

INSPIRATION SERVICES CENTER COMMITTEE

MINUTES

September 4, 2024 | 5:30 P.M via Zoom

Attendees: Jon Doyle, Doug Parris, David Besel, Chris Bolz, Rick Coldsnow and Tom Norton.

Members of the public: Holly Svetz

Quintessence: Jennifer Grant

Public Alliance: Geol Scheirman

The meeting was called to order at 5:31p.m.

The agenda was approved with the addition of finalizing a dollar amount for Board Liaison for change orders and the addition of Service Center Operating Committee Discussion.

The minutes from August 7th, 2024 were approved as presented.

Project Status

Mr. Doyle presented an update to the committee.

- Bid Process discussion:
 - Committee reviewed bid pricing and discussed next steps. Committee requested an informal meeting with the three lowest bidders for the project. They requested for the meeting that each vendor provide:
 - a breakdown of pricing by division and a schedule for the project.
 - At a minimum the super attendant and project manager be in attendance to test chemistry with committee members.
 - Committee looking to schedule this for Monday September 9, 2024 in the afternoon and Public Alliance will verify the venue with the committee.
- City Approval discussion:
 - Civil Construction Documents: Pending. Calibre Engineering has resubmitted the updated Civil CD plans incorporating the City's second round review comments. We await any final comments on Civil Engineering. Jennifer Grant will update the committee as information is available.
 - Building Department: Pending. Will be provided once a contractor is selected.
- Mr. Doyle will be recommending update to budget for the finance committee.
- Mr. Coldsnow discussed quality assurance testing that would be contracted through the District. Mr. Coldsnow will provide a scope for Public Alliance to get proposal from CTL who had done the work previously on this project.
- Committee discussed contract process, Public Alliance will review contract with legal for finalization as soon as possible for awarded contractor. Will need to verify if it is a AIA contract.
- Committee requested that vendor bid page be available to the Board for review. Public Alliance will send information to Board.

Change Order Approval Amount

- Committee discussed approval amount for the Board Liaison for change orders. After discussion they recommended \$20,000.00 to be presented at the Board meeting for approval.

Operations Committee

- Doug Parris updated that the Board was supportive of committee and will continue to get communication out to community for volunteers.

Schedule Update

- Mr. Doyle relayed the schedule – much will be determined on the selected vendor for project.

Public Comment - None**Action Item and Additional Committee Input**

- Public Alliance to schedule Monday September 9, 2024 meeting with potential vendor.
- Mr. Doyle to present \$20,000 authorization for change order for Board liaison at Board meeting.
- Public Alliance to get proposal from CTL for quality assurance testing proposal.
- Public Alliance to share bid documentation with Board.
- Public Alliance to communicate with Legal regarding notice process and contract.

Adjournment

The meeting was adjourned at 6:35p.m.