

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
COUNCIL CHAMBERS
APRIL 20, 2015
5:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the special City Council meeting of April 20, 2015 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson (arrived at 5:07 p.m.), Dan Goldston, Michele Hanson and Councilmember McGann

Members Absent: None

Staff Present: City Administrator Logan Martin, Assistant Fire Chief Mike Galowitz, City Engineer John Parotti, Fire Chief Mark Swenson and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the April 20, 2015 Special City Council agenda. Motion carried 5-0.

NEW BUSINESS

Consider awarding a portion of bids for the new Fire Hall construction project: Administrator Martin reviewed the bidding process for the project and said it was divided into 28 trade areas, with a total of 87 bids received on April 7. Construction manager Kraus Anderson has confirmed the low bidders' availability to deliver the project at the rate indicated by their bid. The approved budget for the project was \$5,653,450 and the bid results totaled \$5,366,912, which is \$286,538 under budget. The purpose of the special meeting is to consider awarding a subset of bids to the contractors who will complete the initial work on the project, i.e., excavation, grading, utilities, and allow companies to order materials. The remaining bids will be considered at the May 4 regular meeting. Gary Zifko, Kraus Anderson Project Manager, provided examples of possible change orders and stated the project budget includes a 3% contingency figure to cover unforeseen items.

It was moved by Councilmember Carlson to approve the following initial bids for the Fire Hall building project:

Work Scope	Contractor, City, State	Total Contract
Earthwork & Utilities (street)	Miller Excavating Stillwater, MN	\$259,876.35
Concrete/ Masonry	Hollenback & Nelson Coon Rapids, MN	\$853,800.00
Precast Structural Concrete	Molin Concrete Products Lino Lakes, MN	\$21,834.00
Structural Steel Supply	Amery Welding Amery, WI	\$252,000.00
Structural Steel Erection	Red Cedar Steel Erectors, Inc. Menomonie, WI	\$122,700.00
Wood Windows	Arrow Building Center Stillwater, MN	\$37,415.00
Drywall	Quality Drywall Midwest Maple Grove, MN	\$163,000.00
Fire Protection	Breth-Zenzen. St. Joseph, MN	\$36,500.00
Mechanical	Horwitz Inc. New Hope, MN	\$588,900.00
Electrical	Egan Company Brooklyn Park, MN	\$469,600.00
Earthwork & Utilities (on site)	Miller Excavating Stillwater, MN	\$248,649.00

Utility Extension & Turn Lanes	\$ 259,876.35
New Fire Station (10 of 25 Work Scopes)	\$ 2,794,398.00
Total Contract Amount	\$ 3,054,274.00

The motion was duly seconded by Councilmember Goldston and upon roll call being taken, the following voted via voice:

Susan St. Ores – aye Dan Goldston – aye Patrick McGann – aye
 Connie Carlson – aye Michele Hanson – aye

Discussion followed on adding in-floor heating in the apparatus bay and dormitories back into the project. Administrator Martin said the two items were removed from the bid package due to budget constraints, however the positive bid results provide the opportunity to consider potentially adding them back into the project. Preliminary cost estimates for 8,000 square feet of in-floor heating in the apparatus bay and a 540 square foot dormitory addition were reviewed. The estimated cost for the in-floor heat is \$80,807 and \$152,345 for the dormitories. Councilmember Hanson questioned the estimated \$25,000 in design fees for the two small projects, and Administrator Martin said he is working with the architect (Leo A Daly) on these fees. He stated the architect's design fees for the project are 5.5% based on the total value of the building, and the proposed design fees are

considerably higher. Mayor St. Ores expressed her disappointment that Leo A Daly did not include the two items in the initial design process and said the proposed fees need to be refined. Staff is researching modifications/cost savings to the overhead heating system if in-floor heat is added. Mayor St. Ores inquired about other opportunities to cut long-term utility costs. Gary Zifko said the project meets the new state code standards for energy-efficiency, which are significantly higher than previous standards. Administrator Martin said the project is likely to meet Xcel Energy's energy-efficient building code standards and qualify for energy rebates. Alternative energy sources will also be explored in the coming months, and Kraus Anderson will provide cost estimates to add skylight domes in the apparatus bay, to reduce the amount of lighting required. Mayor St. Ores suggested framing in the dormitory addition at this time but leaving it open for additional storage and/or training purposes, until a full-time Fire Department is needed. Fire Chief Swenson said the department continues to gauge this need and believes a full-time member will be needed within five years to handle code enforcement, inspections, report writing, etc.; however implementing duty crews that require an overnight stay area may be 10 years away. The building committee recommended designing the new Fire Hall to meet the dormitory needs of a full-time department, yet anticipated the completed dormitory space would get regular use by the current staff to supplement office space and as needed for sleeping quarters after a late-night call. Chief Swenson said he is exploring the possibility of storing an ambulance at the new site; currently all ambulances are kept on the north side of Highway 36. Councilmember Goldston said he would like the project to come in under budget and questioned the estimated cost of \$280/square foot for the dormitory addition, as well as the implications for maintenance and insurance for the added space and salaries for full-time staff. Councilmember McGann questioned whether a full-time department would be possible, with the cap on the annual department budget set in the agreement with the city's three partner communities. Administrator Martin said that adding a full-time member would be a City Council policy decision in the future, and the City Council may choose to supplement the Fire Department budget to fund a full-time position if that is deemed a priority by a future City Council. A preliminary sketch for the dormitory addition was reviewed and Jessie Bauldry, Leo A Daly, said the plans are laid out to meet state code. Discussion followed on the critical timing of approving the proposed additions in order to keep the project on schedule. The City Council directed the architect to draw up plans for the dormitory addition for bidding purposes and directed Administrator Martin to refine the architectural fees associated with the two proposed additions to the project. Further discussion will take place at the May City Council meeting, and Administrator Martin said a special meeting may be needed for final approval to increase the scope of the project.

UNFINISHED BUSINESS

OTHER BUSINESS

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 6:00 p.m. Motion carried 5-0.

City Administrator/Clerk