

THE CITY OF STREETSBORO, OHIO

SPECIAL SERVICE COMMITTEE MEETING MINUTES

Monday, January 23, 2023

This Special Service Committee Meeting was called to order on Monday, January 23, 2023 at 7:01 p.m. by Julie Field, Chairman. Mrs. Field gave an invocation and Mayor Broska led the Pledge of Allegiance.

PRESENT: Anthony Lombardo, Justin Ring, Jon Hannan, Mike Lampa, Jennifer Wagner, Julie Field

ABSENT: Steve Michniak [joined at 7:23 p.m.]

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Patricia Wain, Police Chief [joined at 7:21 p.m.]
Robert Reinholz, Fire Chief
Matt Miller, Finance Director
Bill Miller, Service Director
Justin Czekaj, Municipal Engineer
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Shawna Lockhart-Reese, HR Manager
Melissa Procop, Mayor's Executive Assistant
Caroline Kremer, Clerk of Council

MOTION: TO EXCUSE MR. MICHNIAK.

Moved by Mr. Lampa, seconded by Mr. Lombardo. Mr. Michniak was stuck in traffic due to an accident. Upon voice vote, **motion carried.**

Special Business

Update on Parks and Recreation/Community Center

Mayor Broska said representatives from the architectural firm, levelHEADS, (Christopher Trotta, Sr., Christopher Trotta, Jr., and Anthony Duncan) and the Construction Manager at Risk (CMR), Panzica Construction Company, (Mark Panzica, Kevin Sonnhalter, and Ken Flesse) were here tonight. Mayor Broska said Panzica was currently working with levelHEADS to bring us to a Guaranteed Maximum Price (GMP) for the construction of the building and build out of the site. The current budget was \$3.1 million. Mayor Broska said generally design/build projects were done with one GMP, but with the supply chain issues the market was dictating that the City have two GMP. The first one would be for the long lead items (electric, HVAC, and equipment) and it would allow the contractor to move forward with ordering these items. Some things had 30-44 weeks before delivery. The first GMP was expected to be presented to City Council on March 13, 2023.

The second GMP would be the final overall GMP for the building. The first and second GMP combined would be equal to the total cost of the project and would be presented to City Council on April 24, 2023. The two GMP approach was the preferred method so the City could open the building as soon as possible.

Christopher Trotta, Sr., CEO of levelHEADS, said the cost control and design were going very well with them including as many amenities as possible within the budget. He showed some concept plans, site plans and landscape plans [see attached]. The drawing of the back patio included a new firepit area. There were some other features added to the site including an outdoor bench at the front entrance, a flag pole to the right of the front of the building, and a shielded transformer pad in the back near the dumpster enclosure.

Mr. Trotta, Sr. said they had staked out the site and there were some trees that needed removed in February; after March 15 Ohio restricted removal of trees due to the migrating bats. There would be nice landscaping and new trees added to compliment the architecture of the parking lot and enhance the pedestrian activity.

Mr. Trotta, Sr. had provided a Construction Documents Schedule and they planned to finish up most of the drawings this month and all of the documents by late February. They were moving along very quickly and were doing well with all the engineer's civil/structural/mechanical/electrical/plumbing/landscape/technology/IT plans and had confirmed things with the appropriate City staff to make sure everything was considered properly. They were also looking at equipment for the building, which included refrigerator in the break room, copiers, etc. They were working on decisions for the interior finishes and had provided samples of the exterior and interior materials for Council to see in the City Hall conference room.

Anthony Duncan, architect from levelHEADS, confirmed some of the things completed in the last few weeks with the City's vision team were material selection and reworking the floor plan a little to add some amenities. Some things added were an ice machine and equipment within the breakroom. The event spaces would include TVs on the south wall of Event Room A and Event Room C with multiple data and electrical outlets to be flexible for additional presentation equipment. Another minor update was additional storage cabinets and counter space in the Parks and Recreation Offices space. The flooring would be large tile in the concourse and durable LVT (luxury vinyl tile) in the event space. The counter tops would be Corian not plastic laminate in the offices, conference room, bathrooms, and break room. Mr. Duncan said Panzica would be the Construction Manager at Risk (CMR) for this project and, along with the City vision team, they had worked closely with levelHEADS to develop this design thoughtfully.

Mark Panzica, Panzica President, explained why the two GMP process was important, especially given today's supply chain issues and cost environment. It gave them the ability to lock in pricing of long-lead time items, especially large mechanical and electrical equipment which could be anywhere from 36 to 52 weeks out. They had worked with levelHEADS, suppliers, and the engineers to identify which items were long lead items.

Panzica's Program Manager (PM) for the project was Kevin Sonnhalter and he discussed the long-lead time items. Mr. Sonnhalter said the first GMP would include the long-lead time items like electrical and mechanical units, plus doorframes and hardware, wood trusses, the operable partitions for the event space, and the detention system outside the building to catch the stormwater. The second GMP would be all the finishes, masonry, concrete for the foundations and patio space, and the rest of the building and landscaping. He said they were still at the budget of \$3.1 million and hoped to stay at that level as the process continued and the final drawings were produced from levelHEADS and the team.

Mrs. Field asked about the size of the outdoor patio space and if there would be electrical outlet access and/or lighting. The patio was about 30' deep off the back of the building and the width of the three event spaces (about 70') for about 2,000 sq. ft. There were outdoor wall-mounted sconces planned next to each of the event space doors with outlets below them. The floor of the event space was planned to be durable bamboo-looking LVT. [Chief Wain joined the meeting at 7:21 p.m.]

Mrs. Field thanked the presenters for coming tonight. She appreciated the presentation and liked the look of the proposal; she was please about it and liked how detail oriented they all were with their thoughtful decisions.

Mr. Lombardo noted that it was said tonight that they were on budget, but he wondered if there was a contingency amount built in to that budget for unforeseen things. Mr. Sonnhalter said there was a design contingency (about \$156,000) as well as a construction contingency (about \$76,000) within the figures. [Mr. Michniak joined the meeting at 7:23 p.m.]

Announcements

There will be a Finance Committee Meeting immediately following this meeting.

There being no further business to be addressed by this Committee, and upon motion by Mr. Lampa, seconded by Mr. Lombardo, this meeting adjourned at 7:25 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Julie Field, Chairman