



TOWN OF SURFSIDE BEACH ♦ TOWN COUNCIL CHAMBERS
September 11, 2007 ♦ 4:30 o'clock p.m.

ARCHITECT PRESENTATIONS WORKSHOP
FOR FIRE STATION
MEETING MINUTES

CALL TO ORDER.

Mayor Hyman called the workshop to order at 4:30 p.m. and welcomed those in attendance. Mayor Hyman, Mayor Pro Tem Truett, and Councilmembers Hiatt, Tuttle, Martin, McKown, and Samples Tuttle were present. A quorum was present. Staff present: Administrator Booth; Clerk Pinnell.

Mayor Hyman explained that the workshop was scheduled to allow architects to present their services that they could provide for the proposed new fire station in Surfside Beach.

4:30 LS3P Associates LTD, Charleston, SC

*John Ciccarelli, Studio Leader; Dennis Blaschke, Project Manager and
Joel McKellar, LEED Coordinator*

Mr. Ciccarelli gave a brief summary of his company stating that they were established in 1963 and have built up to 240 staff members in five cities throughout the Carolinas. Mr. Ciccarelli stated that their LEED (Leadership in Energy Environmental Design) project designer Allen Taylor would also be involved in the planning process. LS3P's information is on file. Mr. Ciccarelli stated that visioning is the big picture; it is finding out what this project means to the community. Mr. Ciccarelli stated that they would have a visioning session prior to the start of the project, which would include having a questionnaire being filled out by various staff members. Once the questionnaires are received back it then becomes the beginning of the actual design manual. This manual would then go through stages and eventually become the master plan. Mr. Blaschke presented photos of various conceptual designing projects they had worked on. Mr. Ciccarelli stated that they would include a LEED checklist to follow if we chose to go in this particular direction. Mr. McKellar explained that LEED is a performance measurement system, which shows how environmentally friendly a building can be. Mr. McKellar stated that they advocate LEED for all of their projects. Mr. McKellar stated that there are many things that can be incorporated into the project even if the Town did not choose to go through the entire LEED process. Mr. McKellar stated that recycled materials could be used, water efficiency through low flow faucets or waterless urinals; energy atmosphere where the sun is harnessed in a proper way could be considered. Mr. McKellar stated that the water used on washing the fire trucks could be recycled for irrigation and could also be used to flush toilets. Mr. McKellar stated that incorporating some of these ideas into a plan could save money on operating costs in the long run. Mr. McKellar stated that LEED is not just "tree hugging" it also encompasses indoor environmental quality. Mr. McKellar stated that a lot of time is usually spent in the dayroom and natural light can be configured into the setting to generate alertness and productivity. Mr. McKellar stated that they have a large amount of experience dealing with LEED projects. Mr. McKellar stated that his firm is a US Green Building Council Member and this Council oversees the LEED program and by being a member they can provide the Town with discounts on registration and certification fees. Mr. Ciccarelli stated that this project will set the precedent for future development and stated that they have the experience to bring creativity and innovation to the Town of Surfside Beach. Additional examples of their projects were presented on screen.

Mr. McKown and Ms. Tuttle stated that they would like to see some additional planning done to incorporate a master plan for a public safety complex. Mr. Ciccarelli stated that LS3P considers all possibilities in their design.

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5:00 Cole & Russell Architects, Cincinnati, OH

Mark Shoemaker, Government Design Director

Mr. Shoemaker stated that his firm has two locations, one in Cincinnati and one in Denver. Mr. Shoemaker stated that over the past nine years his firm has developed a "training by design" concept in their plans. Mr. Shoemaker stated one of the critical needs of a fire department is to have availability to ongoing training of personnel. Mr. Shoemaker stated that his firm designs fire stations to allow in-house training elements in their design, which would include the capabilities for training such as repelling and ladder training, space rescue; and discharge hose and sprinkler drills. Mr. Shoemaker stated that these could be added inexpensively as well. Mr. Shoemaker showed examples of his firm's various projects. Mr. Shoemaker stated that they have developed a questionnaire over the years to help with the planning and design project; this is provided to the staff directly related to the project to find out what their actual needs are. Mr. Shoemaker stated that there are many items to consider when planning a fire station and this process will give a clear understanding of what will be the best choice and what will fit the budget. Mr. Shoemaker stated that the budget would be discussed in the beginning stage so that time is not wasted in designing a fire station that the Town cannot afford. Mr. Shoemaker stated that there would be a series of meetings scheduled with staff and their engineers to determine what special needs and what type of equipment will be needed for each room. Mr. Shoemaker stated that these meetings would be documented so that everyone has an understanding of what was discussed and what was decided upon and continued to state that communication is critical to these projects. Mr. Shoemaker stated that it was also critical to designate public spaces and private spaces and to have a safe flow. Mr. Shoemaker stated that he believes the fire station to be one of the most important buildings in a community and it deserves to have a presence in the community. Mr. Shoemaker continued to show photos of fire station projects they have worked on in various other states.

5:20 DP3, Greenville, SC

Mark Eggl, Principal-in-Charge

Mr. Eggl stated that he is one of the founding partners of the firm, which was formed in 1984 and they are registered in 48 states. Mr. Eggl stated that DP3 has a lot of experience dealing with all types of government facilities from fire stations to law enforcement facilities and they also perform a lot of master planning as well. Mr. Eggl presented photos of various projects that his firm has worked on. DP3 information is on file. Mr. Eggl stated that it is very critical for the Town to identify a realistic budget at the outset of the project otherwise a lot of time and energy is wasted. Mr. Eggl stated that his firm has done more than 500 projects in hurricane prone areas with 200 of them being in Florida, which experiences the most hurricanes, and his firm has not received any claims on any of these buildings. Mr. Eggl stated that when they get a project done they get it done right. Mr. Eggl stated that Surfside Beach is likely to experience storm surges and these issues would need to be addressed when considering the construction of the fire station. Mr. Eggl stated that what we want to do is find the most economical way to achieve all of the goals that we want to achieve. Mr. Eggl stated that the fire station would need to set the tone of our complex, it must be consistent with the beach locale; it must perform the way that we want it to perform and it must be low maintenance. Mr. Eggl stated that designing a fire station is not that difficult to do and stressed once more that it is very important to establish a budget for the project at the very beginning. Mr. Eggl stated that the items that need to be determined are how large it needs to be, what type quality building do we need and how much do we want to spend. Mr. Eggl stated that function would need to include proper zoning of the spaces, proper layout and proper inter-functional relationships. Mr. Eggl stated that another thing to consider is future expansion of the facilities and understanding what your needs really are. Mr. Eggl stated that the building must also be able to stand up to a hurricane and must be low maintenance.

Mr. Martin asked Mr. Eggl who would be in charge of the project and then asked about LEED. Mr. Eggl stated that he personally would be in charge of this project and Michael Pry would be the project manager and they currently have two registered LEED designers with six additional employees, including him, getting ready to take the exam. Mr. Eggl stated that interaction during the project will be

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111 key to accomplishing what we need to accomplish and also stated that it is important to have a fun time
112 working on the project but to also do an outstanding job.

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114 **5:40 CDA Architects, Columbia, SC**

115 *Keith Sanders, Architect, LEED Professional; Michael Crutchfield, RMF Engineering-Mount Pleasant*
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117 Mr. Sanders stated that his firm would provide several cost estimates during the design process to
118 determine where the project would be in reference to the budget. Mr. Sanders showed photos of
119 various projects similar to what the Town of Surfside Beach is looking to accomplish with the fire
120 station. CDA Architect information is on file. Mr. Sanders stated that they have previous experience in
121 designing fire stations. Mr. Sanders stated that one of the LEED design elements the Town would want
122 to consider is ways to bring natural sunlight to the indoor areas. Mr. Sanders stated that one of the
123 design suggestions he had was to provide separate sleeping quarters with a unisex overflow area. Mr.
124 Sanders stated that ADC Engineering would be doing the structural and landscape design and that they
125 also have experience dealing with fire stations. Mr. Crutchfield stated that his firm, RMF Engineering,
126 would be involved in the mechanical engineering portion of the project. Mr. Crutchfield stated that there
127 are new systems out there that his firm would be suggesting in the plan and one being that there is a
128 new way to filter the exhaust from the trucks in the bay area. Mr. Crutchfield stated that the design
129 would include LEED elements, which is the green design initiative to make sure that the energy
130 footprint of the building is as small as it can be. Mr. Crutchfield stated that adding LEED elements
131 brings operating cost down. Mr. Sanders stated that no matter what firm the Town chose to do this
132 project he believes that it is important to incorporate LEED elements. Mr. Sanders stated that things to
133 think about when planning this project are to make sure that the facility will perform the way it should
134 and that environmental principals are used and to anticipate for the future and how it will integrate with
135 the other buildings in the complex. Mr. Sanders stated that it must also be done within the already
136 established budget. Mr. Sanders stated that his firm does not come to a project with pre-conceived
137 notions, they will listen to their client to see what their ideas are and then work from there. Mr. Sanders
138 stated that his firm and their affiliates are experienced, competent; they are all experts in their field, they
139 are the right size, which includes seven LEED professionals; they all work very well together and they
140 are all committed to each project they work on.

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142 Mr. McKown asked what their rate schedule was. Mr. Sanders stated that their rates run from \$150 per
143 hour and down to \$130 for architects and the interior design would be \$80-\$90 and then it would go
144 down to CADD operators and apologized for not including it in his package.

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147 **6:00 Stewart, Cooper, Newell Architects, Columbia, SC**

148 *James Stewart, Principal-in-Charge; Ken Newell, Project Architect*
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150 Mr. Stewart stated that they have worked on approximately 160 public safety facilities with 65 percent of
151 them being fire and rescue facilities. Mr. Stewart stated that the engineering company working on this
152 project would be J. Kirk Viola of Taylor & Viola Engineers. Mr. Stewart and Mr. Newell presented
153 photos of their extensive experience in fire station designs. Mr. Newell stated that there are many more
154 female firefighters today than years ago and one of their suggestions would be to design separate
155 sleeping rooms so that it can accommodate both sexes. Mr. Newell stated when deciding on a design
156 for a fire station a few things need to be considered; the Town would want a durable, maintenance free
157 building; it would want to make sure there was budget control and the Town would also want to make
158 sure that it had enough apparatus spaces. Mr. Newell stated that some ways to save money would be
159 on paving and another thing to consider is using porcelain tile on the floors with high traffic; it costs less
160 and is easy to maintain; it could just be hosed down easily. Mr. Newell stated that it is easier for fire
161 fighters to maintain and clean a building that is designed as low maintenance. Mr. Newell stated that
162 many of their designs are brick which means lower maintenance on the outside as well. Mr. Newell
163 stated that training features could also be included in the design of the fire station. Mr. Newell stated
164 that their project in Kitty Hawk, North Carolina was designed to catch stormwater and it was then
165 reused to fill their trucks. Mr. Newell stated that water could also be reused to flush toilets. Mr. Newell
166 stated that their firm has various phases they go through in designing a building. The first phase would

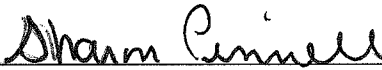
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167 be the programming and design phase, which would include staff interviews and answering a
168 questionnaire; they would then go into the design development phase/construction phase and then the
169 third phase would be the bid and negotiation phase. The construction phase is the most crucial phase
170 and it includes estimated construction costs and a project schedule.

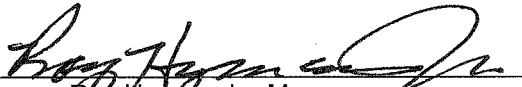
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172 Mr. Martin stated that they had not mentioned LEED in their presentation. Mr. Newell stated that they
173 are LEED certified and stated that he wanted the Town to be aware that it could cost approximately
174 40,000 to 60,000 dollars to get the certified papers to do a LEED project and if the Town wanted to
175 save money they could incorporate LEED elements without going through the added expense of getting
176 the project certified. Mr. Stewart stated that he believes that the LEED program needs to be fixed
177 because as it stands right now it adds 30 to 40% to the cost of the building.

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179 **ADJOURNMENT**

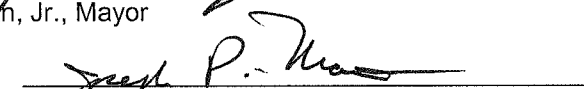
180 Mayor Hyman adjourned the Workshop at 6:20 p.m.

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183 Sharon Pinnell, Town Clerk

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185 Approved: September 25, 2007

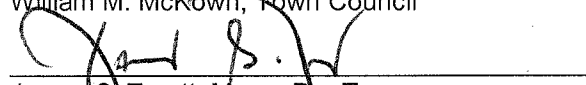
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187 Roy Hyman, Jr., Mayor

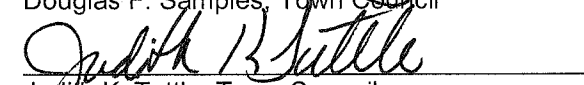
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189 Rebecca J. Hiatt, Town Council

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189 Joseph P. Martin, Town Council

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191 William M. McKown, Town Council

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191 Douglas F. Samples, Town Council

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193 James S. Truett, Mayor Pro Tem

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193 Judith K. Tuttle, Town Council

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199 Clerk's Note: This document constitutes minutes of the meeting, which was audio taped. In accordance with FOIA, meeting notice and the
200 agenda were faxed and/or emailed to local media and interested parties. A complete list is on file in the clerk's office. The agenda was posted
201 on bulletin boards outside council chambers and in the town hall reception area. Meeting notice was also posted on the town marquee.
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