



POUDRE FIRE AUTHORITY
BOARD of DIRECTORS MEETING AGENDA
VIRTUAL MEETING

August 4, 2021
10:00 AM

Prompt, Skillful, Caring

*Requires Board Action


This special meeting of the PFA Board will be a virtual meeting. Instructions to join the meeting follow. Individuals who wish to make comments regarding items scheduled on the agenda or wish to address the PFA Board during public comment on items not specifically scheduled on the agenda must use the Q&A option within the meeting or send comments to publiccomment@poudre-fire.org. Your comments/questions will be read by a moderator and answered by the Board.

Please click the link below to join the Board meeting: <https://poudre-fire-org.zoom.us/j/83306639465?pwd=ck90dnYyUUUVtUVRkanFDL29zVDBQZz09>
Or Telephone: +1 346 248 7799 or +1 669 900 6833
Webinar ID: 833 0663 9465
Passcode: 102

PUBLIC COMMENT

DISCUSSION ITEMS

1. Authorization to Execute Contract Related to Station 6 Shop Construction *

	<u>DISCUSSION AGENDA ITEM SUMMARY</u>
Prompt, Skillful, Caring	Item #: 1 Meeting Date: 08/4/2021 PFA Staff: Derek Bergsten, Rick Vander Velde, Chris Hill

SUBJECT:

Authorization to Execute Contract Related to Station 6 Shop Construction

EXECUTIVE SUMMARY

Construction on the Station 6 Shop is expected to begin in August 2021. To facilitate the construction process now that the Guaranteed Maximum Price (GMP) for the project has been established, Poudre Fire Authority (PFA) staff is requesting that the PFA Board transfer \$195,765 from Reserve for Contingency, appropriate \$137,243 within the Station 6 Shop Remodel Capital Project, and authorize the Fire Chief, or his designee, to sign contracts, including those over \$85,134, for the Station 6 Shop Remodel Project.

DISCUSSION/BACKGROUND

PFA staff received updated project management plans on August 2, 2021, just following the PFA July Board meeting. The General Contractor's GMP for the project is \$2,365,102 bringing the total project cost to \$3,343,161.33, which includes a contingency of \$320,000 (10%), and other costs such as permit fees, architectural services, project management, materials testing, and Shop tools and equipment. Currently, permitting and review processes are underway, and it is anticipated that construction will begin prior to the August PFA Board meeting.

The PFA Board has appropriated \$3,147,397 (\$2,015,000 in 2019 and \$1,132,397 in 2020) within the non-lapsing Station 6 Remodel Capital Project for expenditure on Station 6 design and construction costs. Since the Station 6 Capital Project was previously (2019) the Major Facility Remodel Project, the Station 6 Project fund has \$58,522 appropriated, but not funded. Therefore, the requested amount transferred (\$195,765) and the amount being appropriated (\$137,243) is not balanced since there is already an \$58,522 appropriated; this will balance the appropriations with the funding.

Support Captain Mark Hettinger will act as the primary project manager for the Station 6 Shop construction process. He will be the Chief's main designee to sign Station 6 construction-related contracts for the Authority.

Staff is limited in its ability to begin the construction process until authorized to expend the appropriated capital funds for the Station 6 Shop. The purpose of Resolution 21-18 is to transfer \$195,765 from Reserve for Contingency, appropriate \$137,243 within the Station 6 Shop Remodel Capital Project, and authorize the Fire Chief, or his designee, to sign contracts, including those over \$85,134, for the Station 6 Shop Remodel Project.

STAFF RECOMMENDATION

Staff recommends adoption of Resolution 21-18.

FINANCIAL / ECONOMIC IMPACTS

Transferring \$195,765 from Reserve for Contingency leaves a balance of \$8,267,847 in that Reserve (18.7% of budget) and provides budget that aligns with the GMP for the construction of the Station 6 Shop.

ASSOCIATED STRATEGIC GOALS

Strategic Initiative 1 – High Quality and Innovative Core Services

ATTACHMENTS

- a. Resolution 21-18

**Resolution 21-18
Authorizing the Fire Chief, or his Designee, to
Execute all Contracts including those over \$85,134
for Station 6 Shop Remodel Construction**

WHEREAS, Poudre Fire Authority is in the design and construction process for Station 6 Shop Remodel; and

WHEREAS, PFA staff has submitted plans to Larimer County for approval and is in the permitting and construction phase of the project; and

WHEREAS, PFA staff has received the Guaranteed Maximum Price of \$2,365,102 bringing the total project cost to \$3,343,161.33 for the Station 6 Shop Remodel Project, which is \$195,765 shy of what the Board has appropriated previously for the Project; and

WHEREAS, PFA staff requests a transfer \$195,765 from Reserve for Contingency and appropriation of \$137,243 within the Station 6 Shop Remodel Capital Project; and

WHEREAS, the Intergovernmental Agreement forming the PFA requires that the Fire Chief seek authorization from the PFA Board of Directors to make expenditures greater than \$85,134; and

WHEREAS, the construction of the Station 6 Shop remodel will require contracts that will exceed the Chief's spending limitation, with a total projected cost of \$3.3 million.

NOW THEREFORE, the Poudre Fire Authority Board of Directors transfers \$195,765 from Reserve for Contingency (840.354010), appropriates \$137,243 within the Station 6 Shop Remodel Capital Project (841102900.569999), and authorizes the Fire Chief, or his designee, to sign contracts, including those over \$85,134, for the Station 6 Shop Remodel Project.

Approved this 4th day of August 2021 by the Poudre Fire Authority Board of Directors.

PFA Board Chair

Attest

Attachment: Resolution 21-18 (10534 : Authorization to Execute Contract Related to Station 6 Shop Construction)