

**MALABAR TOWN COUNCIL SPECIAL MEETING
AUGUST 30, 2007 7:00 PM**

This meeting of the Malabar Town Council was held at Town Hall at 2725 Malabar Road.

A. CALL TO ORDER:

The meeting was called to order at 7:07 pm by Mayor Eschenberg. The prayer and pledge were led by Council Member Mayor Eschenberg.

B. ROLL CALL:

MAYOR/CHAIR	TOM ESCHENBERG
VICE-CHAIR:	CHUCK McCLELLAND
COUNCIL MEMBERS:	NANCY BORTON
	BRIAN VAIL (excused)
	BOBBI MOCCIA (excused)
	PAT DEZMAN
TOWN ADMINISTRATOR:	BONILYN WILBANKS-FREE
ATTORNEY:	KARL BOHNE
DEPUTY TOWN CLERK:	CINDI KELLEY

C. ADDITIONS/DELETIONS/CHANGES – hearing none, the agenda stands.

D. PRESENTATIONS:

• **7:00 PM Dave Nagrodsky Architects**

Dave Nagrodsky of D.N.A. Architects came forward and made presentation to Council. He spoke of the project team and who it would consist of. Mr. Harry Hoskins would be the coordinator of the project; he was with the City of Melbourne as a Plans Reviewer prior to coming to D.N.A. Architects. The engineering team would be Construction Engineering Group.

Most of the work that this firm has done is office buildings, retail and condominiums. Mr. Nagrodsky has been involved in projects with up to 500,000 square feet of office space. He provided a few of the projects that he has worked on; the latest being awarded to his firm is the new City Hall for the City of Melbourne. The corporate office park at Viera consisted of three buildings at 30,000 square feet. The new city hall for Melbourne will be a five story building with a parking garage being constructed as well.

Mr. Nagrodsky is the architect for Paladin Shores off of US 1; he has worked on three projects within the Town of Malabar. During the hurricanes of 2004, Mr. Nagrodsky aided the fire department with their building. He has recently completed the Malabar Crossing; to be located behind Town Hall.

Mr. Nagrodsky advised Council that he has received a letter of recommendation from Jenni Lamb, the head of Engineering at the City of Melbourne. The drawings for the new city hall were provided to the Building Department at Melbourne to begin the review. The plans include some expansion now and the space will be filled as it is needed. It is out for bid at this time. Construction is to begin in September/October.

With regards to the budgeting and building costs, Mr. Nagrodsky advised that he can assist with this process. Some of the firm's strengths are that they listen to their clients; feels this is why the client keeps coming back to him. They also produce in a timely manner; he feels they have a strong sense of design. The hand-out provided shows numerous projects with pictures. A number of buildings have been designed by his firm in the Bayside Lakes community. Mr. Nagrodsky feels the construction document coordination is very important.

He will have the necessary meetings to get the project done. He has a list of clients in the hand-out for Council to review.

Tom Adams, structural engineer and principal of CEG, came forward and presented to Council. Their company was formed in 1998; all disciplines are under the same roof. Each principal has at least ten years of experience; most experience is with commercial and industrial construction. Mr. Adams has experience in Duvall County with hurricane facilities. The partners have had experience with this in the emergency operation centers within Brevard County. What does CEG bring to the table? The coordination done between the principals is done within house; door to door coordination. They listen to each other and to the client; preparing something to meet the client's needs. They are available from beginning to the end of the project.

Jake Wise, civil engineer and principal of CEG, came forward and presented to Council. Mr. Wise has done some project within the town already. He knows the land development codes; Council has emphasized land preservation. Their firm can assist with finding a site; they can determine the wetlands, gopher turtles, etc. Mr. Wise spoke of the preservation of the land; alternatives to parking surfaces with flexi-paving or grass parking. The design of the building is important; the bid should be concise and easy to understand; they can assist with this process. The firm can assist with getting the contractor and sub-contractors. Mr. Wise is very familiar with St. John's issues; works very well with them. He also has experience with FDOT as well. This project would be priority in house if they are awarded the project. All meetings were attended by Mr. Nagrodsky and Mr. Wise while the process is happening. He will also be there through the whole process.

Mr. Nagrodsky came forward to address Council with any questions they may have. He stated that if the town does not have a program plan with what the Town needs and the size of the building, for now and in the future, Mr. Nagrodsky can assist with this process as well.

Mr. McClelland asked about additional grant funds to assist with making this building a hurricane shelter. Mr. Nagrodsky stated he does not have experience with grant funds. Mr. Wise was not sure as to what would qualify; there are funds available through FEMA and the State for different type of hurricane projects. They have worked several schools in the area; they have received some additional funds to assist with this type of work.

Mrs. Dezman asked what schools in the area have you done? Mr. Wise stated, from a civil engineer's point of view, every school in this county. They have completed portable studies, new to small retention ponds, to ways to adding to parking lots and major additions. They have worked on Johnson Middle School in Cocoa, Stephenson Elementary School in Merritt Island; they continue to contract with the School Board. Did you do the design for Manatee Elementary? Mr. Wise stated they did not do this design; it was part of the Viera Complex.

Mrs. Borton asked about time sensitivity. We are still looking for the site for the building. Do you have a time constraint? Mr. Nagrodsky stated he is not busy at this time. If the project is awarded, he would start immediately.

Mayor Eschenberg asked if work could be done without knowing the actual site. Mr. Nagrodsky replied to a certain extent. Mr. Wise mentioned during his presentation that he would work with the Town if a piece of property is in mind. He would need additional information down the road, but as far as establishing site plan, parking and ingress/egress, this could be worked on. Mayor Eschenberg asked about green buildings. Mr. Nagrodsky stated he has been to classes but has not had experience in this as of yet. He is doing

some buildings around the Melbourne airport and the client wants them green. Mr. Wise spoke of a platinum lead project in Grant-Valkaria; it is to be one that people will look at for a

long time to come. He spoke of a Hoop System for septic, which is treated and then used as an irrigation system; he gave other examples regarding green buildings with parking surfaces, zero scaping. All of these things are much more environmentally friendly and they do have substantial experience in this area.

Mr. Bohne stated that one of the questions that the committee asked about was who would be available as the contact person and who takes care of the issues as they come up. Mr. Nagrodsky advised Council that he would be the person to contact; he will be at all necessary meetings with the Town and he will be on site during construction.

Mrs. Borton asked how well constructive criticism is received. Mr. Nagrodsky stated very well.

This presentation ended at 7:32 pm.

Recess at 7:32 until the next group comes forth. Meeting resumed at 7:37 pm.

• **7:30 PM Architects in Association Rood and Zwick, Inc.**

Jack Rood, president of Rood/Zwick, came forward and presented to Council. This firm has done a lot of work the various cities and towns; also with Brevard County with the local school system. They have designed a high school prototype; Titusville, Cocoa Beach and Bayside High Schools were built after this prototype. With the elementary schools, nine of the schools are hurricane hard shelters. They have also worked with Health First and Wuesthoff hospitals, the Brevard County Library system and the jail expansion at Sharpes. As the principal of the company, he will meet the client's needs and budget. Travis Kerr will be the project manager. The engineers for the project would be Sklow & Runkel as the building engineers; Post Buckley Shuh & Jernigan as the civil/site engineers; and Hall Bell AQUI, Inc. as the landscape architects.

At this time, Mr. Rood turned the presentation over to Travis Kerr. Mr. Kerr went over the design process: phase 1 is programming; phase 2 is construction documents; phase 3 is the bidding; Mr. Rood interjected the project delivery options as design/bid/award; design/build and construction manager (CM/CG), this is the way to go with this project as it shows what's constructible, the cost of materials and there is no mystery with the project. The fourth phase of the design process is construction administration. They have been consistently complimented during this phase. It is Mr. Kerr's job to make sure the building is built to specification.

During the programming phase, we would use group meetings with you and the appropriate committees to assist in identifying and organize what the Town is looking for in the building and space of the building. Mr. Kerr gave examples for this process.

During research for the Town's needs, Rood/Zwick found out that we have approximately 15 employees; we would also take into account for future growth. The Architectural Committee discussed that the Council Chambers would also be a part of this design. There were discussions about a police department being part of this project as well. We have had experience in stand-alone police stations as well as integrated them into other types of buildings. Your committee also discussed hurricane hardening the building and what it would take to do this. During construction documents and bidding stages on another project, it was determined that for \$400,000 the facility could be upgraded to a hurricane

hardened structure. The price includes generator backup for the facility. This firm has also had experience for providing hurricane hardened buildings. They can also assist with the selection of the land. There have also been talks of the possibility of a re-use; he used gave the Rockledge City Hall as an example. It's a possibility for a plan that we have that may work for your building. Until we have a user group meeting, we won't know about this.

Mr. Kerr went over the possible budget for this building based on 10,000 square feet. There are four categories of cost that we need to account for in a budget:

Budget – average budget cost of \$174/sq. ft. @ 10,000 = \$1,750,000.

FFE (furniture, fixtures and equipment) - \$25/sq. ft. = \$250,000

Wired/Wireless systems = \$100,000

Soft Costs @ 10% - 175,000

This gives us a starting point of \$2,275,000 to the project built and completely serviceable. One other category that we need to address before continuing is other costs. These costs are called owner imposed costs in the budget. For example, you have administrative, land or debt costs that need to be accounted for in the budget; at this point, we don't know, we just wanted to think about all the ways we need to discuss this building.

Mr. Kerr discussed the green and sustainable designs. We incorporate these standards into each of our designs, providing a more economic and environmentally friendly building for the community. It is a great way to preserve Malabar's rural landscapes, energy, air, water and reductive waste costs.

Rood/Zwick has had experience in all different types of architecture. We wait for input from the client and user meetings. We meet the needs, budget and schedule of the client. If we have a design in mind, the client can assist with this.

Mr. Rood came back to address Council with questions. He stated, with the complex presentation put together, they are ready and want to work on this project.

Mrs. Borton stated we are looking for the property for this project. How much time can you work with us? Mr. Kerr stated that any schedule can be worked with. He will always be able to be involved in this project. Mr. Rood stated they have experience with assisting with property location; a visual aid can be done when assessing a site to see if it is workable.

Mr. McClelland asked about their work load; the Malabar project won't be a problem? Mr. Kerr stated that one of the things not spoken about in the first presentation is that the work load varies and each project has a different amount of load. In the beginning, we know that we will have to have a lot of base time, weekly or bi-weekly meetings to get the program going. The information will be taken back and drawings will be created and brought back for input and approval. Once construction begins, he will be on site each week. Mr. McClelland asked about the availability of grant funds. Mr. Kerr advised that funds are available and the firm has experience with this. Mr. Kerr asked Mr. Rood to speak on this issue. The hurricane shelters done for Brevard County, some funds came from FEMA. We provided the costs and visual aids for the funds to be obtained. Some of the buildings that have been designed have been able to receive grant funds to upgrade the building. They have experience with the different hurricane aspects.

Mrs. Dezman stated that Malabar is more rural than Winter Haven; how do you feel about constructive criticism? Mr. Kerr stated they have a lot of experience in working with Council; they want to protect the community and get the most for the money. Mrs. Dezman asked if there is a group in the firm that can go after the grant funds. Mr. Rood clarified their grant experience; participation was successful in getting the funds. With regards to FRDAP grants, they have been successful with everyone applied for. He's not sure with a new building what can be applied for. Grants are not a challenge; it is figuring out what the reviewers want to hear from you and giving the best information back to them.

Mayor Eschenberg asked about the Crosswind project that came in at \$2,100,000; what was the total square footage? Mr. Kerr advised that it was 13,000 square feet. This was only the construction costs; you still have to account for the other three categories and the other costs on the client's side. Mike Williams, the contractor nailed the costs; he was great to work with. This was a CM/CG project; it's important to bring the contractor into this early. You will have to pay a little more, but the contractor will get all the competitive bids, making a truly competitive bid. This helps with keeping the animosity or aggravation of a low bidder out of the process of construction and puts the focus on what the real issue is; building a quality product.

Mrs. Borton stated her appreciation for the firm coming back to present to Council. Mr. Rood commented that more of the design team is present this evening than at the first presentation. He also thanked Council for the opportunity to work with them.

There was a recess at 8:10 pm for presentation to be broken down. The meeting resumed at 8:11 pm.

• ~~8:00 PM H.S.A. Architects Interior Design Planning~~

E. **COUNCIL TO DISCUSS AND RANK PRESENTATIONS**

MOTION: Borton/Dezman select Rood/Zwick.

Mr. Bohne makes a suggestion that Council rank the firms, even though one has withdrawn, rank all three firms as it follows the CCNA guidelines.

MOTION: Borton to rank the architects in the following order: Rood/Zwick is first, HSA second, D.N.A. Architects as third.

Mayor Eschenberg asked if she wanted HSA as her second choice even though they have withdrawn. Mrs. Borton stated yes to this. For lack of a second, motion dies.

MOTION: Dezman/McClelland to rank the architects in the following order: Rood/Zwick as first, D.N.A. Architects as second and HSA as third.

Mr. McClelland asked what the ranking was from the committee. Mr. Bohne advised Council that it was D.N.A Architects as first choice, Rood/Zwick as second choice and HSA as third choice. Mr. Bohne expressed his opinion; the first presentation of Rood/Zwick, it seemed like Mr. Kerr was over-taken by Mr. Rood. The committee got the impression that Mr. Rood would be the "go to" person because Mr. Rood dominated the presentation. The committee felt a little uncomfortable with this; it was a very close between D.N.A. and Rood/Zwick. Today, this was a much better presentation from them.

Mrs. Dezman stated that today the firm is clearly on target. It may have been with Mr. Kerr being ill at the last presentation; they went to plan B and may not have been as ready as this evening. She feels that this firm is almost on a city level; not a rural town level but they can service our needs. She thinks of them as being very different in atmosphere.

Mayor Eschenberg read into the record the opinion from Brian Vail. Mr. Vail was not able to attend the meeting this evening. He is going to go with the opinion of the committee as D.N.A. Architects as first choice, Rood/Zwick as second choice and HSA as third choice. He is basing his opinion on the qualifications of the committee members.

Mr. Bohne stated Mr. Vail is not voting; he is only stating his opinion.

VOTE: All Ayes. Motion carries.

Mr. Bohne stated that we have ranked the firms; we need to negotiate the contract. Who is to do this? We should pick a negotiation committee. Mayor Eschenberg stated that Bill Stephenson should be on this committee; Mrs. Wilbanks-Free stated that Debby Franklin, with her knowledge and background, should be on this committee; Mrs. Borton stated that the Town Administrator should be on this committee. Mrs. Dezman stated she would like to be on this committee. Mrs. Wilbanks-Free asked Mr. Bohne if a Council member, who will be voting, sit on this committee. Mr. Bohne stated this would be fine; the Council person would be negotiating the price for the firm's services not for building the new town hall. It was suggested that the attorney be on the committee as well. Mr. Bohne stated he needs to be able to make the meeting schedule. Mrs. Dezman stated that if Mr. Bohne isn't available, the have Mr. Real stand in for him. Mayor Eschenberg asked about the motion to establish the negotiations committee.

MOTION: McClelland/Borton to establish the negotiations committee of Bill Stephenson, Bonilyn Wilbanks-Free, Debby Franklin, Pat Dezman and Karl Bohne. VOTE: All Ayes.

F. ADJOURNMENT

There being no further discussion, **MOTION: McClelland/Dezman to adjourn meeting.**
VOTE: All Ayes. This meeting adjourned at 8:25 pm.

BY: _____
Mayor Thomas Eschenberg, Chair

ATTESTED BY:

Cindi Kelley, Deputy Town Clerk

Date: _____