

Village President Paul Beere called the meeting to order at 6:30 p.m. with Greg Beck, Ed Chart, Eric Johnson, Russ Kumbier, Bob Lancour, Mike Weinkauff and Peggy Shumway present.

Betty Novy, Clerk-Treasurer, was also present.

Presentation regarding option for the purchase of architectural and construction services: Jim Scherrer, Scherrer Construction

Jim Scherrer Sr. and Jim Scherrer Jr. addressed the Committee. They presented information on the differences between lump sum bidding and construction management approaches to public construction projects.

With the lump sum bidding approach, the owner selects an architect, the architect completes drawings, the owner creates and solicits lump sum bid packages, and the project is awarded to the lowest bidder (a general contractor).

The pros identified with the lump sum bidding approach are:

- Most understood method (traditional)
- Defined project scope
- Construction costs are fixed after bidding
- Design vs. construction issues are easily identified
- Easy to compare bid proposals

The cons identified with the lump sum bidding approach are:

- Adversarial roles of owner, architect and contractor
- Project viability is often uncertain until project is bid
- Price is not established until bidding is complete
- Little control on who will be your contractor

With the construction management approach, the owner selects both an architect and construction manager, identified as the equivalent of a general contractor, at the beginning of the project. The construction manager assists in estimating, pre-construction services, scheduling, etc. The construction manager creates and solicits lump sum bid packages.

The pros identified with this approach are:

- Construction costs are identified and predicted reliably early in design phase
- "Value added research"* is completed early in design phase and saves money
- Team approach
- Control over choice of construction manager – the municipality can select three or four to submit qualifications statements.

The cons identified with this approach are:

- Owner holds all subcontracts
- Each subcontractor provides performance and payment bonds.
- Owner has increased risk due to contractual obligations.

*"Value added research" was defined as the input a construction manager can provide on construction variables that impact cost, such as the placement and/or size of architectural features, brick sizes, flooring types, fencing, etc.

Beere questioned what items will be considered in the village hall project to determine what size of building is needed. Scherrer Sr. indicated the municipality works with the architect to decide what type of space is needed.

This is generally done through staff interviews. Novy reported this process had already occurred with the previous architect, and that she would provide copies of the results of that interview process with committee members.

Beere stated his opinion that the maximum capacity of the meeting room should be 150 people, with expandability built in for the future. He noted he could not recall a village meeting where more than 100 people attended.

There were questions regarding project costs. It was noted that the accuracy of construction estimates previously provided by the village architect had been questioned by several members of the community. Scherrer indicated square foot costs vary tremendously from one project to another. It was noted that, in the construction management approach, the construction manager serves as a check and balance to the architect. It helps to mitigate some concerns regarding estimated costs.

Like a general contractor, the construction manager provides the service of bidding and managing sub-contractors. If bids come in under budget, any cost savings go to the owner. In the lump sum process, any cost savings go to the general contractor. However, this also works with cost increases. Some variables noted that cause construction costs to exceed estimated costs were poor soils, remodeling older buildings when original building plans are not well documented, sewer costs, water costs, etc. A contingency is provided in the construction manager process to allow for these types of situations.

Jim Scherrer Sr. presented the committee with a sample "Request for Proposals" for construction management services noting that the City of Burlington had just opted to utilize this construction process and that Scherrer Construction had been awarded the project. The Scherrers' were thanked for the presentation.

Set date and establish agenda for next meeting

Committee members set the 4th Monday of every month at 6:30 p.m. as the standing committee meeting day and time.

Regarding the agenda, consensus of the committee was to discuss potential sites for the municipal building as the first item of discussion.

Novy reported there was still compensable time due to the village architect under previous contracts. She noted it would be best if the Committee utilized him for that time to provide consultation. It was decided that the second agenda item should be to discuss how to best utilize the architect's time.

Several residents who were present in the audience addressed the committee. Comments were heard as follows:

Edward Yanke, 109 N. State Street, stated his opinion that the current village hall is sound. He believes the village hall should stay at its current location and a building renovation process should occur that concentrates only on what is needed today, not future needs.

Weinkauf indicated the Village Attorney is counseling the Village to discontinue meetings at this location due to handicap accessibility issues applicable to public meetings.

There was lengthy discussion regarding what provisions are needed to accommodate people with disabilities and whether the Village has to comply.

Yanke invited Committee members to his house that Thursday night as an opportunity for residents to get to know their representatives. He also noted he would be calling Board members.

Richard Noel, 301 N. Front Street, questioned presentation of the village hall building referendum on the April 6 election ballot. He did not feel the ballot gave enough information or options.

It was explained that two public hearings were held at which printed materials were distributed and discussed on building options. A newsletter was also sent to all residents explaining the relevant facts of the village hall building referendum. These efforts were made to inform the public on the referendum question and options before the election.

Beere reported the current Village Hall is at capacity in terms of record storage- and more records are on the way from Racine County. Residents who were present in the audience suggested that all records be converted to an electronic format rather than pursue a new village hall. Novy reported records are not the only issue. There are also issues of functional work space for both regular and contracted staff that occupy the building.

Funding issues were discussed in terms of utilizing sewer utility funds for a portion of new village hall costs. It was also suggested that the Village should save until it can pay for a Village Hall outright vs. financing a portion of the project.

Terri Bates, 300 E. Spring Street, reported attending a recent meeting where there was discussion of the Western Racine County Sewerage District (WRCSD) imposing a sewer connection fee. She suggested the Village give its sewer utility funds to WRCSD so that they wouldn't have to charge a fee. It was explained that they are two different entities.

Charlotte Winters, 405 W. Front Street, questioned financing options. Beere indicated loans were available through the State Trust Fund and that a set interest rate was not yet available. They update interest rates quarterly. Winters questioned whether it was simple or compounded interest. It was noted that they offer simple interest.

Richard Noel, 301 N. Front Street, offered a final suggestion that building design accommodates three female to one male restroom.

Chart moved, 2nd by Johnson to adjourn at 8:08 p.m. Motion carried.

Respectfully submitted,

Betty J. Novy, CMC
Clerk-Treasurer