

June 26, 2007 Minutes of Special Meeting of the Board of Directors of the
Sisters-Camp Sherman Rural Fire Protection District – Sisters Fire Hall

President Dave Elliott called the meeting to order at 5:00 p.m. Directors attending: Dave Blann, Peter Storton and Chuck Newport. Director absent: Channing Cathcart. Staff attending: Chief Robertson, Captains Brown and Ast, Fire-medic Bruegeman and Admin Houck, Dave Wellington and Stuart Honeyman.

Proposal of construction contract: Chief informed directors that most items on the info sheet remain the same. Chief had briefed Directors Newport and Cathcart on the June 19th board meeting. Director Cathcart was going to the hospital and unable to attend this meeting, but left a message that he was in total agreement with the packet Chief left with him and that the committee has done a great job.

Chief presented an updated New 701 Bid Award Process Building Cost Analysis as of 6/18/07 with no deductions included together with four (4) options. Chief listed the following eight (8) items and cost: Apparatus Bay \$25,000; Apparatus Storage \$58,000; Cultural Stone Veneer \$34,000; Fireplace \$8,500; Generator \$37,500; Wood Clad Windows \$15,700; Pivot Gate \$16,000; and Partition \$11,800.

Chief has tried to provide a thorough analysis. The elevator is included. Costs shown are solid with one exception: No decision from DEQ regarding run off. Director Newport says if plans are done professionally, DEQ usually signs off. City of Sisters system development costs/City Permits of \$55,000. We reduced furnishings from \$80,000 to \$65,000. Director Newport reported window covers are included in the base bid. .

Chief and Director Newport met today and reviewed contract and options. Generator: Many options. We are required by law to provide emergency features. Cost of other items approximately \$7,000 to purchase and install lights. Current generator would not provide much power. Short term upgrade cost is approximately \$7,000. Both items individually equal 20% of cost of generator. Chief does not believe this option makes good business sense. Director Blann questioned the current generator's resale value. Chief did not believe it was very much, future plans are to transfer current generator to 703. We also have the option to utilize \$37,000 from the equipment fund. We would then postpone the finish of a new Type VI until July of the next fiscal year. We could have all items completed on the Type VI, but take possession in July 2008 in time for fire season.

Chief again mentioned that we are planning a 5% contingency. Architects recommend having a 3% to 5% contingency. Director Newport says the contingency covers change orders and any possible loopholes in the contract. It is his opinion the building committee picked apart the specs. In fact, he would be comfortable utilizing a 3% contingency.

Director Storton stated his views on the alternate selections: Pivot gate not necessary, would use roller gate. Fireplace is not necessary and felt that wood clad windows are very nice, but would require increased maintenance. He felt we should keep the generator and use Equipment Reserve Funds. The generator would stay in the bid and paid from the reserve fund.

Director Blann agrees to delete the pivot gate, fireplace and wood clad windows. However, if special groups would prefer to include the fireplace, he had no objection to them obtaining outside funding to absorb the cost of the fireplace.

Director Newport agrees.

Director Storton started discussion regarding the partition. Options discussed regarding installing tracks and door frame at a later time during construction. Director Newport pointed out that this is a contract issue. If not accepted up front, the contractor is allowed to change the cost. Chief informed Directors of the need for the partition for separate meetings and training.

All Directors were in agreement to delete the fireplace, wood clad windows and the pivot gate. The generator would remain in the bid, but funded through the equipment reserve.

Director Newport informed the Board that this is a fixed price contract. We can look for options to save dollars and then ask for changes. Chief mentioned that total changes can not fluctuate more than 10% high or lower than the contract.

Directors were unanimous in stating they were comfortable with their discussions. The Board,
RESOLVED to accept the alternates to be deleted: fireplace, pivot gate, and wood clad windows. The generator is to remain in the base bid but funded through Equipment Reserve Fund. Motion Director Blann, second Director Newport; passed unanimously.

Chief reported attorney Ken Jones said the subcontractor's challenge is void and that no response is appropriate.

The Board,

RESOLVED to award the bid to Woodburn Construction. Base bid is \$3,439,850.00. Alternates accepted and therefore deductions removed from the bid are: fireplace, wood clad windows and pivot gate, and reduce the bid to \$3,399,650.00. Motion Director Blann, second Director Storton; passed unanimously.

Directors instructed the Chief to send the contract to attorney Ken Jones for review.

Chief informed Directors the City of Eureka has extended an invitation for him to participate in their hiring process. They pay costs. He will be gone July 23-26. Chiefs Enoch and Karjala will staff the District.

Director Newport again complimented the building committee on the work. The Board thanked Director Newport for all his work with the project.

No further business discussed and the meeting adjourned at 5:30 p.m.

Respectfully submitted,