



HUEBER-BREUER CONSTRUCTION CO., INC.
 Division of Fire Protection Services
 148 Berwyn Ave. / PO Box 515
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 315.476.7917
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Second District Volunteer Fire Department & Rescue Squad
 Feasibility Study Meeting #8
 November 6, 2014

ATTENDEES (√ indicates in attendance)

√	Sean Foran	Hueber-Breuer	sforan@hueber-breuer.com
√	Annette Schilling	Hueber-Breuer	Aschilling@hueber-breuer.com
	Julie Benzo	Hueber-Breuer	ibenzo@hueber-breuer.com
√	Gregory Adams	SDVFDRS Chairman	ggradams@verizon.net
√	Daniel Browne	SDVFDRS EMS	danielbrowne@engilitycorp.com
√	Earl Knott	SDVFDRS BOD	lori-girl@verizon.net
√	Robert Grant II	SDVFDRS President	rg1864@yahoo.com
√	Cathy Caulder	SDVFDRS EMS	koec3246@md.metrocast.net
√	Georgia Wheeler	Comm. Member	Sunset365@md.metrocast.com
√	Jason Bean	SDVFDRS Firefighter	Jason.bean@navy.mill
√	Heather Quade	SDVFDRS Firefighter	Hquade1@yahoo.com
	John P. Caulder II	SDVFDRS Co-Chairman	JPC0717@md.metrocast.net
√	Cindy Bowers	Past President/EMS	Cindy.bowes6@gmail.com

Old Business

01.10 Grant Opportunities/ Benzo Consulting.

- HB has a grant writer that works with the team and assists in potential grants that maybe available for the project. The district currently has pending grants from state for engineering and construction for boat pole barn. We will be exploring potential grant opportunities as the project moves forward.
 8/7 We are still exploring grant options. HB will investigate possible grant options for making the new station an Emergency shelter.
 8/21 Community foundation of Southern Maryland is a source for grants- HB to forward this information to Julie Benzo.
 9/18 HB goal to have further information for 10/2 meeting.
 10/2 Julie Benzo will be in attendance at our 10/16 meeting to discuss the grant process and potential opportunities.

10/16 Julie Benzo was in attendance and talked about the grant process and potential opportunities. Once the committee has a final option chosen with a proposed action plan Julie will be able to better explore potential grants.

11/06 No Change

02.02 Emergency Shelter

- The Department would like to explore options for making the new station a designated Emergency shelter.
 - Closest Shelter: Leonardtown High School
 - <http://www.stmarysmd.com/est/shelters.asp> ←Shelters in St. Mary's County
 - Julie Benzo to explore possible Grant opportunities

9/18 HB to have more information for 10/2 meeting.

10/2 HB distributed a 2010 FEMA handout as a point of reference. The handout included information regarding the different types and classifications of shelters that exist.

10/16 Julie Benzo advised the committee to use caution and carefully look into the details before determining your establishment of any type of emergency shelter.

11/06 No Change, Closed

03.01 Sub Station

- Once we have completed a call volume analysis we will have a better idea on if creating a substation would be beneficial in meeting the department's needs.

9/4 We plan on having a complete call volume analysis for our upcoming meeting

9/18 Call volume reviewed- substation concept will be reviewed as option #6.

10/2 Discussion on 9/18 and 10/2 regarding call volume and a new substation has resulted in the following: A new substation in the committee's opinion is premature, but should be included as a future goal in our "Proposed action plan".

10/16 No Change.

11/06 Closed

03.02 Helicopter Pad

- The committee would like to incorporate a helicopter pad into the study. We will research possible grants and state Aid.

10/2 Julie Benzo to advise on if funding is available for program needs such as this.

10/16 Once an option is selected we will determine if we can support space for a helicopter pad and if funding would be available. We have determined there would be no need for a heated pad.

11/06 Closed

03.03 Vehicle Replacement Plan

- Sean distributed a draft VRP. The committee will mark up with any updates and or additional information and forward back to HB to create final document. HB to also send this forum electronically to the Department for their use.

9/4 Jason Bean to take lead on working with Sean on this.

9/18 Heather and Jason provide required info.-Updated VRP will be distributed on 10/2.

10/2 For final report we need to:

- Confirm that the duration of life for an Ambulance is 15 years and Engine is 20 years.
- Revise cost for new base Pumper (\$600,000) & Ambulance (\$225,000)
- Obtain Photos of:
 1. Chiefs car
 2. Boat
 3. Ford Van

10/16 The VRP is almost 100% complete; all we have left is to add is how much is currently in reserves for each apparatus.

11/06 The department will complete the reserve portion separate from the study.

06.01 Option 5 Repurpose Existing Building with an Addition Discussion

- HB distributed a hand out of the square footage we had in option one. As a committee we discussed which department services should stay in the existing building and which would be more beneficial to put in the new addition.
- We discussed the following benefits of moving Fire/rescue to the new addition:
 - Existing Bays structurally not designed for today's apparatus.
 - Bay doors are too small.
- We will need to look into financing for building an addition directly connected to the existing building vs. Building a new structure unattached.
- HB will develop a proposed program for the addition and existing station for next meeting.

10/16 Sean took everything the committee discussed and created concepts for EMS apparatus to go in existing fire bays while the hall, kitchen and storage would stay in the same location and undergo renovation. The program would leave 18,088 SF that would be placed into new construction. A magnitude of cost associated with this was distributed to the committee.

11/06 No Change, Closed

06.02 Option Score Sheet

- In our upcoming meeting we will be scoring our options. HB handed out an option score card used on a previous project. If the committee could please comment back on the qualifiers. Is there anything that should be added or omitted? (See attached)
10/16 The main portion of the meeting was spent filling out and discussing the option score sheet. A blank score sheet was distributed and the committee began addressing each option relating to criteria noted as important. Each option score was entered as a percent of relative importance and then computed to a net score.

The score card proved that the following options would be in the best interest of the district:

- Option 1- New Facility on Adjacent site
- Option 5- Re-purpose existing Building add an addition

Now that we have 2 of the more viable options we would like to present them to the community and get their input.

11/06 No Change, Closed

07.01 HB to perform the following to further develop Option 1 and Option 5.

1. Research stations in Southern Maryland that were recently built and look at SF cost. HB will revise magnitude of cost if need be.
2. Hold a public forum on 11/6 to solicit public input.
3. Continue to develop VRP for district use
4. Issue final study with committee recommendation 12/11.

11/06 See New Business

New Business

08.01 Department Forum

- HB conducted an presentation on the project to the Department members on Wednesday 11/5.(See attached exit poll)

08.02 Public Forum

- Our 4th public forum was held Thursday 11/6. (see attached exit poll)

08.03 Development Procedures

- Hueber-Breuer brought a guest design firm to discuss project costs and development procedures for the State of Maryland.

08.04 Requests for Proposal

- Hueber-Breuer to forward a RFP for design services to SDVFDRS prior to the afternoon of 11/12 for their approval prior distribution by Hueber-Breuer.

08.05 Proposed Action Plan

- The committee has come to a decision that Option 5: Re-purpose the Existing building & Add an Addition be further developed in program and budget for consideration by the SDVFDRS and St. Mary's County.

08.06 Moving Forward

- Our next meeting is scheduled for December 9, at this time we will do the following:
 - Deliver the Feasibility study to the Committee
 - Review design proposals
 - Review proposed critical path for schematic phase
 - Review Hueber-Breuer's proposal for schematic design phase

Next Meeting: December 9, 2014 at 6pm.



Division of Fire Protection Services

Second District Volunteer Fire Department & Rescue Squad
 06 November (#04)
 Exit Poll Results (Department Meeting)

Are you a Fire Department Member?	<u>YES</u> 30		<u>NO</u> 0	
How many Public Forums have you attended?	<u>1</u> 14	<u>2</u> 5	<u>3</u> 4	<u>4</u> 2
How much increase in taxes would you support to upgrade the current station?	<u>\$0</u> 1	<u>\$25-\$75</u> 13	<u>\$75-150</u> 14	<u>\$150-\$300</u> 1
Which option do you feel is best?	<u>All New Station</u> 11	<u>Re-purpose existing building & Add an Addition</u> 14		<u>Neither</u> 3
Why do you feel this is the best option?	<p style="text-align: center;">Re-Purpose existing building & Add an Addition</p> <ul style="list-style-type: none"> • Do what is affordable. • Tax increase is less with repurpose as well as repurposing usable space. • Cost, best use of what we have. • Keep "historic" building (low priority but would be nice). Utilize existing space. County has too many empty buildings. • The base has to support the project. • Re-purpose existing building and add on is the best option b/c of the money and we can do it. • There is no need for a new station and addition would be fine. • Create new fire space and repurpose old fire space for EMS. <p style="text-align: center;">ALL NEW OPTION</p> <ul style="list-style-type: none"> • Split the Departments. • All new would be a better option for future in this area. The space would be very helpful. • All new Station b/c I spend a lot of time here, I see a need for a new facility based on more modern needs and future use. • To allow growth for future development • Would be a better option in the long run. The needs for this station increases so often and it creates more space needs. • Sub-Station • Price supports new more than remodeling. • Looking towards the future. • One Station. • A new station as stated will benefit both the community and needs of the department by at least 80%. • \$75 is only going to get you \$3million. Raise the roof enough to get normal trucks in and put an out building for the boat. <p style="text-align: center;">Neither</p> <ul style="list-style-type: none"> • Renovate the current building to fix our problems. • Renovate building and put up Sub station • Need to upgrade existing building to fix things, but we don't need a building when the department can't get membership to run the calls, so why spend money on a building that doesn't get the use. 			



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06 November (#04)
Exit Poll Results (Public Meeting)

Are you a Fire Department Member?	<u>YES</u> 11		<u>NO</u> 9	
How many Public Forums have you attended?	<u>1</u> 5	<u>2</u> 7	<u>3</u> 4	<u>4</u> 4
How much increase in taxes would you support to upgrade the current station?	<u>\$0</u> 2	<u>\$25-\$75</u> 9	<u>\$75-150</u> 4	<u>\$150-\$300</u> 4
Which option do you feel is best?	<u>All New Station</u> 4	<u>Re-purpose existing building & Add an Addition</u> 11		<u>Neither</u> 4
Why do you feel this is the best option?	<p style="text-align: center;">Unsure</p> <ul style="list-style-type: none"> • Not Sure the best way. • Fix up the building. <p style="text-align: center;">Neither</p> <ul style="list-style-type: none"> • Repair the existing add new storage. • Economic times are poor. • Build a sub-station. <p style="text-align: center;">Re-Purpose Existing Building & Add Addition</p> <ul style="list-style-type: none"> • To keep cost down and take advantage of existing useful space. • To have more room for Engines. • Money, About \$2 million from Fire Dept plus about \$2 million in grants leaves \$4 million. At \$21 per million/year that's \$81/yr new tax. Wouldn't want even that much less more. • Existing building is viable, renovations versus demo and new construction is more cost effective. • Keep existing building and add addition. • With uncertain about requirements to the north and good existing structure, this option seems like a good financial compromise. (re-purpose existing and add an addition) • Cost and utilization of existing building. • Rebuild fire Bay only. <p style="text-align: center;">All New Station</p> <ul style="list-style-type: none"> • Fire station needs bays beyond current requirements. • New construction is a better way to meet the cost/return and to receive the better needed design. • All new station, is a good return on investment. We are unique in county because we have combined Fire and EMS. 			