



# JOINT CITY COUNCIL AND PLANNING COMMISSION WORK SESSION

448 E. 1st Street, Room 190 Salida, Colorado 81201

September 18, 2023 - 6:00 PM

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## AGENDA

Please register for the City Council Work Session

<https://attendee.gotowebinar.com/register/8054749917914710285>

After registering, you will receive a confirmation email containing information about joining the webinar.

## DISCUSSION ITEMS

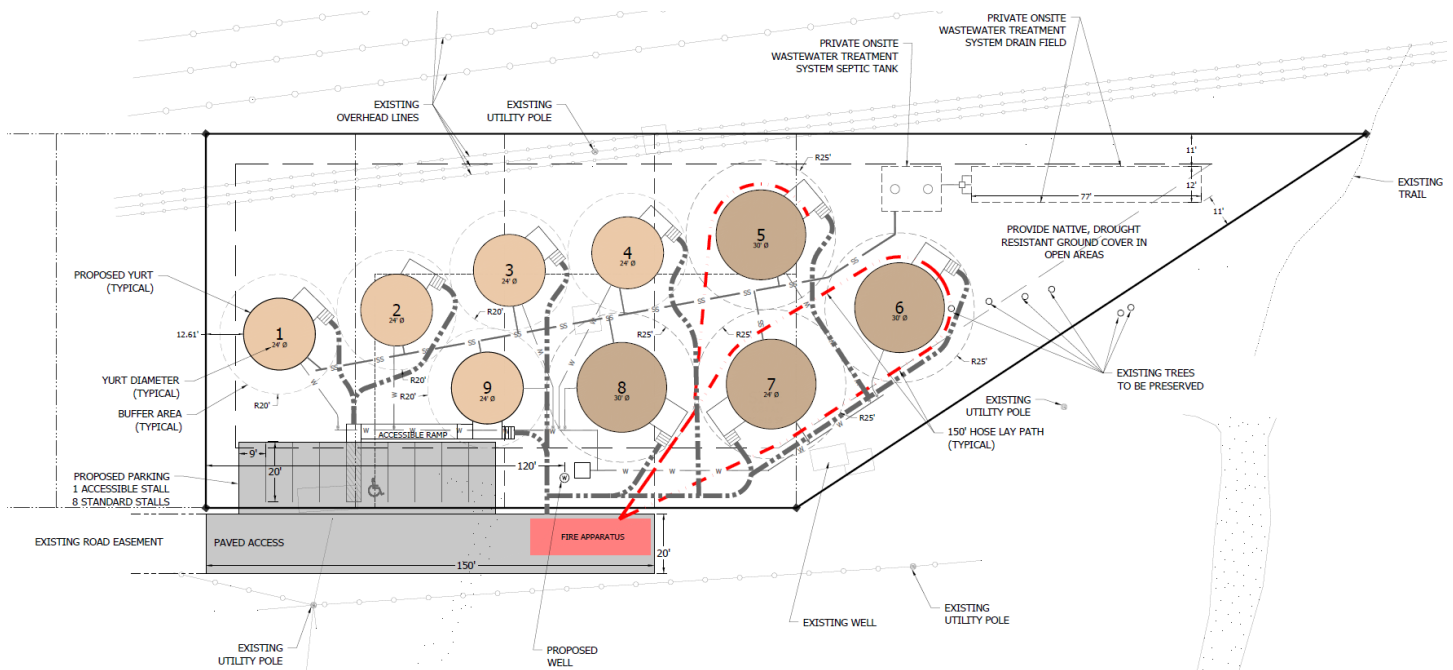
- [1.](#) Salida Campground Concept Review
- [2.](#) 2024 Budget Presentation
3. Certificate of Participation Sale for Fire Station
- [4.](#) Fire Station Contract Discussion

**DEPARTMENT**  
Planning

**DATE**  
September 18, 2023

The applicants, Mark and Michael McGovern, have submitted conceptual development plans for a campground on a 0.84 acre site located at 1-3 Hillside Drive. The parcel is zoned Industrial (I). The site is currently vacant. Campgrounds in the Industrial zone district require Major Impact Review approval for a development permit.

The applicants are proposing a total of 9 year-round camping units, likely yurts. Each would contain a bathroom with shower and sleeping arrangements for 1-5 people. The yurts (or similar) would each require a certificate of occupancy from the Chaffee County Building Department.







This proposal is revised from a 2021 proposal where 17 camping sites, with space for camping vehicles were proposed. Concerns were raised about RV traffic on the roadway. The proposed revision is for fewer sites, and with the new layout accommodating only standard size parking spaces, RVs should no longer be an issue.

Also in 2021, there was discussion of a possible shared restroom facility to serve the adjacent City-owned Arkansas Hills trail system. However the logistics of this arrangement were not going to work. Because this site is served by well and septic rather than City utilities, the engineering and design of a septic system and field for public restrooms, with an undetermined amount of use, proved to be disproportionately burdensome to ask of a private landowner. The new proposal no longer has a common bathroom facility; each camping yurt will have its own internal bathroom and shower.

Staff and the applicant would like your feedback on the proposed plans.

Attachments:

Concept Narrative

Preliminary: Site Plan, Grading Plan, and Sewer/Water Plan

ILC

Wood Minor Subdivision Plat showing access to the property.

## **SALIDA CAMPGROUND/GLAMPGROUND**

The goal of the nine-unit Glampground is to provide a unique upscale lodging experience by capitalizing on the nearby recreational activities, proximity to downtown Salida and all that Salida has to offer.

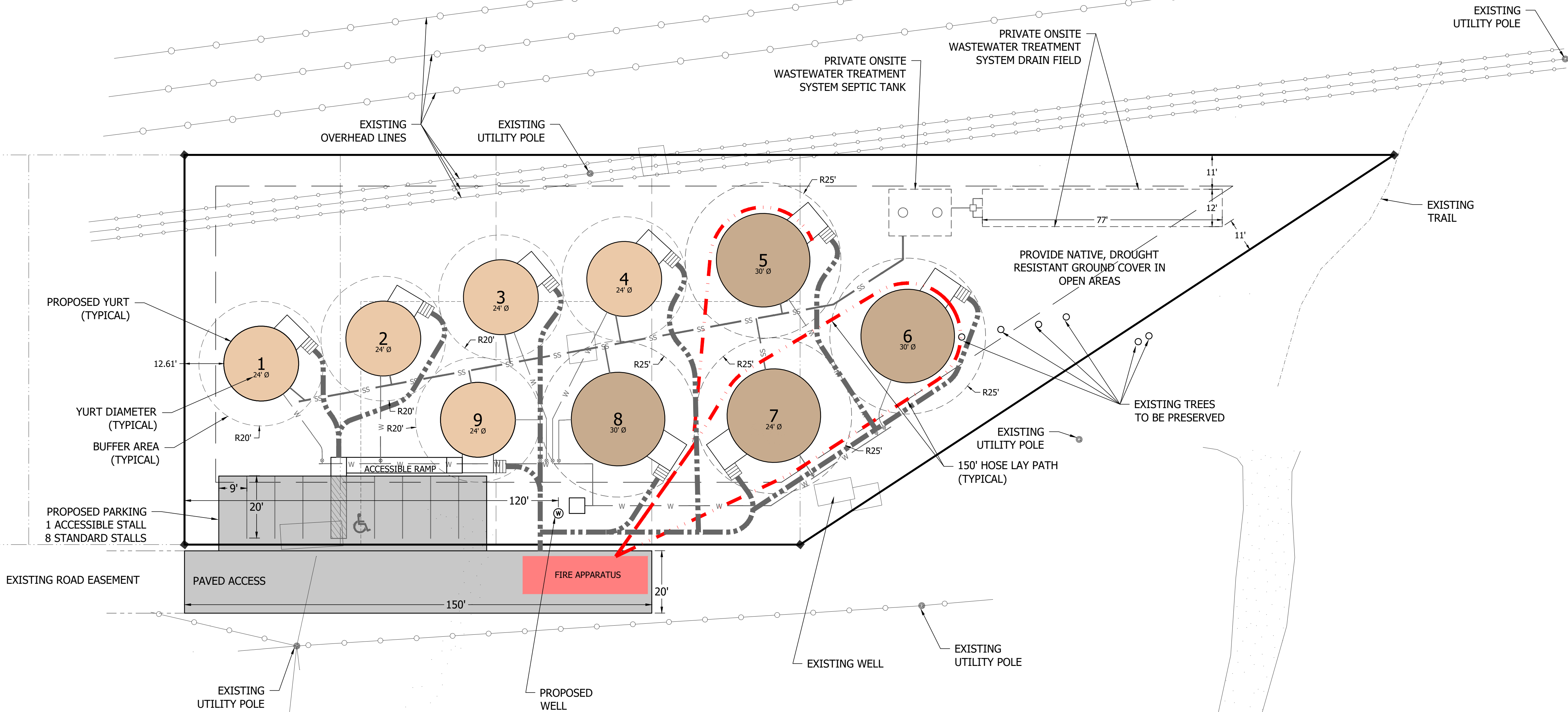
### **PLAN**

- Year-round accommodations
- Nine individual dwellings
- Anticipate 1-5 guests per dwelling
- Each dwelling will have its own bathroom facility, including shower
- Common parking area with landscaped paths to each dwelling
- Some dwellings will be on platforms to incorporate existing landscape grades and others will be built on concrete pads
- Dwellings will be sited to incorporate views, privacy between neighbors and adjacent dwellings and access to surrounding recreation trails
- At least one dwelling will be ADA accessible
- There will be a common area for communal gathering/games/shade structures

### **YET TO BE DETERMINED**

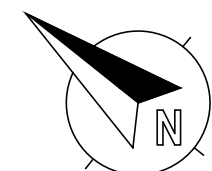
- The type of dwellings, but leaning toward yurts for all season accommodations and to address wind & snow loads
- The inclusion of kitchenettes
- Solar and type of heating to be provided, but likely electric





LEGEND:

- HOSE LAY PATH (150' MAXIMUM) ———
- PEDESTRIAN WALKWAY ———
- PRIVATE SANITARY SEWER — SS —
- PRIVATE WATER DISTRIBUTION LINE — W —
- PROPOSED WELL — W —



0 10 20 30 40  
WHEN PRINTED ON 22"x34" SHEET  
1" = 20'

ENGINEER:

**welch**  
— design + development

CLIENT:  
MCGOVERN / SALIDA PARTNERS

PROJECT NAME:  
SALIDA CAMPGROUND  
SALIDA, CO

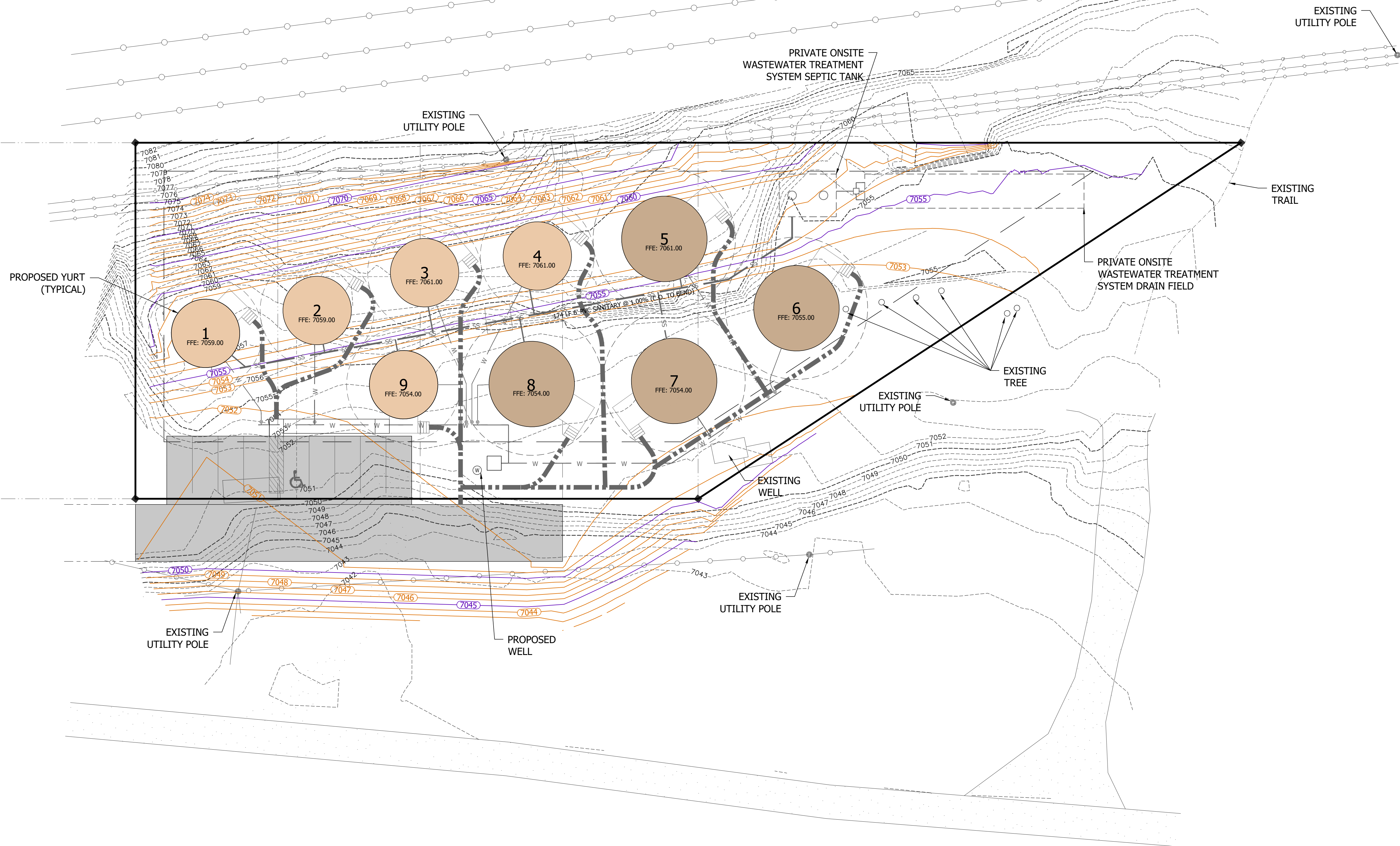
REVISION LOG:

REV	DESCRIPTION	DATE
—	CITY REVIEW SET	09-11-23
A	CITY REVIEW SET - REVISED SEPTIC	09-13-23

SHEET NAME:  
SCHEMATIC  
SITE PLAN

PROJECT NO: 1029	PROJECT MANAGER: WELCH	SHEET NUMBER:
REVISION: —	ISSUED DATE: 09-13-2023	C2.00





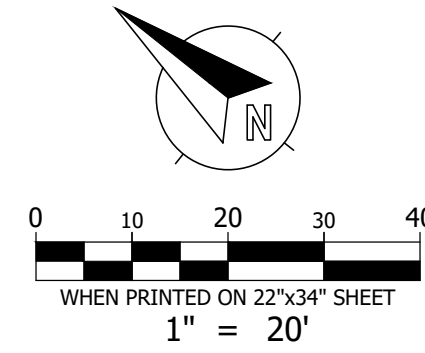
**LEGEND:**

PEDESTRIAN WALKWAY      — — — — —

PRIVATE SANITARY SEWER      — SS —

PRIVATE WATER DISTRIBUTION LINE      — W —

PROPOSED WELL      (W)



ENGINEER:

**welch**  
— design + development

CLIENT:

MCGOVERN / SALIDA PARTNERS

PROJECT NAME:

SALIDA CAMPGROUND  
SALIDA, CO

REVISION LOG:

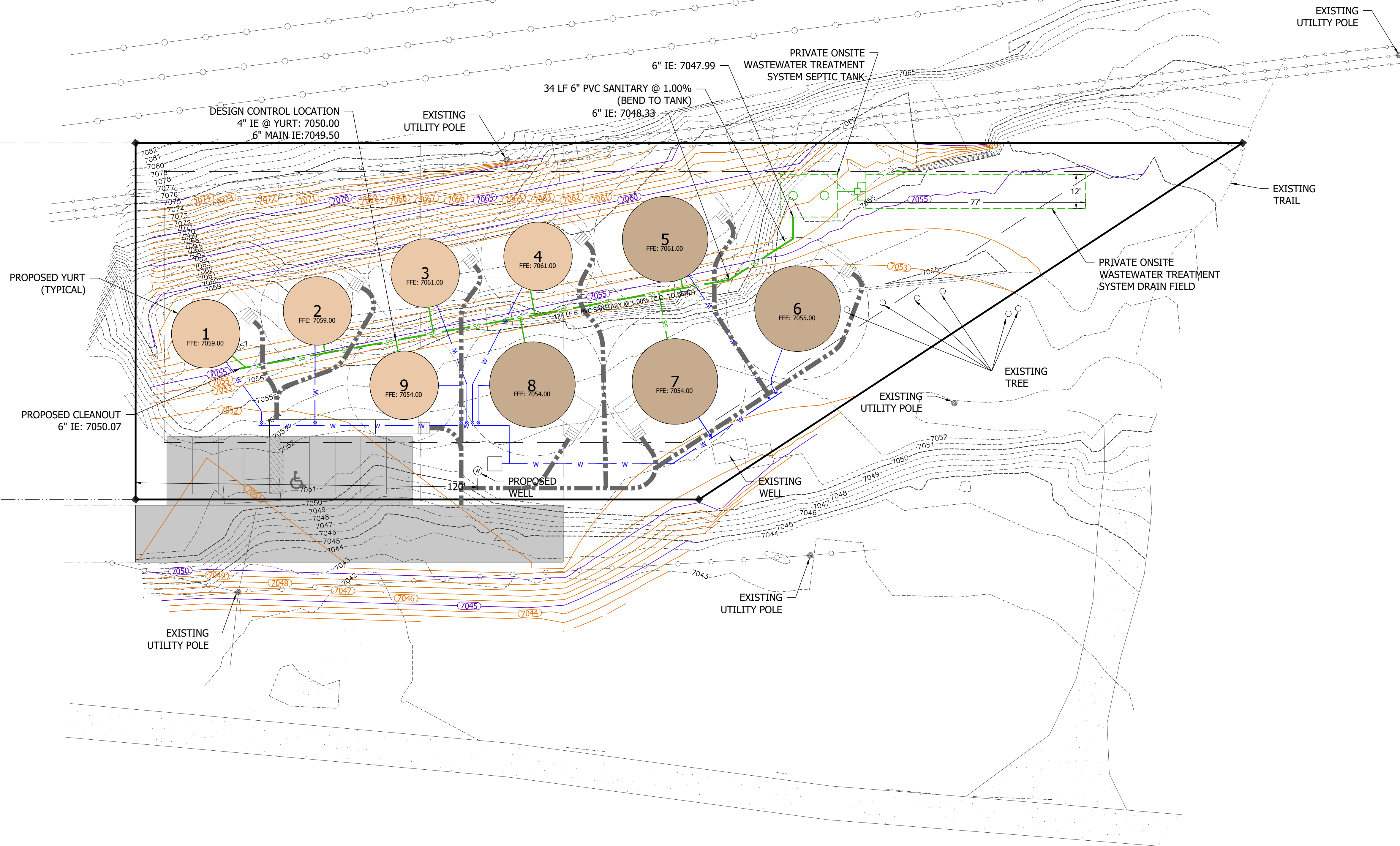
REV	DESCRIPTION	DATE
—	CITY REVIEW SET	09-11-23
A	CITY REVIEW SET - REVISED SEPTIC	09-13-23

SHEET NAME:

PRELIMINARY  
GRADING PLAN

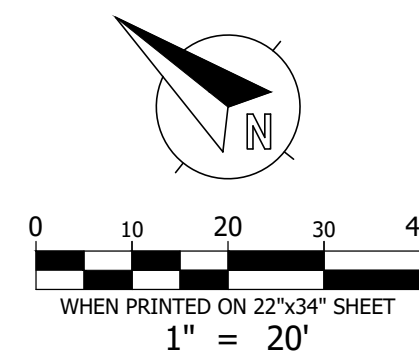
PROJECT NO: 1029	PROJECT MANAGER: WELCH	SHEET NUMBER:
REVISION: —	ISSUED DATE: 09-13-2023	<b>C3.00</b>





## LEGEND:

PEDESTRIAN WALKWAY	---
PRIVATE SANITARY SEWER	SS
PRIVATE WATER DISTRIBUTION LINE	W
PROPOSED WELL	W



ENGINEER:

**welch**  
design + development

CLIENT:

MCGOVERN / SALIDA PARTNERS

PROJECT NAME:

SALIDA CAMPGROUND  
SALIDA, CO

REVISION LOG:

REV	DESCRIPTION	DATE
-	CITY REVIEW SET	09-11-23
A	CITY REVIEW SET - REVISED SEPTIC	09-13-23

SHEET NAME:

SANITARY SEWER  
AND WATER PLAN

PROJECT NO:

1029

PROJECT MANAGER:

WELCH

SHEET NUMBER:

REVISION:

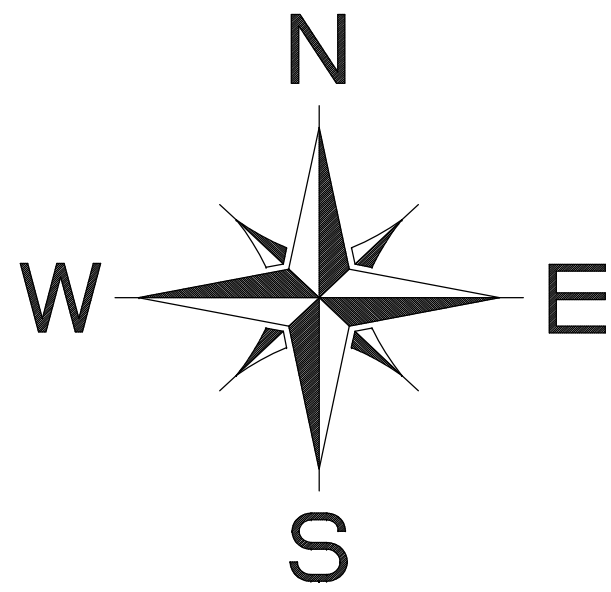
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ISSUED DATE:

09-13-2023

**C4.00**





SCALE  
1" = 20'

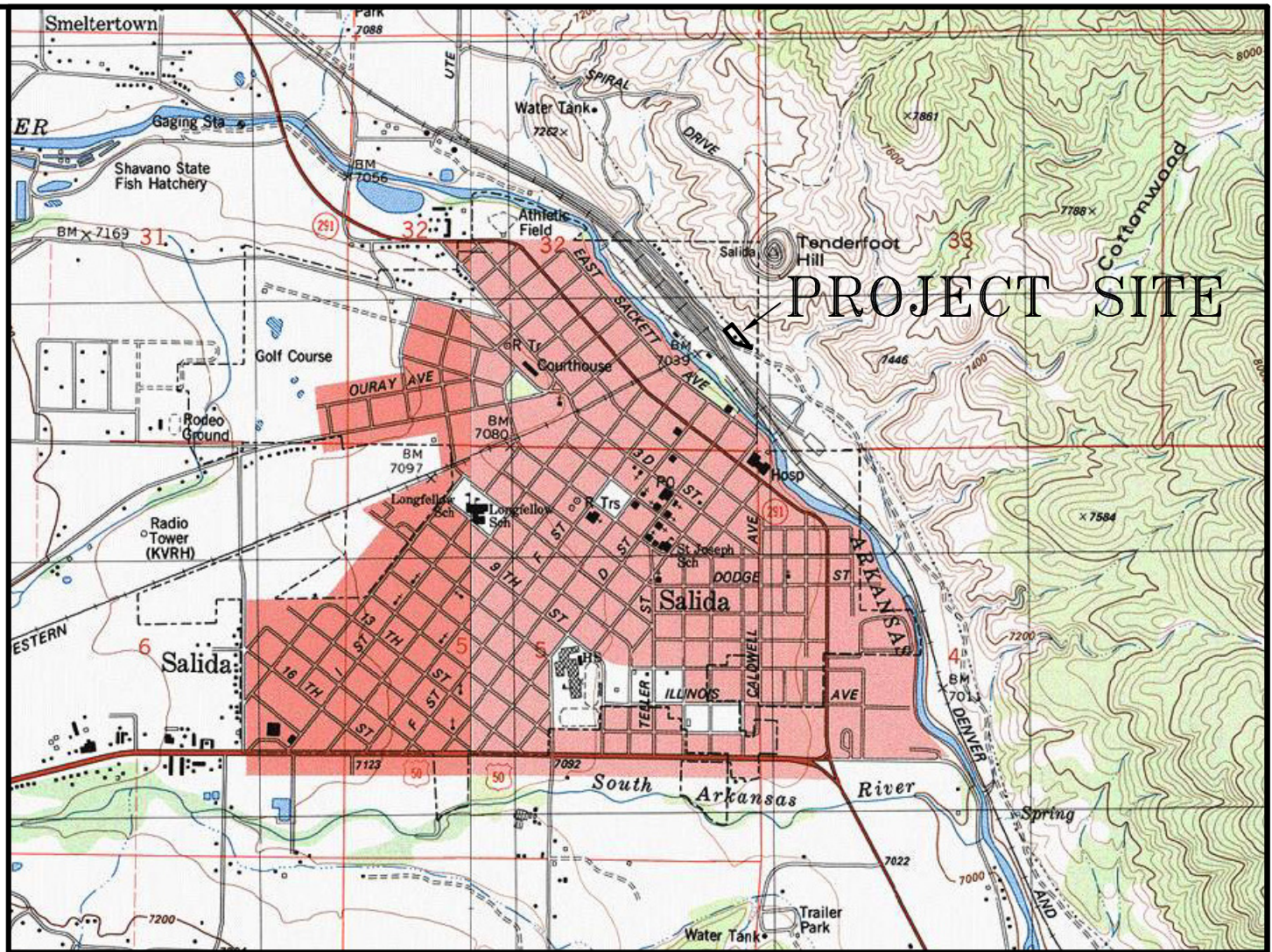


# MCGOVERN IMPROVEMENT LOCATION CERTIFICATE 1, 2, 3 HILLSIDE DRIVE SALIDA, COLORADO 81201



## LEGEND

- PREVIOUSLY SET 1 1/2" ALUMINUM CAP LS 37937
- POWER POLE
- OVERHEAD UTILITY



VICINITY MAP  
NOT TO SCALE

## IMPROVEMENT LOCATION CERTIFICATE

I HEREBY CERTIFY THAT THIS IMPROVEMENT LOCATION CERTIFICATE WAS PREPARED FOR MICHAEL MCGOVERN AND MARK PATRICK MCGOVERN, STEPHEN B. ESPINOZA AND FIRST AMERICAN TITLE INSURANCE COMPAN, THAT IT IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT, AND THAT IT IS NOT TO BE RELIED UPON FOR THE ESTABLISHMENT OF FENCE, BUILDING, OR OTHER FUTURE IMPROVEMENT LINES.

I FURTHER CERTIFY THAT THE IMPROVEMENTS ON THE ABOVE DESCRIBED PARCEL ON THIS DATE, APRIL 13, 2021, EXCEPT UTILITY CONNECTIONS, ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PARCEL, EXCEPT AS SHOWN, THAT THERE ARE NO ENCROACHMENTS UPON THE DESCRIBED PREMISES BY IMPROVEMENTS ON ANY ADJOINING PREMISES, EXCEPT AS INDICATED, AND THAT THERE IS NO APPARENT EVIDENCE OR SIGN OF ANY EASEMENT CROSSING OR BURDENING ANY PART OF SAID PARCEL, EXCEPT AS NOTED.

STAMP BY: SYDNEY A. SCHIEREN PLS 37937



## LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF CHAFFEE, STATE OF COLORADO, AND IS DESCRIBED AS FOLLOWS:

**PARCEL A**  
A TRACT OF LAND IN THE HILLSIDE ADDITION WHICH IS LOCATED BETWEEN THE NORTHEAST LINE OF HILLSIDE ADDITION IF EXTENDED AND THE NORTH LINE OF THE DENVER AND RIO GRANDE WESTERN RAILROAD COMPANY LANDS AND THE SOUTHEAST LINE OF LOT NO. 1 IN SAID HILLSIDE ADDITION  
CHAFFEE COUNTY, COLORADO  
ALSO DESCRIBED AS: PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 50N, RANGE 9E OF THE N.M.P.M., BEING A TRIANGLE TRACT EAST OF LOT NO. 1, HILLSIDE ADDITION, CHAFFEE COUNTY, COLORADO

**PARCEL B**  
LOTS 1, 2 AND 3  
HILLSIDE ADDITION TO SALIDA,  
CHAFFEE COUNTY, COLORADO

TOGETHER WITH AN EASEMENT FOR THE USE OF THE PRESENT EXISTING AUTOMOBILE ROAD NOW ON THE PROPERTY OF THE PARTIES OF THE FIRST PART AS CONTAINED IN DEED RECORDED IN BOOK 317 AT PAGE 459 AND RESERVING AN EASEMENT FOR THE USE OF ANY PART OF SAID ROAD LYING ON THE PART HEREIN ABOVE DESCRIBED FOR ANY AND ALL PERSONS.

**PARCEL C**  
LOT NO. 4  
HILLSIDE ADDITION  
TO THE TOWN (NOW CITY) OF SALIDA  
CHAFFEE COUNTY, COLORADO

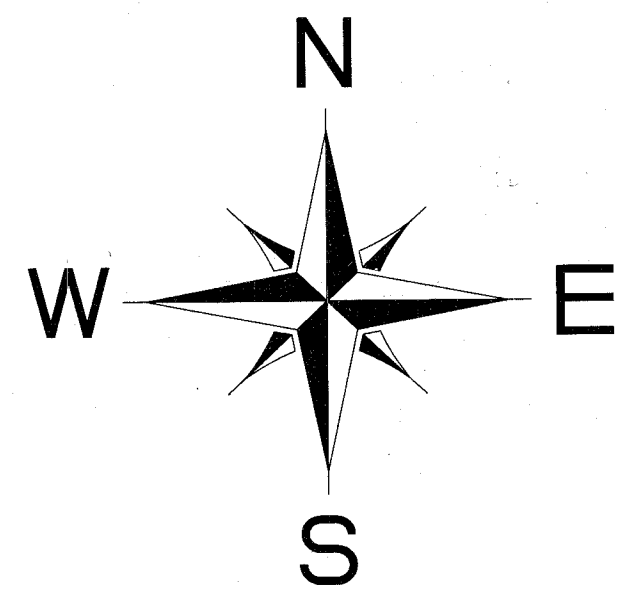
NOTES:  
1) BUILDING DIMENSIONS ARE TO THE EAVES  
2) THIS IMPROVEMENT LOCATION CERTIFICATE WAS DONE IN CONJUNCTION WITH FIRST AMERICAN TITLE INSURANCE COMPANY (CENTRAL COLORADO TITLE # ESCROW), COMMITMENT NO. 21-14589, DATED APRIL 9, 2021

REVISED:
JOB # 2179
DATE: APRIL 15, 2021
SHEET 1 OF 1

**MCGOVERN  
IMPROVEMENT LOCATION  
CERTIFICATE**  
1, 2, 3 HILLSIDE DRIVE  
SALIDA, COLORADO 81201

**LANDMARK**  
SURVEYING & MAPPING  
P.O. BOX 668 SALIDA, CO 81201  
PH 719.539.4021 FAX 719.539.4031





SCALE  
1" = 20'



### CERTIFICATION OF TITLE

James L. Tarrant, A LICENSED TITLE INSURANCE AGENT IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE TITLE TO THE PROPERTY HEREBY DEDICATED AND AS SHOWN AND DESCRIBED ON THIS PLAT AND FOUND TITLE VESTED IN WOOD DEVELOPMENT COMPANY LLC, FREE AND CLEAR OF ALL LIENS AND ENCUMBRANCES EXCEPT AS LISTED BELOW:

Deed of Trust at Reception 463486

DATED THIS 27th DAY OF December, 2021.

TITLE AGENT

### LEGEND

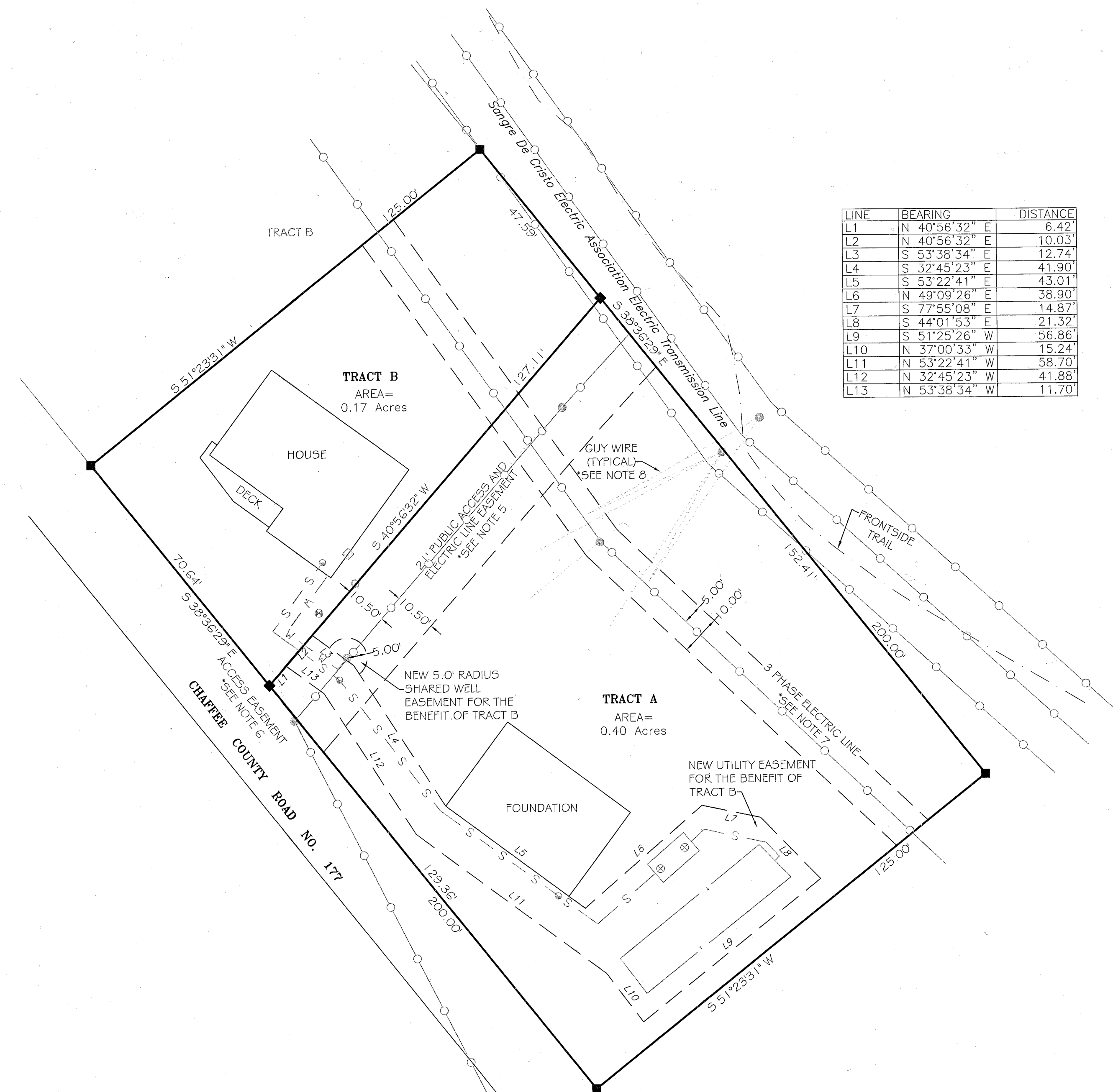
- ◆ SET 1 1/2" ALUMINUM CAP LS 37937
- PREVIOUSLY SET 1 1/2" ALUMINUM CAP LS 37937
- ⊙ POWER POLE
- ⊙ TELEPHONE PEDESTAL
- OVERHEAD UTILITY

### GENERAL NOTES

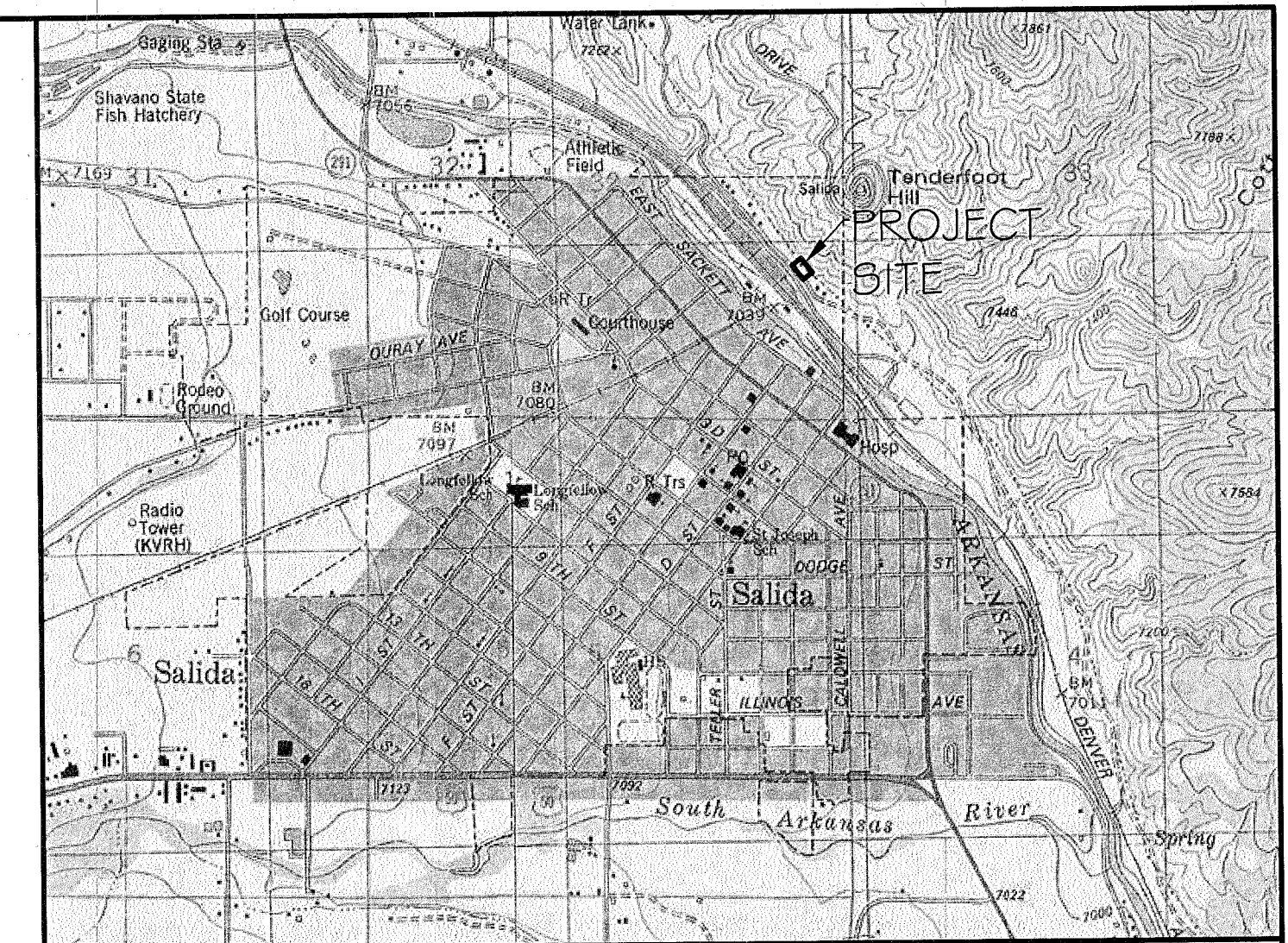
- 1) BASIS OF BEARING FOR THIS SURVEY IS GRID NORTH FROM COLORADO STATE PLANE COORDINATE SYSTEM CENTRAL ZONE, BASED ON G.P.S. OBSERVATIONS ALONG THE SOUTH-WESTERLY BOUNDARY OF THE SUBJECT PROPERTY BETWEEN TWO 1 1/2" ALUMINUM CAPS STAMPED "LS 37937" HAVING A BEARING OF SOUTH 38°
- 2) ZONE: INDUSTRIAL
- 3) AS REQUIRED UNDER SECTION 16-6-140 OF THE SALIDA MUNICIPAL CODE, A PAYMENT IN LIEU OF LAND DEDICATION FOR FAIR CONTRIBUTIONS FOR PUBLIC SCHOOL SITES SHALL BE PAID BY THE OWNER OF EACH LOT WITHIN THIS SUBDIVISION PRIOR TO ISSUANCE OF A BUILDING PERMIT FOR ANY NEW RESIDENCE ON SUCH LOT
- 4) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT.
- 5) 21' PUBLIC ACCESS AND ELECTRICAL LINE EASEMENT AS SHOWN HEREON IS A NON-EXCLUSIVE GRANT OF EASEMENT TO THE CITY FOR PUBLIC ACCESS LIMITED TO NON-MOTORIZED USES (BUT INCLUDING BICYCLES) PER PLAT RECORDED AT RECEPTION NO. 385172.
- 6) LOTS ARE SUBJECT TO A REVOCABLE ACCESS EASEMENT GRANTED TO CHAFFEE COUNTY AND RECORDED AT RECEPTION NO.                     . SAID EASEMENT IS INTENDED TO PROVIDE A 24' WIDTH FOR ROADWAY PURPOSES. 24' WIDTH IS BASED UPON EXISTING SOUTHERLY LIMITS OF TRAVELLED WAY.
- 7) NO EASEMENT OF RECORD EXISTS FOR 3 PHASE ELECTRICAL LINE. A 10.0' WIDE PUBLIC ELECTRIC EASEMENT, 5.0' EITHER SIDE OF THE ELECTRICAL LINE, IS HEREBY GRANTED BY THIS PLAT.
- 8) CURRENT GUY WIRE LOCATIONS SHALL CONSTITUTE AN EASEMENT OF SUFFICIENT WIDTH, GRANTED TO THE UTILITY COMPANY, TO SERVICE, MAINTAIN AND REPAIR SAID GUY WIRES.
- 9) PURSUANT TO SECTION 16-6-120 (b), PARKS, TRAILS AND OPEN SPACE, OF THE SALIDA MUNICIPAL CODE, AS MAY BE AMENDED, LAND DEDICATION FEES-IN-LIEU HAVE BEEN PAID FOR TWO RESIDENTIAL UNITS IN THIS SUBDIVISION. AT THE TIME THAT ADDITIONAL RESIDENTIAL DWELLING UNITS ARE CONSTRUCTED ON ANY OF THE LOTS HEREIN, EITHER BY FURTHER SUBDIVISION OR BUILDING PERMIT APPROVAL, LAND DEDICATION AND/OR FEES-IN-LIEU FOR PARKS, TRAILS AND OPEN SPACE IN THE AMOUNT THEN IN EFFECT SHALL BE PAYABLE TO THE CITY PRIOR TO ISSUANCE OF BUILDING PERMITS.
- 10) PURSUANT TO SECTION 13-2-60 OF THE SALIDA MUNICIPAL CODE: IF THE PROPERTIES ARE DEVELOPED WITH WELL AND ON-SITE WASTEWATER TREATMENT SYSTEMS, EITHER INDIVIDUAL OR CENTRAL, AND A NEW WATER OR SEWER MAIN IS EXTENDED TO WITHIN FOUR HUNDRED (400) FEET OF THE PROPERTY, THEY WILL BE ALLOWED TO CONTINUE SUCH USE UNTIL SUCH TIME AS THE WELL OR SEPTIC SYSTEM EITHER FAILS OR NEEDS ENLARGEMENT. AT THAT TIME, THE PROPERTY OWNER WILL BE REQUIRED TO CONNECT TO A WATER OR SEWER MAIN THAT IS WITHIN FOUR HUNDRED (400) FEET.
- 11) FUTURE RESIDENTIAL DEVELOPMENT MUST MEET THE CURRENT REQUIREMENTS OF THE SALIDA MUNICIPAL CODE ARTICLE XIII-INCLUSIONARY HOUSING WHICH MAY REQUIRE DEED RESTRICTED AFFORDABLE HOUSING AND/OR FEES-IN-LIEU.
- 12) MAXIMUM LOT COVERAGE FOR TRACT A AND FOR TRACT B IS FORTY (40) PERCENT.

## WOOD MINOR SUBDIVISION

A SUBDIVISION OF TRACT A  
FINAL SUBDIVISION PLAT FOR  
HILLSIDE MINOR SUBDIVISION  
CITY OF SALIDA  
CHAFFEE COUNTY, COLORADO



LINE	BEARING	DISTANCE
L1	N 40°56'32" E	6.42'
L2	N 40°56'32" E	10.03'
L3	S 53°38'34" E	12.74'
L4	S 32°45'23" E	41.90'
L5	S 53°22'41" E	43.01'
L6	N 49°09'26" E	38.90'
L7	S 77°55'08" E	14.87'
L8	S 44°01'53" E	21.32'
L9	S 51°25'26" W	56.86'
L10	N 37°00'33" W	15.24'
L11	N 53°22'41" W	58.70'
L12	N 32°45'23" W	41.88'
L13	N 53°38'34" W	11.70'



VICINITY MAP  
NOT TO SCALE

### CERTIFICATE OF DEDICATION AND OWNERSHIP

KNOW ALL PERSONS BY THESE PRESENTS THAT WOOD DEVELOPMENT COMPANY LLC, THE FEE OWNER OF THE FOLLOWING DESCRIBED PROPERTY:

TRACT A, FINAL SUBDIVISION PLAT FOR HILLSIDE MINOR SUBDIVISION, A REPLAT OF A PORTION OF HILLSIDE ADDITION, PER PLAT RECORDED DECEMBER 10, 2009 AS RECEPTION NO. 385172, CITY OF SALIDA, CHAFFEE COUNTY, COLORADO

HAS LAID-OUT, PLATTED AND SUBDIVIDED THE SAME INTO 2 LOTS AS SHOWN ON THIS PLAT UNDER THE NAME AND STYLE OF:

WOOD MINOR SUBDIVISION  
IN THE  
CITY OF SALIDA  
CHAFFEE COUNTY, COLORADO

IN WITNESS WHEREOF THE UNDERSIGNED HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS 28th DAY OF December, 2021.

BY: P.T. WOOD AS WOOD DEVELOPMENT COMPANY, LLC (REPRESENTATIVE)

COUNTY OF CHAFFEE )  
STATE OF COLORADO )

THE FORGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS 28th DAY OF December, 2021, BY P.T. WOOD AS WOOD DEVELOPMENT COMPANY, LLC (REPRESENTATIVE), WITNESS MY HAND AND SEAL.

MY COMMISSION EXPIRES 12/30/2024

NOTARY PUBLIC

KORTNEY HANNAH ROMANETZ  
Notary Public  
State of Colorado  
Notary ID # 20164049029  
My Commission Expires 12-30-2024

### ACKNOWLEDGMENT OF LIEN HOLDER

High Country Bank, AS LIEN HOLDER, HEREBY ACKNOWLEDGES AND APPROVES THE TERMS, CONDITIONS AND DEDICATION AS DISCLOSED UPON THIS PLAT.

REPRESENTATIVE

DATE 1/3/2022

COUNTY OF Chaffee )  
STATE OF Colorado )

THE FORGOING ACKNOWLEDGMENT OF LIEN HOLDER WAS ACKNOWLEDGED BEFORE ME THIS 3rd DAY OF January, 2022, BY Avery Bechtel, WITNESS MY HAND AND SEAL.

MY COMMISSION EXPIRES 05/19/2024

NOTARY PUBLIC

AVERY BECHTEL  
Notary Public  
State of Colorado  
Notary ID # 20204017564  
My Commission Expires 05-19-2024

### CITY OF SALIDA ACCEPTANCE

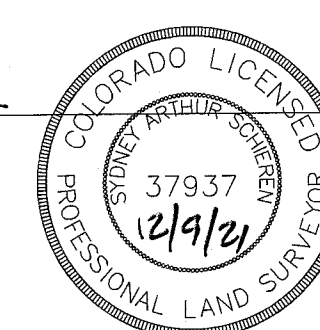
THE UNDERSIGNED CHAIR OF THE PLANNING COMMISSION OF THE CITY OF SALIDA, COLORADO, DOES HEREBY ACKNOWLEDGE AND ACCEPT THIS MINOR SUBDIVISION PLAT. DATED THIS 11th DAY OF January, 2022.

CHAIR OF PLANNING COMMISSION, CITY OF SALIDA

### LAND SURVEYOR'S CERTIFICATE

I, SYDNEY A. SCHIEREN, A REGISTERED LAND SURVEYOR LICENSED TO PRACTICE IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS LAND SURVEY WAS PERFORMED UNDER MY DIRECT SUPERVISION, AND THAT THE PLAT REPRESENTS THE RESULTS OF SAID SURVEY AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SYDNEY A. SCHIEREN  
COLORADO P.L.S. 37937



### CLERK AND RECORDER'S CERTIFICATE

THIS PLAT WAS FILED IN THE OFFICE OF THE CLERK AND RECORDER OF CHAFFEE COUNTY, COLORADO, AT 1:45 P.M. ON THIS 10th DAY OF January, 2022 UNDER RECEPTION NUMBER 477199.

Patricia Travnicek (Deputy Recorder)  
CHAFFEE COUNTY CLERK AND RECORDER

\*477199\*

477199 1/10/2022 1:45 PM PLAT Lori A Mitchell  
1 of 1 RS10 DS0 NS0 SS3 MS0 ES0 Chaffee County Clerk

REVISED: DECEMBER 6, 2021

SAL  
579

JOB # 1626  
DATE: JUNE 10, 2021  
SHEET 1 OF 1

WOOD MINOR SUBDIVISION  
A SUBDIVISION OF TRACT A  
FINAL SUBDIVISION PLAT FOR HILLSIDE  
MINOR SUBDIVISION  
CITY OF SALIDA  
CHAFFEE COUNTY, COLORADO

LANDMARK  
SURVEYING & MAPPING  
P.O. BOX 668 SALIDA, CO 81201  
PH 719.539.4021 FAX 719.539.4031





## WORKSESSION MEMORANDUM

<b>Department</b>	<b>Presented by</b>	<b>Date</b>
Finance	Aimee Tihonovich - Finance Director	September 18, 2023

### ITEM

**Proposed 2024 Budget**

### BACKGROUND

City staff have put together a proposed budget request for 2024 following Council directives and desires as discussed during the retreat in June. The Finance Committee has heard an overview of the proposed budget and has deemed it ready to present to City Council.

### ANALYSIS

The budget sets the spending plan for the 2024 fiscal year and is a balanced budget that is sustainable. A presentation will be made at the work session and departmental staff will be in attendance to discuss and answer questions. The line item details of the budget will be available online after the work session presentation on Tuesday, September 19.

### RECOMMENDATION

Staff requests that the City Council provide direction on the 2024 proposed budget which is scheduled for adoption on October 17.





## WORKSESSION MEMORANDUM

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - Interim City Administrator	September 18, 2023

### ITEM

Discussion of the Fire Station Construction Contract

### BACKGROUND

In October 2020 Neenan Archistruction was awarded the service contract to complete the Salida Fire Facility and Needs Assessment. In December 2020, the City Council received the final assessment, which noted the following:

- Building systems are inefficient, contributing to increased operating and maintenance costs.
- Renovating the existing buildings will trigger costly renovations to meet code.
- Expensive to modify buildings at the end of the lifecycle.
- Facilities lasted four times a typical life cycle.
- Aging facilities could have significant problems creating the loss of function; do not wait for a severe issue that leaves the department without a functional facility.

The assessment recommended a facility that addresses best practices for serving the community, including the following:

- Providing cancer prevention/hot/transition/cold zones
- Providing space for additional fire apparatus.
- Improved energy efficiency.
- Functional living quarters.
- A single-story facility for firefighter safety during night calls.
- Improvement to ISO rating by providing additional training amenities, not able to be added to the current facility due to site restrictions.

In February 2022 the City published an RFP to identify and select a strategic design-build team to partner in the design and construction of the new fire station. In June, after interviews with three firms, the City awarded the design build contract to Neenan Archistruction.

Design Build is a contract structure and subcontractor procurement are consistent with other contract types. Neenan's approach to subcontractor procurement considers all project goals including budget, schedule, and quality. By considering the various elements of risk, informed decisions are made on all subcontractors and partners included in the design and construction process.

Early in the design process, major subcontractors were selected to ensure the design aligns with the budget requirements of the city. Trades selected early were Masonry, Structural Steel, Fire Protection, Plumbing, Mechanical, and Electrical. These trades were selected based on pre-qualification requirements including working history with Neenan, design / build capability, insurance, bonding financial stability, capacity, and ability to perform the work to high quality and safety standards. While the afore mentioned subcontractors are selected early, the Neenan team continuously monitors partner pricing compared to historic and current market data along with comparable projects currently in pricing and construction. Should the partner subcontractor not be within market pricing, Neenan reserves the right to replace them through a competitive process.





## WORKSESSION MEMORANDUM

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - Interim City Administrator	September 18, 2023

All other trades are procured late in the design process. Bids are solicited from qualified subcontractors and suppliers at the time of permit drawings. A minimum of 3 qualified companies will be solicited to provide pricing for scopes of work including foundations, slabs, roofing, drywall, flooring, appliances, landscaping, foundation insulation, furniture, etc. Pricing provided by the subcontractors is analyzed and selections are based on the same criteria as major subcontractor partners: history with Neenan, design / build capability, insurance, bonding, financial stability, capacity, and ability to perform the work to high quality and safety standards.

In June 2022, a Collaborative Design Process Work session was held to align priorities of the City with building users, Neenan, design consultants and subcontractors on building design, scope, schedule, and budget. Representatives from City Council, the mayor, city treasurer, city department heads, South Arkansas Fire Protection District Board members, and firefighting staff were present.

Between June 2022 and September 2023, weekly design coordination meetings were held to discuss the varied aspects of the fire station design and operation. These meetings included Fire, City Administration, Public Works, Finance, and various members of Neenan working on the different operating systems of the facility. At the meetings, each system was discussed to determine functionality, installation and operational costs, maintenance issues, coordination with City goals (such as the geothermal testing) and funding opportunities the City could explore (such as grants, bonds, COPs).

In May 2023, at the City's direction, a geothermal test bore was drilled on site and a test loop was installed. The test loop failed and it was determined that a geo exchange system would be cost prohibitive due to unstable cobble on site. In June a meeting with City Council was held to discuss system options since the geo exchange system was not viable. City Council directed Neenan and staff to redesign a hybrid electric/natural gas system to keep operating costs reasonable. The system change order was brought to City Council for approval. In July, Salida was awarded \$1,000,000 to assist with the building of the new fire station from the Department of Local Affairs.

In August, the building permit was submitted; drawings were sent to sub-contractors for pricing and confirmation of scheduling.

Neenan and City Staff have established the final contract amount and have determined costs which will be borne by the City through the 2024 operational budget.