

Meeting Notes
City Hall Building Renovation Committee
Roeland Park, KS
November 3, 2009
at Roeland Park City Hall

Added notes from meeting agenda to meeting notes in italics

- I. Phase I Contracts Status
 - a. Construction Estimator – *contract is approved by council, mayor will sign and send agreement*
 - b. Survey (AutoCAD elevations, curb locations, soil borings) – *Joel to forward information to City to get quotes*

- II. Code Issues
 - a. Area Separations
 - i. Court & Council to adjacent spaces – 2-hour
 - ii. Classifications - Garage S-2, *Booking will be viewed as a “Business” occupancy*
Mike Flickinger will work with Chief Taylor to determine the Armory occupancy

 - b. Parking
 - i. North Property Line will have *17’-8” or so deep stalls*
 - ii. East Property Line 60 degrees (20 feet deep)- lose 2 stalls *OK*
 - 1. 1-way = 18’ parking + 18’ drive = 36’ total width – *one way agreed upon*
 - 2. 2-way = 18’ parking + 20’ drive = 38’ total width
 - iii. Drop-off adjacent to south side of building entry

 - c. Plumbing Counts – *Joel to review final plumbing counts with Mike Flickinger*
 - i. Toilets – using adjacent floors; Lavatories – 3 required, 2.5 actual

 - d. Room Sizes
 - i. *Mike Flickinger said he believes the interview Rooms will be viewed as “habital” rooms and therefore need to be 70 square foot minimum.*

- III. Plan Review – Layout and Finishes
 - a. 1st Floor
 - i. Entry Vestibule Doors removed (not used because too tight) *these doors are permanently held open. The only way to get*
 - ii. Move wall of north stair so storage room not in stair, opens up Lobby – *this was found to likely be structurally acceptable with some structural hold of two joists*
 - iii. Sally Port, Holding – *the Chief believes these areas look good*
 - iv. Egress from Court Room – new corridor *the Chief thought this was acceptable*

- b. 2nd Floor
 - i. Men's room door/shaft conflict – *not discussed*
 - ii. Line of site issue – flip urinal and lavatory & add wing wall in corridor – *not fully discussed*
- c. 3rd Floor
 - i. (Men's Room - same as 2nd floor issues)
 - ii. Locker Rooms have yet to be reviewed with locker selections

IV. Budget Review

- a. Contractor has asked for a little more time with his estimates than 1 or 2 weeks. Hopefully he will have most of the information before his "2-weeks" starts
- b. Items in budget – *quickly reviewed, all generally agreed*
 - i. Included: necessary equipment, ie mechanical, lockers, gun lockers
 - ii. Not included: Furnishings – chairs, tables, conference tables, refrigerators, etc.
 - iii. Windows: benefits of double pane vs. upgrading existing to be reviewed
 - iv. Parking Lot Lighting not currently in budget
 - v. Painting the mansard – in project, but not in \$2M?

V. Plumbing Count Review – Joel believes we have met plumbing requirements *and maybe exceeded. Joel will review this with Mike Flickinger*

VI. City Identity – Guiding Principals

- a. Building Committee/City Staff, City Council, Public Works, Sustainability, Parks to contribute words, phrases and/or statements about City identity
(to date some have been: friendly, professional, fun, simple, young families, elderly)
Some words were given (friendly, family friendly, small town community, personal, responsive, walkable, trees, pretty, well laid out, convenience, residential, proximity) in the next few weeks, the committee should consider holding a committee, council or general public meeting to do an exercise where people vote on these and a final consensus list is given.

VII. Current Phase I Design Schedule (Tuesday lunch meetings) – *please note this a working schedule*

- a. November 10th – Ideally, Schematic documents given to contractor by Friday, Nov. 12th
- b. November 17th - Out of Town
- c. November 24th – Week of Thanksgiving
- d. December 1st – 1 to 2 SCHEMATIC DESIGN CONCEPTS due to Council for review
- e. December 8th – Initial Pricing finalized by Construction Estimator
- f. December 15th – CITY COMMENTS on Schematic Design, Scope and Budget
Start discussion on finishes
- g. December 22nd – (Friday is Christmas)
- h. December 29th – No meeting (many likely on vacation – Friday is New Years Day)

- i. January 5th -
- j. January 12th
- k. January 19th *Thurs. Jan. 21st DESIGN DEVELOPMENT PRICING DRAWINGS*
- l. January 26th – *No meeting, – sketch rendering(s) if necessary*
- m. February 9th – Final Design Development Pricing by Construction Estimator
If necessary for Structural/Civil, City to contract for Site Alta & Borings Survey
- n. February 16th – CITY COMMENTS
- o. March 2nd – Design Team Pricing for Phase II of Design
Figure 3 to 4 months for Construction Drawings once Phase II contract signed
Plus 1 month bidding; start of construction around August 1st, 2010