



Tribal Council Workshop Information

Workshop Title: Ko-Kwel Wellness Center Project Update	Date of Workshop: 1/21/2020
<input checked="" type="checkbox"/> Open Workshop <input type="checkbox"/> Continued from previous Workshop – Date: <input type="checkbox"/> Closed Executive Workshop	
Presenter's Name, Title and Department: <ul style="list-style-type: none">• Mark Gagnon, Chief Financial Officer• Mark Johnston, Executive Director• Fauna Larkin, Operations Department Director• Kelle Little, Health and Human Services Administrator• Eric Scott, Project Manager	
Guest Presenter(s), Title and Agency (anyone not associated with CIT): Chris Edge and Allen Purdy of S+B James	
Note Taker for Workshop: Anna Chavez	
Brief Description (provide outline of discussion points as well as questions you need answered by this workshop): Review and discuss draft GMP in anticipation of Tribal Council Resolution on 1/23/20. Review update on legal documents and resolutions.	
<u>Workshop Attendees</u> Tribal Council: Linda Mecum, Brenda Mecum, Kippy Robbins, Randy Hunter, Chief Don Ivy Staff: Mark Johnston, Fauna Larkin, Eric Scott, Chris, Allen, Gary Leva, Eric Metcalf, Anna Chavez, Kyle Viksnehill, Anne Niblett, Kelle Little, Mark Gagnon, Lon Metheny, Clark Walworth, Brett Kenney Others: Chris Edge and Allen Purdy	
Workshop Summary (provide outline of discussions that occurred): Today's purpose is to approve the KWCP Draft GMP for Tribal Council motion during their meeting on 1-23-20. Each item cannot be fully discussed because of the amount of information as the DT met with SB James from 11-6:30 pm. Brett Kinney doesn't have documents to review at this time, so we use more of the time with SB James today. The KWCP Decision Team would like to have SB James to begin work early so we will need to have funds available then pay back from QualacB. Allen Purdy, President of SB James provides an introduction. This project started almost a year ago. We	

are ready to present a balanced Draft GMP budget for Council review. We had to get creative to get to the GMP budget number we were aiming to achieve. During the bidding process, SB James advertised around Oregon and California, and reached out to Tribal members. Tribal members did not bid due to the size of the project.

PVC membrane roof has been decided upon with a 25-year warranty. Aluminum windows were minimal used due to the corrosive salt air. For exterior windows, vinyl is the better choice. Those storefront/courtyard windows that do have aluminum will have a thick finish. The finish will always be anodized and not have to be painted. We also selected stainless steel screws and anchoring to minimize maintenance.

We did not get local landscape bids but we went with a Salem company. We will reach out to local landscaping people to see if we can reduce the landscape budget. Drawings should be ready by mid-March, so we will be ready to mobilize to start work mid-March also. Eric S commented there may be some site work done before that on pile load testing. Fauna said we have to decide to do pile drive testing, we need to decide now so we can include communication in the Tribal newsletter. In February, we would come with a communication plan for the March start timeline. Wheeler is almost done pushing the cranberry debris materials from the side along with space for debris from SB James prep work. When the road is dryer, Wheeler will haul this out at a later date.

Allen said the draft was updated last night so if there are any discrepancies just bring them up and we will get it changed.

Chris went over the roof questions related to flat roofing and slope. The drawings were for structural workers and would also include tapered sections and insulation to create an actual slope. The original TPO membrane roofing was in the RFP. TPO is the gold standard because it is less expensive, PVC is the gold standard for quality but is usually more expensive. The local contractor bid this project with a preferred PVC and came in with a bid lower than the TPO. We went with 60 mil thickness with a 25-year warranty that has no manufacturer's limitations. Allen said it is still heat fastened (welded). Anchors will all be covered with heat welded material. There are several options for color also. Chris gave additional details on how the roofing is configured and insulated from above. There will also be walk off mats to allow for access to mechanical units. We also asked for tie offs so staff can be on the roof to pressure wash. Allen said around the courtyard there will be a lower roof that will hide mechanicals behind a parapet. Fauna reminded everyone that this information is in the 50% DD in the s-Drive. Chris explained the water collection areas around the courtyard and how it will have interior roof drain to remove it. Storm drain line will also run out to irrigation pond to the north. Randy asked about maintenance on roof and scuppers. Eric S said there will be potentially times to clean the roof due to debris from wind but there are no large trees near the building. Chief Ivy asked about the downspout system. Eric S said that there are perimeter gutter systems. Chris said there are exterior gutters that feed into the main downspout. Changing mil thickness may allow for additional color choices on the roof but it will add an estimated \$4500 to the roof costs.

Amendment #1 Consensus document has been through legal and has all the design and construction. Right now, SB James is under contract for design so there are only two pages included. There is a summary page of our estimated spreadsheet. Green areas identify the changes that were made yesterday by the KWCP Decision Team to get to the balanced draft GMP. We are bonding all the subcontractors who bid at \$150,000 or more. Since they will each be bonded individually, we asked Brett and the lenders if we could remove the General Contractor Bond, which saved \$80,000. Discussion around bond payments and releases. Fauna said the reminder is this is a reduction we saved to get a balanced GMP, but if more money comes in from other avenues, then we can readdress the GC bond.

Budget line items that were changed last night are in green and reviewed. The job site trailer was \$36,000

so we decided to use the conference room at CHC. Fauna said that will be a disruption to CHC. We may have to move people out of the Cranberry maintenance shed behind the CHC to make two offices and work space available for SB James.

Removing the trash enclosure was a savings. We can frame the trash can in, but not use masonry and a roof for considerable savings.

Woodwork, accent walls, was removed so the Tribe can provide materials on their own for areas like the corridor or reception areas. This could be labor and sourcing, milling wood, and working with contractors on where materials should be added. This saved \$60,000 on the Draft GMP budget. Fauna said this can include the reception build-ins and maybe ceiling or walls in the Community Gathering space. We were looking at things that could be reduced that would not affect opening on time. Chief Ivy said if we make the decision now that we want wood touches, we have plenty of time to get the wood ready. We have to make the decision on where those touches would go when we complete the design finalization by March. This conversation would need to include NRD (Darin). Chris said the walls will be structural metal studs, plywood, and then gypsum which would support any kind of planking we decided upon.

Concrete was bid by SB James but they were not low bid.

There will be sufficient sound buffering in rooms that require it. Community Gathering room has sliding wood doors but the central folding partition to separate the rooms was removed from the budget. The cost to include a frame, soffit and accordion door was significant, saving \$28,000. The changes to the room plans are not something the KWCP Decision Team wanted to do and we understand these changes reduce the building's functionality. However, we may be about to find grant funds later to improve the functionality later. This was more of the softer services such as cooking classes, they can still occur but being able to shrink the room will not be included. The built in AV equipment be removed so we will use a mobile AV unit. Tribal Council workshop could be supported but not Tribal Council meetings. In the future we hope to add the components to make it more functional. Changing outdoor patio doors to windows will save additional dollars. The patio off community gathering can be padded at a later date. Fauna said the Operations Team can put in doors and pour concrete in the future. Chris also said that as we get farther into the construction and find we are using less of the contingency percentage, some of these items that were removed may be readdressed. The Draft GMP had \$500,000 that needed to be reduced to balance for Tribal Council review.

- Chris said the windows that are going in will match the size of the storefront door so the framing is there to put doors in later.
- Exterior window options have been changed to vinyl with color frame options.
- Walk off mats at the main entry, east and west entries. These will still have mats but not the extra thick ones first recommended.
- Deleted the flag poles as this can be done by Operations later.
- Exterior window shades were removed. Chris said we could get a vendor at a later time to put up shades.
- Bike racks were removed to save \$3,000.
- We were missing a drinking fountain and that has been added back into the budget and accounted for.
- The water feature plumbing is staying but the feature isn't identified.
- EV car charger removed but conduits can be put in for the future. Fauna said we also have money for an EV unit through a grant already secured.

We also need to find out if the dental gas will have to be hard piped or if it can be stored gas. The plumbing for all seven dental chairs is already included. We are not sure if there will be 4 or 5 chairs ready

at opening, but the plumbing for all 7 will be included.

Audio Visual for the Community Gathering space was removed to save \$42,000. Fauna said that Russ has explained two types of AV wiring. There are drop downs and wireless mics. We have to think about what we want to have wiring for before we build it in. Russ previously relayed that he wanted mid-level wiring. Fauna said we need to note the expectations from Tribal Council about what they want to use this room for so we can wire to accommodate in the future. Do we want to add money back in for labor to pull wire through? We could get a quote from contractor to put in wiring conduit depending on how Tribal Council wants to use this space. There is also the idea that this technology may go completely wireless. We need to get a breakdown from SMEAD. Chris will verify if \$6000-\$10,000 would be enough for some of the infrastructure design. Fauna said we need to get the Draft GMP out for Closing so we need to decide on it today. Allen said we have time to add until we start pouring concrete. Allen said a receptacle with a cover would be enough to add later. Fauna said to do this, we would need to add in \$10,000 and remove it from a different place to balance.

The Panic System quote is also the public address system. We used to have a phone system that would do the public address but this is not an option for the Iwatsu phone system in place. It would be good to have communication for the whole medical department but not throughout the facility. A panic button would allow for emergencies to be directed quickly to security. We don't have this capability now, but it has been brought up in the Safety Committee meetings. In this new building, we wouldn't know from one end to the other if something was going on. The other option is to buy a different phone system that has public address. Chief Ivy said this is a necessary if we are also going to be a Tsunami evacuation site.

Access Control- originally SB James sited 12 key card doors but we needed more. We increased it to 23 fob doors. Russ and Fauna went through and identified every exterior door have a fob lock. This would reduce the need to change the locks when staff leave. Areas like the mail room and staff areas would also be fob locked. If it is a room only one person needs, they would be lock and key. Chris said the SMEAD allowance is actually at 41 so we can look at reducing the quote if needed. Fauna said we need to hold on talking about access control to see how we want to use that money.

Fauna said we also asked for emergency alarming for only the Pharmacy. The reasons include:

1. When a door doesn't close all the way, Duke gets the phone call that an alarm is going off. They call down a staff list if he isn't available.
2. Staff can set the alarm off on other staff which is a problem in a large building. Some medical staff may be working late and we would have to set separate alarms in different locations. It would cause a confusing process. We want to know if someone is trying to break into the Pharmacy so it makes sense to put Window Break security at the Pharmacy. Chris said the usual process is to have alarms on exit doors and targeted to areas that there are things to be taken. We don't usually put in Window Breaks throughout a building. Another option is to put in motion sensors to see if someone is walking through the building. Mark J said the addition of security staff for KWCP and Learning Center will also be a security function. There will be lots of cameras in place and they cover all areas in the building. Chris said the cameras are continuous loop cameras with back up.

Landscaping includes plants and irrigation. Chris said they went through five building exchanges and we ultimately received bids from Salem and Eugene. One of the bids included a soil import from Rexus in Eugene because our soil is not good. We want to go through and look at trying to get some local landscaping. Then we made assumptions that we could reduce \$55,000 out of that budget. Fauna said we want plants/grassy that grow well in sandy soil and have low maintenance. We also want succulents and rocks, maybe less shrubbery. Doesn't make sense to truck in soil to grow crabapple, which is native but not compatible with our sandy soils. Fauna said we have had a hard time securing landscaping contracts locally because there is so much work available and the companies locally don't tend to last. Lon said the

landscaper used for CIHA doesn't need any more work. Agritech has dirt and top soils that they will deliver. They may be interested in this work but they may have a limitation to the jobs they take on. Fauna said landscaping needs to be a work in progress. We have still preserved some of the money for landscaping but we are going to move to local options.

Eric S said pile load testing came in today \$10,000 over budget. We also need to lock in dental equipment pricing so we don't have change to the budget. Fauna asked Mark G if we could purchase dental equipment before Feb.1 if QualacB money is not available. Mark G doesn't see that as an option, but he would need to consider a solution.

We need to see if we can shave \$10,000 from the budget in the Access Control area as they quote was for more fobs than we identified.

Preconstruction budget is reviewed by Chris. The savings are outlined and the net effect savings. This is the snap shot of construction costs. Brenda would like to talk through potential challenges. Chris explained that SB James has gone back and forth with the early design work so there was additional charge for Sam Uccello's time. The rectangle design is the 8-week of general conditions.

The pile load test to see if the 4-inch diameter pipe load vs the 3-inch load. We want to see if load capacity changes how many we will need. Eric S said that DOGAMI is suggesting we have rigorous seismic codes they support. Chris said there are many piles in the design, but this is a unique structure that is being built on a former cranberry bog. Eric S said we may have more uniform subsidence in the event of an earthquake. Allen said that it may not be cost effective to have a pile study because we would only be saving around \$40,000 on the budget while the the study is \$22,000.

Fauna asked where we landed around the Community Gathering room: Chris said we decided on barn doors. Allen said he thought we put in metal doors. Chris said we are open for discussion based on savings. Fauna would recommend pulling \$3000 for the sliding doors as it is a major aesthetic addition. Fauna asked Tribal Council if they are comfortable moving the Draft GMP forward with an amendment? Council in general agrees that they are comfortable with the Draft GMP.

Chris reviewed a few more documents in the Draft GMP packet. Including Allowances and where changes were mirrored. There are significant changes on Exhibit D and the dollar amounts removed are included. Allen said we have a .5 million dollars in contingency. We don't know if we have enough or too much. As we go through the project there may be areas we come under budget and we can pull additional projects in. It is hard to identify if we will have contingency savings because we are only at 50% DD. Eric S also said we have owner contingency that if it isn't used can be returned to QualacB for use.

Allen said a better view of the contingency gaps either way will be seen once subcontractors come in and really review what the job needs. Maybe the first or second quarter of the project we will have a better estimate of where we sit with contingency. Allen needs to lock subcontractors in place and refine bids on things like landscaping. We have asked sub-contractors to hold their bids for 120 days but it isn't a guarantee and there is an active construction market.

Chris said the backup generator is on Assumptions and Clarifications list that will need to be pursued in the future.

Chief Ivy asked about the hose bibs and using our water instead of a municipal source. Eric S said we are planning to use our water rights.

Fauna reviewed some of the thoughts around work day start and end time. It is loud, but the Kilkich

community has trash trucks and school busses come through before 7 am. If we can get work crews in place before 7 am, the equipment will be in place before high traffic times. We also need to communicate with residents around dust control. We talked about providing car wash vouchers for residents. Maybe we need to have maintenance work on Saturday to water down dust and dirt.

Eric S said we have a hard deadline with Craft3 to complete the project by June 30, 2021 but Sarah said there is some contingency in there. Craft3 has until September to get their money from USDA so there is some contingency on that timeline.

If work is done on weekend inside building that may be something we allow them to do. Chris said we will have to discuss things on a case by case basis.

Chair Meade said that we should try to make the progress exciting. There will be inconveniences but it is part of the progress and construction.

Discussion around truck ramps and access to the work site. North side of the clinic may also provide an access road for maintenance.

It is anticipated that there will be little gap in services for Pharmacy and Medical. There will be some gap to move the Pharmacy. Fauna said we are looking at generating more revenue for Pharmacy before completion of the KWCP. We won't disrupt the medical clinic, but we have to close the Killich gym. This is where we will store incoming equipment and FFE. The only other option is to place shipping containers. Brenda Meade said we need to encourage members to use their exercise options off site before we close the gym. We have more conversation around that gym.

The area outside the Community Gathering space will be a type of meadow until we get a patio poured later.

Fauna believes that one Tribal Council meeting in February will not be enough so we may have to add another one or extended time.

Chief asked Eric S if he is comfortable with the fencing needs or if there are other pieces of the puzzle that the Tribe will need in order to control access. Lon said there are some areas we could save money, such as not paying for a ramp. We can build a road next to Kelle's office (east to the parking lot).

The lighting plan still needs some work. There is a light coverage but we need to make sure it is hitting enough of the parking lot and not glaring onto the residences. This is mostly downlit, shielded lighting. Mark G said the lenders are wanting the Draft GMP by the end of the day. Allen wants to make sure that the changes we put into the budget are clarified in the allowances and assumptions accurately. Fauna said the construction budget is ready for distribution to Sarah. However, SB James makes sure their documents are accurate.

Fauna said for SB James to start scrubbing. Fauna will get on the phone with Sarah and find out exactly what she needs. Allen said he wants to make sure the documents might not match the GMP a year from now at 50% DD.

Brett gives overview of what he will be sending to Wells Fargo but the documents are not available yet for Tribal Council review. There is still an opinion letter and schedule a QualacB meeting for documents. Brett said that document changes will be done and Council will be updated as they want. There can be a

comparison document and include anything changed on the same sheet. Brenda likes that idea. Randy asked if Brett could give a summary as opposed to a comparison document.

Community Benefits Agreement- Fauna said Walt wants to Native patient percentage targets. That would not be related to the KWCP project numbers.

Fauna said the holistic budget outside of the GMP can be reviewed. Mark G. said he doesn't have anything to update on that budget. Fauna said she will work with FFE budget to remove pieces as needed to get to balanced budget by 7 p.m. tonight. Tribal Council will see those updates on Wednesday. Linda Meade said there is time set aside on Friday for a quorum with Tribal Council if needed.

Eric S said he will talk with his contact about the cost benefit of the pile driving study. Brenda Meade said would it be worth just moving forward as it stands. She wonders if we should spend money on the "what if" scenarios. Brenda said we will let him make that decision.

Fauna said that Eric S will be on vacation for the next three months. Lon is being brought up to speed so he can assist with RFP and project work while Eric S is out of the country.

Eric S said we want to try to get the PO completed for the Dental equipment because there would be a \$25,000 savings. Discussion around release of funds in QualacB. Brett suggests that the QualacB Board would have to sign the contract.

Brett had suggested putting in the resolution that the Tribe would be paying for some things before the QualacB was fully acting. Eric S said 1200C is required because of ground disturbance. However, Helena is confident we will get a type of Cat Ex under the endangered species act and will not need to work with DEQ. The civil information needed will not come through until after the GMP. Helena will have to write this once the information is provided. Timeline for approval is soon but we do not know their internal processes or what agencies they will pull in as an authority. With this Cat X we will be able to build. Without it, we cannot build or move ground. Someone needs to write the report that says all our BMPs are in place and effective. Fauna said as long as we get this before May 1, we will be on target for start date for SB James. We want it quicker so we can start moving dirt sooner. Fauna said it is a low risk right now but if we come back in February will no response, then the risk factor will be raised.

Reference Materials (provide for posting):

Next Steps:

- Information Only**
- Schedule second workshop**
- Prepare item for Tribal Council Motion**
- Prepare item for Tribal Council Resolution**
- Prepare item for Administrative Approval process**
- Other:**

Executive Director Comments:

Tribal Council Secretary/Treasurer Comments:

Executive Director Initials:

mf 2/3/20