

BOARD OF ALDERMEN

ITEM NO. D(2)

AGENDA ITEM ABSTRACT

MEETING DATE: May 1, 2007

TITLE: A Report on the Design Process of Fire Station #2 and Request to Authorize Town Manager to Proceed with Design Charrette

DEPARTMENT: Fire –Rescue	PUBLIC HEARING: YES ___ NO <u>x</u>
ATTACHMENTS: A. Resolution B. Envisioned Substation Design Construction Timelines C. Envisioned Charrette Process D. Public Meetings Schedule	FOR INFORMATION CONTACT: Travis Crabtree, 918-7349

PURPOSE: The purpose of this item is to authorize the architectural firm to proceed to the construction drawing phase (Phase II) on Fire Station #2 and a design charrette for public input.

INFORMATION: The architect for the Fire Station #2 project, Stewart-Cooper-Newell, has completed the design construction estimate portion of their contract (Phase I). During the regular Board of Aldermen meeting held on October 3, 2006, it was noted that actual costs for construction, contingencies and technology upgrades could be established after the architectural study was complete and any amendments would need to be approved by the Board of Aldermen. The next step is to set a date for the design charrette in an effort to gain public input. An estimated timeline after approval to move forward with the design charrette could be: one month to six weeks to hold the charrette, the creation of the construction drawings will take approximately 5-6 months after that meeting, plan review and approval by the Town of Carrboro and UNC will take at least 6 months, advertise for construction bids will take one month and 10-12 months for construction to be completed after the bid is awarded. The design charrette will provide a framework for creating a shared vision workshop to absorb collaborative ideas from all citizens and interested parties that participate, so that we might harness their thoughts and incorporate them into a feasible plan that working drawings can be produced. It is anticipated that the charrette will take place over the course of 2 evenings. The charrette will be directed by the architectural firm Stewart, Cooper & Newell.

The fire station project has been delayed several months due to working out details in the lease agreement with UNC and the State Property Office. The lease agreement was signed in December, 2006 and a complete program has finally been finished to show current costs. Additionally, five of the fifteen new firefighters have been hired and a sixth firefighter is proposed for July 2007.

FISCAL IMPACT: At this time, preliminary estimates indicate sufficient funds are budgeted (\$2,749,703) to design and construct the fire substation in accordance with LEED certification requirements. As outlined in the adopted Capital Improvement Program, the town plans to proceed with installment financing for the fire substation prior to construction sometime in the early spring of 2008.

A budget amendment will be presented to the Board of Aldermen in June 2007 to provide a cash advance to the Fire Substation project in the Capital Project Fund to cover any costs expended on the project for

architect or design costs. These funds will be returned to the general fund in the following year upon receipt of installment proceeds.

STAFF RECOMMENDATION: Accept this report and authorize the town manager to proceed with the design charrette and Phase II construction drawings.