



22500 Salamo Road  
West Linn, Oregon 97068  
<http://westlinnoregon.gov>

**WEST LINN  
POLICE STATION  
STEERING COMMITTEE  
Minutes  
May 16, 2012**

**Attendees**

Committee Members Present: Troy Bowers, Thomas Frank, Karen Hensley, Grant Oakes, Dennis Richey, Jim Milne  
Committee Members Absent: Glen Freidman  
City Staff Present: Bob Galante, Elissa Preston, Terry Timeus  
City Staff Absent: Vic Lancaster

**Call to Order at 5:00 p.m.**

**Review of Group Mackenzie's Scope & Fee**

The Group Mackenzie Scope & Fee was more money than Bob hoped, but the form and amount it came in was fairly expected. Bob met with Troy for some advice, and then met with GM and went to work. Several changes have been made to the original Scope & Fee. Some "expanded services" will be assumed by Bob (to reduce the cost to the City) and others have been moved under "basic services". In addition, Bob has made many calls to check pricing, and confirmed their prices for several services are comparable. Although in the end, the overall amount is still a little over their 2011-cost estimate, they are on still target for what had Bob originally budgeted when he started on this project.

LEED Certification- The cost to achieve LEED Silver certification is much higher than originally estimated in the 2011-cost summary from Group Mackenzie. Bob asked them about this, and GM acknowledged they made a mistake in the 2011-cost estimate, and to mediate they will "forgive" their cost of roughly \$25,000, and only charge for the mechanical engineers. Bob asked Group Mackenzie for all the options for LEED and Bob will go read the code that the City adopted regarding meeting LEED standards. The options to be determined by the committee and the City are:

- A. Have the building meet LEED Silver standards, but not go through formal LEED certification (with a plaque)
- B. Have the LEED Silver certification, but not the yearly review with after-testing/tweaking.
- C. Full LEED Silver certification, including after-testing and continued tweaking.

Dennis asked if there are any grant opportunities associated with LEED certification. Bob stated he does not think there are. He also asked if warranties will be an issue, if we do not get LEED certified. Bob said no.

The Committee agreed to continue with the recommendation to Council to award Group Mackenzie a contract on June 11, based upon the base fee, and take a little more time to decide what option to use for LEED. The Committee would like to consult with the Sustainability Board on the subject of LEED to reinforce a decision. The Committee will likely not have a recommendation from the Sustainability Board before the Committee goes before council.

### **Other Business**

Owner of the homes wanted to pull windows out early. There is a clause in our contract with her that she just has to notify us. Bob informed her that we do still want the windows to be covered and painted to match the exterior color of the home. She will comply. She also said that one of the tenants needs an extra month. She currently receives \$600/mo in rent, and asked if the City would be willing to be a landlord for one month. Bob told her it would probably be ok, but he would discuss with the City.

Thomas asked if there was any way we could move the homes off the property and re-purpose them. Many committee members mentioned that it would often slow the process down too much to be a benefit. Bob would like the company who bids to demolish the buildings, decide how to take care of them.

### **Minutes from 5/2/12 Meeting Approved**

**Adjourned 5:45 p.m.**