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ACC - MEETING AGENDA/MINUTES

Town of Lincoln

98 Old River Road, Lincoln Centralized Rescue/Learning Center



Centralized Rescue/Learning Center Project OAC					
MEETING DATE: MM 2025.2.18 (2025.3.4A)		LOCATION: Town Hall with Virtual		Issued By: Brian O'Connell	
ATTENDEES					
ACC		Brian O'Connell, Rick Weijlard			
Downes		Drew Serdakowski			
Town of Lincoln		Phil Gould, Chief Sean Thompson, Leslie Quish, Building Committee			
Kastle Boos Architects, and A/E team		Michael McKeon, Scott Mangiagli			
Subcontractor		As occurs			
additional distribution					
cc:		Glenn Ahlborg, Lee Matthews, Joe DeSanti			
DISCUSSION TOPICS					
2	Documents for Reference	Construction Documents			
3	Roll Call	Town of Lincoln and Downes Roll Call and Introductions - Building Committee, OPM Downes, Design-Build Construction Team			
4	Previous Minutes	Town of Lincoln review and approval of prior meeting minutes			
item#	Date	Description	Resp. Party	Due by:	Status
1.00	Design & Construction Updates				
1.19	4-Mar	<u>Groundbreaking Ceremony:</u> Lincoln March 7, 2025 at 1PM Lincoln - food truck or similar Downes/Lincoln Sent invitation, provide ACC with quantity of shovels and hats needed. Also would like a topping off ceremony (TBD) ACC Will provide gold painted shovels, ceremonial hardhats, dirt pile, display boards, and tent (or Town can provide) - ACC will coordinate with Town, including virtual meeting(s).	D-B team, Downes, Town	4-Mar	Open
1.20	4-Mar	<u>Digital Sign:</u> Finalize design through submittal process <u>Rescue 1 & 2:</u> Similar Plaque PEC, Station 1/2 monument @ EMS <u>RIE Credits:</u> Copy Ethan Belt/Leidos Station on submittals for M/P <u>Alert System:</u> Ron Zeberlein (Zetron) final package/proposal by 2/28 <u>CD:</u> Remaining packages bidding <u>Grant packages:</u> 304k. <u>Permits:</u> Awaiting DEM UIC approval, DOT, and NBC. Final Planning submitted, to be included in permit approval process. <u>Key and Core:</u> D-B to schedule (no district master key)	D-B team, Downes, Town	4-Mar	Open
2.00	Site				

2.07	4-Mar	DEM UIC - additional test pits 1/31. D-B to submit update. Update: D-B submitted DEM requested documents, Awaiting DOT, NBC approval	D-B team,	4-Mar	Open
2.09	4-Mar	Installing fence and gates, minor site clearing, prep for ground breaking and full mobilization (pending permit).	D-B team,	4-Mar	Open
3.00	CPF Grant				
3.01	Downes and Town to provide updates and team requirements for compliance and reporting. OPM budget by October 31, 2024 (OPM updated log 12/07, 12/20 report) update: single invoice (separated grant line items) potentially two checks to ACC (same day approval/delivery)		Downes, D-B	weekly	Open
4.00	Commissioning				
4.01	Downes Construction (OPM) is drafting an RFP for commissioning services for the Lincoln EMS project, for review/comment/approval by the Building Committee at the next meeting. SES on-board and D-B will provide documents, review, etc.		Downes, Owner	4-Mar	Open
5.00	Items for Discussion				
6.00	Schedule				
6.01	D-B team is coordinating design schedule and milestones with A/E and OPM, and will bring to next meeting. Team will revise schedule and update on any early packages, as required, after SD set review. Revised schedule presented 10/15 meeting. Update: ACC to provide updated schedule and 3-week lookaheads through construction		All	4-Mar	Open
6.02	Next OAC meeting is scheduled for March 18, 2025.		All	18-Mar	Open
7.00	Procurement				
7.01	Long lead items and status updates: early bid packages for preliminary site/foundtaions, structural, and electrical infrastructure. Update: E-Gear, 24 week lead. Bid packages: foundation and Structure by 11/15. Construction Documents bid packages out. ACC to update weekly		All	4-Mar	Open
8.00	Closed				
1.01	23-Jul	• Floor Plans - updates by KBA Meeting Room - will this potentially be multi-use and if so, are there additional power data, A/V infrastructure required/need to planned for? Team is reviewing and will incorporate enabling work and infrastructure for a secondary dispatch station. Plans with revised plans and additional updates requested	D-B team, Downes, Town	3-Sep	Closed
1.02	23-Jul	•MEP - Van Zelm to present design narratives for MEP FP FA - Town approved Option #1 VRF with Energy Recovery Ventilators and continuing with linear radiant heat for apparatus bay. No recirculated air in turn-out room	D-B team, Downes, Town	23-Jul	Closed
1.03	23-Jul	•RIE incentives: Which team members are responsible and what are we pursuing? OPM/Team to continue discussion and pursuit of these, Inflation Reduction Act. • RIE - Team met onsite with RIE and proposed/approved location for pole and pad mounted transformer. Due to PV, Converter and charging stations electrical room size will	D-B team, Downes, Town	6-Aug	Closed
1.04	23-Jul	•Structural - KBA and Odeh working with VZA to locate DOAS and other HVAC equipment in attic space to work with roof structrure, including clearances and access. Work on these units location, supports, utility, insulation, and ventilation requirements ongoing.	D-B team, Downes, Town	20-Aug	Closed

1.05	23-Jul	LULA - KBA is working with AHJs and Code to determine requirements and options, including variance. Potential impact: Accessible location and impact to floor plans on both levels; additional power requirements; first cost and maintenance of unit. A/E met with AHJ and submitted letter from ToL, this needs to be determined as to whether it will impact plans and cost will be determined.	D-B team, Downes, Town	3-Sep	Closed
1.06	6-Aug	Interior Materials presented: Additional acoustical treatment (ACT and Wall panel) will be provided as needed. Finalizing LCCA for apparatus flooring recommendation. Walk-off mats and walk-off CPT at vestibules.	D-B team	3-Sep	Closed
1.07	6-Aug	Construction related: wire mesh v. fiber in concrete- Cost/feasibility presented at 9/03 meeting. Switch Gear: 800A gear approximately 24 weeks (can be ordered this year if needed).	D-B team	3-Sep	Closed
1.08	15-Oct	<u>Floor Plans</u> - updates by KBA Lula: Shown on Plans, Variance Appeal submitted 9.04, priced as add/alt for SD. Update: BCSC Mtg. 10/10 @ 1PM, KBA to attend. Variance failed to pass, 5-4 vote, LULA to remain. Closed <u>Plymovent</u> : 5 units from Rescue 1&2 to be reused at new EMS, ACC to contact ACS NE. Update: Contacted Chris Roche and he is <u>Multi-Use Room</u> : created to satisfy ADA accessibility. Update: Pending ADA 10/10. See comments 2nd Floor, not required. <u>Generator</u> : remaining outside in island adjacent to apron. Closed <u>Apparatus Flooring</u> : 25 year flooring in base, team will evaluate as required for GMP. Closed. SD: 9.13 submitted, schedule page turn with Downes/Town. D-B	D-B team, Downes, Town	15-Oct	Closed
1.08	15-Oct	<u>IT</u> - met on 9/10 D-B to distribute MM <u>Town requests</u> : Lightning protection for system, Digital Watch Dog for camera/NVR system, Fiber connection from Town Hall-EMS and from EMS to Vendor cable at street (Ocean) 911/internet (see option below). 4 outlets in Meeting Room that are on Gen. UPS with temp	D-B team, Downes, Town	15-Oct	Closed
1.09	15-Oct	Elevations - updates by KBA <u>Siding</u> : Consolidated "Souix City Custom" met w/General Approval along with white, wood look, siding and PVC or similar trim. Update: KBA to confirm site lines from TH to roof deck. KBA to present sketch	D-B team, Downes, Town	15-Oct	Closed
1.11A	15-Oct	Page Turn notes: Town requests a 6' tall black vinyl coated, with black slats, chain link fence at rear of property to screen from Water Dept. yard. DD Town Engineer and D-B team will communicate w/Water Dept. re: their security requirements for fencing. Town update Town requests site signage coordination meeting to review all	D-B team, Downes, Town	15-Oct	Closed
1.11B	15-Oct	<u>Mezzanine</u> : floor lowered 10'-4" AFF, 4' wide access gate and adjacent wall/floor mounted Jib Crane (500lbs capacity?) DD <u>Storage/Bunk Room</u> : Include lockers in FFE package DD <u>Deck</u> : Add hose bib, and gas "T" (with access panel for future use). DD <u>Med Storage</u> : Review requirements for securing and refrigeration of	D-B team, Downes, Town	15-Oct	Closed
1.12A	12-Nov	<u>Digital Sign</u> : Received Design and Budget (42k)-Approved? Team to include in DD. KBA/LA to layout site signage type/location <u>Rescue 1 & 2</u> : Plaque size/status? Plymovents, see schedule. Weekly check-in. <u>RIE Credits</u> : ACC submitted MM. 2 paths for incentives, Ledos recommending 1. KBA to send Karl Jarowski DD, including MEP	D-B team, Downes, Town	12-Nov	Closed
1.12B	12-Nov	<u>Fencing</u> : Slat fence to extend to Water Dept. Building <u>Mezzanine</u> : KBA to confirm capacity of lift. Closed. <u>Station Alert System</u> : Confirm Symposium, speakers (ability to mute), and screens in Bay. Symposium compatible with Zetron. Met w/Zetron, MM sent. System has many options including CAD functionality. R1 & R2 distinct sound/color, etc. A/E/L needs to	D-B team, Downes, Town	12-Nov	Closed
1.13A	12-Nov	<u>Built-in/FFE</u> : 24x24 lockers approved. Storage 223, 3 stack 18x36 storage caddies-KBA to ver. size and layout inside room. Kitchen Island and dining table, make same height, uniform chair height for larger group sit-downs, small island sink. Color/materials boards presented at future meeting. Bottle filler for second floor. Town requests glass white boards	D-B team, Downes, Town	12-Nov	Closed

1.13B	12-Nov	<u>AV/Digital/Access</u> : EMS would like monitors in kitchen/dining connected to dispatch (Zetron?) so calls will pop-up on screen. Monitors/Pads/Screens/etc. for Zetron-EMS and team needs to define exact locations and monitor type throughout building on plans. Key fobs (not cards) for access control. KBA/EMS confirming final access control plan per meeting (See MM). Confirm w/Chief Fisher FA line	D-B team, Downes, Town	12-Nov	Closed
1.14	4-Mar	<u>Digital Sign</u> : Updated design need to finalize color and finish, incremental cost increase ok. KBA sign package including code zoning) for 12/11 submission. Per code/ordinance, government signage does not require permit. Closed <u>Rescue 1 & 2</u> : Weekly check-in. <u>Burt Stallwood, Similar Plaque as PEC, Station 1 or 2, dig-up-bring monument over to new EMS</u> <u>RIE Credits</u> : Ethan Belt/Leidos confirmed 12/31 Path 2, awaiting Town response/signature. Signed forms submitted. <u>Sent CD set</u>	D-B team, Downes, Town	4-Mar	Closed
1.15	7-Jan	<u>Built-in/FFE</u> : KBA to update Kitchen, LLC, and Bottle fillers. <u>They would like gym equipment included.</u> <u>LLC</u> : See above re: interior elevations. <u>AV/Digital/Access</u> : KBA to update on Zetron/Monitor location plan and finalize access control plan. FA/IT cable/fiber into building. <u>Toilets</u> : Can one of the toilet rooms only have a urinal (ver. code)	D-B team, Downes, Town	7-Jan	Closed
1.16	7-Jan	<u>Interiors meeting</u> : Metal Plaque-ToL Logo; extend wood ceiling into hallway?; color/finish options for large wall tile; options for equipment-cardio (bike/row/tread), rack (dumbbells/plates), and smith/bench; floor outlets in conf./LLC, town to mark-up; verify podium or closet for AV; large flat panels synched (video wall) v. projector and screen; change wood slat wall to perf panels (or sim for acoustics) in lieu of slats	D-B team, Downes, Town	7-Jan	Closed
1.17	4-Feb	<u>Interiors meeting</u> : 1/16/2025. Architect to present approved materials/colors/finishes from meeting and update drawings and	D-B team, Downes,	4-Feb	Closed
1.18	18-Feb	<u>Lightning Protection</u> : included in CDs with delegated design requirements by vendor/supplier/installer	D-B team, Downes,	18-Feb	Closed
2.02	23-Jul	There appears to be a small open conduit from the west side of Town Hall to the light pole oppsite, adjacent to EMS project, and	D-B team, Downes,	Varies	Closed
2.03	6-Aug	Message Board: Needs to be shown in exact proposed location and size (see Town regulations). Sign at HS to be reviewed	D-B team, Downes,	3-Sep	Closed
2.04	15-Oct	<u>Lot Merge</u> : Town/OPM are working with Canavan to merge TH and Water Department lots. <u>Downes to update, survey/doc complete</u>	D-B team, Downes,	15-Oct	Closed
2.05	12-Nov	<u>Lot Merge</u> : Process underway, KBA providing updated drawing paper sets 11/12 (with required calculations).	D-B team, Downes,	12-Nov	Closed
2.06	10-Dec	<u>Water Tower</u> : The Water Department is in early planning to replace their water tower, which could impact their parking. We will monitor	D-B team, Downes,	10-Dec	Closed
2.06	7-Jan	Lot merge approved, awaiting DEM UIC Concrete Apron-extension is add/alternate	D-B team, Downes,	21-Jan	Closed
2.08	18-Feb	IT conduit from TH to be replaced per TOL IT. TOL requested add striping during site mobilization (need parking) - review back of	D-B team,	18-Feb	Closed
5.01	Town to adjust radius for truck access to salt barn to avoid the edge of the new parking lot for EMS building. Team will coordinate with Town.		All	6-Aug	Closed
5.02	Spend categories and timeline to confirm \$600k end of year spending - Digital signage, Early packages, CM/A/E fees. Funds likely to spent on other work. No change		Downes, Owner	26-Nov	Closed