

**SAS Board Minutes**  
**August 28, 2018**  
**338 Hawthorne Ave. NE**

**Present:** Ray Temple, Tim Johnson, Michael Babbitt, Carolyn Homan, Doug Spencer, Lowell Spring, Maureen Leong-Kee, Judy Brunkal, Laurie Buswell, administrator  
**Guest:** Graham Evans-Peters, USFWS acting manager, Ankeny and Baskett Slough wildlife refuges

**Call to Order:** Ray called the meeting to order at 6 p.m.

Ray said the agenda included several topics related to Nature Center expenditures, funding and related concerns the Design Management Team has confronted. He shared a Nature Center Cost Reduction Worksheet based on the approved \$600,000 project budget plus another \$61,000 approved in October 2017 by the SAS Board, matched by the Service's \$30,000 for full project design. In addition SAS has allocated a \$66,000 contingency set-aside and up to \$10,000 for insurances required by the agreement.

Graham began with a review of decisions that have led up to the beginning of construction in recent weeks:

- The lone Request For Qualifications response from Dalke and Carlson/Veit out of 8 firms contacted
- The Service hiring Scott Roberts as project manager. He will be on board for project oversight for the duration and interviewed Dalke and Carlson/Veit just as if there had been multiple responses. Scott had no concerns and found the applicants to be competent, local, responsive to sustainability issues, etc.
- The recommendation from Dalke to go with an "open bid" contract, which prevents a higher front-end bid to cover contingencies. Since Dalke itemized every item in their bid, the Design Management Team was comfortable with that approach and felt it offered more flexibility. Also, the current construction market is very tight and the contract's 9% profit margin was fixed.
- During design process, February to June, costs were on the high end of budget. As soon as project pieces went out to bid from subcontractors, cost overages began to appear. The total is now \$109,000 over estimate for several reasons – demand is exceeding supply; the recent tariffs have raised material prices; Davis Bacon wages are a factor in some cases, especially the steel roof.

In dividing up the \$109,000 overage, the Service is pushing on some items, he said. The metal roof is an expensive line item FWS favors and they are willing to contribute \$30,000 from next year's budget to offset the overage because of the long-term benefits of this feature.

Other overages and cost reductions proposed: The under-highway bore for power – FWS contributes \$2,000. Graham said this is important looking to the future project phases.

Concrete finish – With a change to stencils rather than stamped concrete, a \$2,210 cost reduction

Rigid insulation materials/installation – Can be eliminated; \$8,111 cost cut

Homosote tackable wall covering – No cost saving to switch to fabric-covered panels; no change

Interior wall treatments – \$3,878 cost saving to eliminate wainscoting not deemed significant enough; no change.

Exterior siding/trim – Cedar deemed an important aesthetic by FWS; will contribute \$10,000 toward this.

Interior/exterior painting – Decided to eliminate from this contract and rebid because only a couple of bids received in this round.

Fire alarm – Thanks to research by Scott Roberts, this \$10,500 expense can be eliminated because of the "assembly" occupancy usage deemed appropriate for the facility. Other occupancies, such as education, would have required the more expensive alarm.

Doors, hardware – Subbing a different manufacturer to save \$6,620.

Drywall – Subbing a level 3 finish for the original level 5 to save \$2,365.

The savings result in a \$35,364 SAS contingency set-aside request. That, plus \$42,000 contributed by FWS, brings the final budget to \$692,476. Graham estimated that FWS contributions to the project so far, covering the traffic survey, design site development, roads, etc., total \$1.5 to \$1.6 million.

The remaining wild card is the well, being dug by Peregrin Marsh, down the hill from the Center site. Cost estimates are around \$6,000. Doug noted that Dalke is donating the trench to the Nature Center building

up the hill from the well site. The positive of the well site at Peregrin is that the Doug Marshall classroom will be adjacent when it's finished.

Ray said the \$692,476 is close to the final figure that Dalke cannot exceed. The well is the outstanding item. Michael moved that the Board approve transferring funds in the amount of \$35,364 up to \$45,000 to cover well costs from the contingency set-aside to availability by Dalke. Tim seconded. Motion passed unanimously.

Graham also discussed the Center's eventual use and operation in light of concerns raised about who is responsible. The original Memorandum of Agreement outlined some facility uses and operations but it was never executed after the Service solicitor said a Facility Operation Agreement is required and that it would have to spell out the details. The document still is being worked out. He said the Design Management Team will switch its focus to the Facility Operations agreement this fall once the Design/Build phase is in hand. The agreement should take the Center through the first 5 years of operations. There are a number of issues that will need to be interpreted, such as security clearances re: federal computers. This won't apply in Phase 1 but will still need to be in the agreement.

Doug suggested renaming the DMT the Facility Management Team at some point as the project transitions. Ray said he has invited the Service's Samantha Bartling to the September Board meeting to talk about future roles in the Center.

Tim noted that SAS has obtained two insurance policies related to the construction – a \$1,251 general liability policy and a \$2,341 builder's risk policy good through Dec. 31. Ray said that the builder's risk is in effect while materials are in SAS control. We need to convey that to Dalke ASAP and will pro-rate the policy extension as necessary.

Thanks were extended to Graham and the Service for the invaluable partnership that has resulted in construction of the Nature Center.

## **NATURE CENTER ITEMS**

**Potential bond funding for Phases 2-3** – Ray shared a print-out of an earlier email to Board members about his conversation with Laura Lockwood-McCall, director of the State Debt Management Division. She volunteered to help explore state bond funding for the Nature Center. He estimated \$885,000 to complete Phases 2, 3 of Gehlar Hall and \$633,000 to construct Dave Marshall Classroom. Laura said the amounts are not large in the scope of state bonding. That the Center is on federal property could be a complication but not a deal-killer. Other issues: Legislators generally are more enthused about funding direct education facilities (Phase 1 or 4) than support components (Phases 2, 3). Dave Marshall classroom seems more fundable, to her; we could approach Georgia Marshall about funding some of phase 2/3 if we can get Dave Marshall classroom funded by the state.

Ray said meetings with legislators, perhaps Peter Courtney, would be necessary before the 2019 session. Tim shared his concerns about the obligation to the organization while taking on the management cycle of the Center's first phase. Doug suggested talking to the Friends of the Refuge group re: management help. Ray said he will follow up with Doug and David Landkamer, president of the Friends group, about how operations of the Nature Center might play out between the two organizations, along with the Service.

Ray said he is willing to work on the bond issue through May, when he will retire from the SAS Presidency and take on a different role. He proposed continuing on the DMT with non-signatory authority; joining a newly constituted SAS Conservation Committee with David Harrison and Joe Youren, who has moved here from Lincoln City.

**TREASURER'S REPORT** – Tim said SAS may finish the year without drawing any money from savings. He said expenses are up, but donors have responded. Some details – The Bottle Drop program has netted \$709 so far.

We earned \$1,800 from the bag donation program at Life Source, he said he will work with Life Source to remain in that program;

The Year of the Bird has drawn about \$1,000 in commitments that he knows of.

### **PREVIOUS MONTH'S MINUTES – Carolyn**

Carolyn asked for approval of the June minutes as submitted Doug so moved; Michael seconded. Motion carried

#### **Review of Action Items –**

1. Nature Center article, Ray – He wants to do this for November Kestrel, not October and include a photo of construction progress.
- 2) Re: Service burning prairie at Ankeny Hill – Ray talked to Graham and emailed Board about it.
- 3) Saturday Market participation – Too late for this year but seems like a worthwhile endeavor for next season.

### **UPDATES**

Re: by-law language addressing inappropriate conduct by volunteers, Board members, etc. – Tim is taking a course through our insurance carrier and has suggestions for steps re: complaints, including forms.

**Action item: He will bring suggested language to the Board in September.**

**By-laws –** Ray has some things to share and **(Action item:) will email the Board**

**Next meeting –** 6 pm., Sept. 25, 2018 at 338 Hawthorne. **Note: We will have meetings in October and November as well.**

**Adjournment –** 8:30 p.m.