

**Meeting Notes**  
**City Hall Building Renovation Committee**  
**Roeland Park, KS**  
**December 1, 2009**  
**at Roeland Park City Hall**

*Added notes from meeting agenda to meeting notes in italics*

*(Attendees: John Carter, Debbie Mootz, Mayor Adrienne Foster, Chief Taylor, Councilperson Gregory, Mike Fickinger, Chris Stanton and Mike Briscoe (McCown Gordon), Joel Marquardt (GWHA))*

- I. Plan Review – Code Study
  - a. Plumbing Counts – Joel will verify calculations and counts with Mike./ *Joel and Mike will try to meet within the week*
  - b. 2<sup>nd</sup> Floor – Accessory Occupancy verification with Mike. *Joel and Mike will try to meet within the week*
  
- II. Schematic Design and Pricing
  - a. McCown Gordon Cost Projections
    - i. Base *(approximately \$2,000,000)*, basic Alternate prices *(approx. \$350,000)*(not including Sally Port)
    - ii. Sally Port Addition *(approximately \$300,000)*
    - iii. Phasing of Work *was included in the pricing by McCown Gordon*
    - iv. *A few items were not included. The main elements were painting of the Mansard (Joel thought previously it was quoted as approx. \$40,000) and building signage*
    - v. *It appears that with all options above, the City should plan about \$2,750,000 for the renovation.*
  - b. *Council Workshop Presentation will be on next Monday, December 14<sup>th</sup> with formal Council review to be on December 21<sup>st</sup>*
  
- III. City – Guiding Principals - future meeting
  
- IV. *Current Phase I Design Schedule (Tuesday lunch meetings) – please note this a working schedule*
  - a. *December 8<sup>th</sup> – Katrina to meet with Building Committee to discuss HVAC*
  - b. *December 14<sup>th</sup> (6pm workshop) – Pricing and Design Concepts to Council – Joel to present plans and Chris to present costs. Building Committee Meeting is scheduled for the 8<sup>th</sup>, although it may not be used. Council is likely to meet on this the 14<sup>th</sup>).*
  - c. *December 15<sup>th</sup> – Katrina to meet with Committee to review HVAC*
  - d. *December 21<sup>st</sup> Present Plan and Pricing to Council – Ideally Council Approval of Direction*
  - e. *December 22<sup>nd</sup> – COMMITTEE COMMENTS DUE on Schematic Design, Scope and Budget*

*Start discussion on finishes. The Council and/or Building Committee will have meetings as necessary so that decisions on Design Development scope may be made at the December 15<sup>th</sup> meeting. (week of Christmas)*

- f. December 29<sup>th</sup> – Meet to discuss Design Development Questions (many likely on vacation – Friday is New Years Day)- review Police/Court modifications and locker rooms, and possibly Council dais orientation.*
- g. January 5<sup>th</sup> – Review Council Dais orientation and initial finish selections*
- h. January 12<sup>th</sup> – Finish sample reviews and Council Room/Lobby elevations, Review reflected ceiling plans*
- i. January 19<sup>th</sup> – Possible Meeting*
- j. January 26<sup>th</sup> – Thurs. Jan. 21<sup>st</sup> DESIGN DEVELOPMENT PRICING DRAWINGS*
- k. February 9<sup>th</sup> – No meeting, hand sketch perspective if necessary*
- l. February 16<sup>th</sup> – Final Design Development Pricing by Construction Estimator  
*If necessary for Structural/Civil, City to contract for Site Alta & Borings Survey**
- m. February 23<sup>rd</sup> – CITY COMMENTS*
- n. March 9<sup>th</sup> – Design Team Phase II Design Proposal + 4 mo. CD's, + 1 mo bid (Aug.'10)*