Order (PCCO) #011, Donna Gaukler seconded. None opposed. Motion passed.

Parks & Recreation Surveillance Policy Draft Review / Authorize remainder of Surveillance Budget (\$54,214.00)

Neil M. reminded OT that \$70,000 was budgeted in Phase I for security and surveillance. At the May 11th, 2016 meeting, OT approved up to \$25,000 for the installation of conduit for future installation of security and surveillance cameras on the City portion of the park. OT also requested at the May 11th meeting that City Parks and Recreation draft a Video Surveillance Policy for review at a future OT meeting.

Neil M. introduced the City Parks and Recreation Video Surveillance draft policy that was approved by the City Attorney. The draft video surveillance policy utilized the County Video Surveillance Policy as a template.

Existing video surveillance cameras in the City Parks and Recreation system were installed to monitor vandalism and money handling.

Andrew C. inquired about the purpose of retaining video surveillance for 30 days.

Donna G. informed OT that video surveillance is triggered by activity, limiting the amount of data that needs to be managed. The thirty day storage allows time for staff to learn about undesirable activities in parks.

Andrew C. inquired about the vendor selection process.

Donna G. informed OT that a Quality Bid Proposal Process would be used to guide the vendor selection process.

Chris L. (absent) via Barbara B. is a no vote for cameras on the County Side of the Park.

The goal is to install a security surveillance system on the City side of the park. Use of a security surveillance system on the County side can be further addressed with an update of the FMRP maintenance and management agreement between the City and County. The goal is to capture license plates and vehicle information at park entrances and not individual identity within the park.

Andrew C. asked if we could get a better price on a security surveillance system if we bid a larger system. This would require us to wait a year until phase II is constructed. There is no value in waiting but, possible value in installation. There is also risk in waiting, phase I could be vandalized.

Dale Bickell made a motion to approve the remainder Surveillance Budget (\$54,214.40) for design and installation of a security surveillance system for Phase I of FMRP, Andrew Czorny seconded. None opposed. Motion passed.

Project Update

Phase II is currently out to bid with bids due on October 6th, 2016

Phase II closure will start on October 1st – October 14th for owner deconstruction and removal of equipment

Jackson Contracting Group will take over Phase II the week of October 20th

Next OT meeting will be October 20th to approved bids, schedule is subject to change

Approved by Barbara Berens (Chair) *Barbara Berens* on this day: 10/6/16
(Signature) (Date)