

South Metro Fire Rescue Fire Protection District  
Special Board of Directors' Meeting Minutes  
June 19, 2023

Present:	Jim Albee, Chair	Bob Baker, Fire Chief
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	Rich Sokol, Treasurer	John Curtis, Deputy Chief – Emergency Services
	Sue Roche, Secretary	Jon Adams, Deputy Chief - Internal Services (absent)
	Kevin Leung	Kristin Eckman, Deputy Chief – Community Services
	William Shriver	Dillon Miskimins, CFO Business Services
	Bruce Stahlman	Camie Chapman, CHRO Employee Services (absent)
		Bob Cole, Legal Counsel

Others Present: SMFR Staff Members & Guests

#### **MEETING CALL TO ORDER**

Chair Albee called the Special Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:09 p.m. and welcomed everyone to the meeting.

#### **PLEDGE OF ALLEGIANCE**

Chair Albee led the Pledge of Allegiance to the Flag of the United States of America.

#### **ROLL CALL**

All of the Board members were present in person.

#### **APPROVAL OF THE AGENDA**

A motion was made by Renee Anderson and seconded by William Shriver to approve the agenda as presented. All were in favor and the motion carried.

#### **PUBLIC COMMENT**

N/A

#### **PARTNER UPDATE**

**City of Centennial** – Councilwoman Robyn Carnes, representing District 1, thanked the personnel that responded to the Glen Oaks and house fire on June 2<sup>nd</sup>. She is going into her second year with the Centennial City Council and expressed appreciation for the partnership with SMFR. After providing an overview of home rule versus state rule and why the City is working hard to maintain its home rule status, despite proposed legislation, because they believe the locals know best. Councilwoman Carnes outlined some new services and upcoming events, including:

- A new Centennial app was introduced called “My Centennial” which is free and provides residents with another option to submit service requests and report problems to the City.
- Partnership with YMCA for a Multi-Generational Center at Southglenn to offer a range of programs for all ages.
- A new Homeless Outreach Liaison, Vanessa Gates, will be helping to take a proactive stance on what to do when you see a homeless person by partnering with various agencies to get them the resources that they need.
- The City has initiated a Yard Sign Community Education program to support and raise awareness to traffic related safety.
- The City is seeing a mass migration of businesses into Centennial & a lot is happening which is good for all.
- Looking for a District 1 representative. The council election is this November, so if anyone is interested, please reach out to her.

At Director Sokol's request, Councilwoman Carnes stated that the City's population is approximately 110,000 and Chief Baker stated that there are 6 stations in the City.

At Director Shriver's request, Councilwoman Carnes stated that the City is not landlocked, they continue to move east and have been annexing unincorporated land as it becomes available.

The Board thanked Councilwoman Carnes for the presentation.

## **PRESENTATION**

**Risk Management Overview** – CFO Miskimins presented to the Board how our financial assets are protected and how our non-financial assets are protected from various risks. Also presented was information about the District's various insurance lines of coverage.

Legal Counsel Cole presented a history of governmental immunity, a list of exceptions and potential liability, as well as how to preserve employee/elected official governmental immunity & provided local examples of risk-management related to statutory requirements and interpretations.

## **ACTION ITEM**

**Station 15 General Contractor RFP Approval** – CFO Miskimins reminded that the District initiated a request for proposal (RFP) process, consistent with the CRS Title 32 Integrated Project Delivery (IPD) method, in an effort to select a General Contractor based on best value.

Chief Milan reviewed the information included in the packet, noting that submittals were received from nine general contractors. The submittals were evaluated using the criteria published in the RFP, provided an overview of each of the RFPs, and the firm that appeared most qualified was invited to an interview. At the conclusion of the interview, Staff agreed that the bid that offered the best value to the District was from Pinkard Construction. Also in the Board packet was the information requested by the Board which is a review of the costs and escalation for the last few stations the District built, a comparison of new stations built locally, as well as an overview of RFP processes.

John Sattler from Diversified Consulting Solutions stated that one of the pluses of Pinkard is also the shorter timeline, about a month shorter, and felt very comfortable that their timelines were very doable even if they run into issues.

At Director Anderson's request, Mr. Sattler confirmed that there was no disclosure of the bids, but some did have to come back with some clarification. Mr. Sattler noted that the red line was the consultants estimate on where costs would come in and we were not negatively surprised because it was in line with what was expected.

At Director Sokol's request, Mr. Sattler stated that as far as flushing out the concerns of Building by Design, which was almost \$1M less, the proposed projects submitted to be relevant to this project were a brush fire station and CDOT pre-engineered steel buildings. Masonry being a big feature of the new station that is not the case for most steel buildings. Chief Milan added that Building by Design also did not respond to all information requested in the RFP and they did not feel that it would change the outcome. In addition, their change order markups were higher than the others. They are a good company but their track record does not equate to the needs of this project.

Mr. Sattler stated that if the Board makes a decision tonight, the results will be posted on bid.net and they will reach out to each of the bidders to discuss how the final decision was made.

At Director Sokol's request, Mr. Sattler admitted that change orders are expected but they should not be frivolous. The drawings are going through the permit process now and if there are any changes made through that process or through the owner making a change, those would be at a cost. There is also a liquidity damage clause which is \$1,000/day so the date of substantial completion cues when the warranty approaches.

Director Anderson stated that it was nice to see the information and that the process was well done. Director Leung agreed. Director Sokol stated that the information was very helpful. Director Shriver stated that he also appreciates the cost breakdowns and thanked them for all of the work done and clarity of issues. Director Stahlman complimented the team for very comprehensive information. He has some experience with Pinkard and they did a high-quality job. Their ultimate dollar/square foot is just under \$716 and in the back of the packet it shows stations around the country came in anywhere from \$715 to \$734/square foot, which gives him comfort that we aren't seeing anything in the detail provided that is out of bounds and the totals are certainly trending with the other data that was provided. He thinks this will be a quality product and he is very comfortable and appreciates everyone's efforts.

Director Anderson stated that she would like to make a motion to award a contract to Pinkard Construction for the construction of Station 15 in the amount not to exceed \$8,028,390 and further direct the Fire Chief or his designee to execute the contract documents related thereto. Director Leung seconded the motion. All were in favor and the motion carried.

Director Sokol added that he learned a lot through this process and the next time he may have more suggestions on how we do things but also appreciates the detailed breakdown, saying yes today and hopefully we can tweak our system next time.

## **DISCUSSION ITEMS**

N/A

## **INFORMATION ITEMS**

Correspondence items in the Board's packet are summarized below as well as other information items that were communicated:

- Local 2086 Treasurer Matt Sammond stated there was no report.
- Chief Baker:
  - The next Recognition Ceremony is this Thursday at 5:00 p.m. at the Waring Theatre at Arapahoe Community College.
  - The Annual Remembrance Ceremony is this Saturday at 11:00 a.m. at Mineral HQ.
  - Attended the Metro Chiefs Conference last week where 100% (five metro departments) from Colorado were represented. There was significant concern over lithium-ion batteries. In New York it is exceeding cooking fires. It was a good conference and well-worth attending. The Colorado Metro Departments are considering putting in a bid to host the 2026 conference.
- Director Stahlman stated he and Chief Dell'Orfano presented an update to the Littleton City Council. Chief Dell'Orfano did a terrific job and enjoyed doing it together. Chief Dell'Orfano stated it was a good prototype for Board and Staff presentation and well-received by Littleton.
- Director Stahlman received a tour from Chief Burke of the wildland interface areas. It was fascinating to see it from Chief Burke's perspective.
- Director Roche stated she had the honor of responding with some of SMFR personnel, as a representative of the Arapahoe County Sheriff's Office, on a very difficult call. Honored to see how our agencies worked well together. Even though they were doing their jobs it gave an entirely different level of appreciation of the two agencies.
- Director Anderson stated a month or so ago a woman reached out to her to see if SMFR wanted to participate in a Financial Data Transparency Act grant that would create the machine-readable documents that are required for submission. Along with other first responder agencies, she has offered to create the readable documents for SMFR if we provide the documents that are publicly available, but she wanted our permission first.
- Director Shriver stated that for the last 11-12 years, Parker has held a state of the town sponsored by the Rotary Club. The Impact Award Nominee this year was Chief Baker. Director Shriver read the award & presented it to him.

## **EXECUTIVE SESSION (UPON MOTION)**

A motion was made by Jim Albee and seconded by William Shriver at 8:20 p.m. pursuant to §24-6-402(4)(e), C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiations regarding the City of Castle Pines URA. All were in favor and the motion carried.

The regular meeting reconvened at 10:02 p.m. with no action taken.

**NEXT MEETING**

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on July 10, 2023, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 10:02 p.m.

Attested by: 

Date: July 10, 2023