



Emergency Operations Center Committee

Meeting Agenda

November 9, 2022 – 3:00 pm

Call to Order

Minute Adoption

July 27, 2022, Regular Meeting Minutes

July 27, 2022, Closed Session Minutes

Public Safety Building/Emergency Operations Center Consultant

Adjournment

Next Meeting Date/Time: November 23, 2022.3:00 pm

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Town of Swansboro
Emergency Operations Center Committee
July 27, 2022, Regular Meeting Minutes

In attendance: Paula Webb, David Degnan, Dwayne Taylor, Jennifer Ansell, Junior Freeman, Commissioner Larry Philpott, Commissioner Jeff Conaway, Dusty Rhodes, Roy Herrick, Jonathan McDaniel, Ed McHale. Laurent Meilleur, and Brenda Pugliese were absent.

Call to Order

The meeting was called to order at 3:00 pm.

Review Action Items from July 11th Meeting

RFQ Draft (feedback submitted from members)

Mrs. Webb reviewed the Draft RFQ with the committee and the members provided feedback. Recommended changes were made. Members were directed to provide names of specific consultants to Paula by Friday August 5th that they would like the RFQ sent to directly.

Board Comments

Mr. McHale shared that grants were available and should be considered for additional/alternative funds for this project.

Closed Session

On a motion by Mr. Conaway seconded by Mr. Rhodes, the board entered closed session at 3:00 pm pursuant to NCGS 143-318.11 (a) (5) for the discussion of possible property acquisition.

During closed session a motion was made to returned to open session. No action was taken.

Adjournment

The meeting adjourned at 3:44 pm.



EOC Committee Meeting Agenda Item Submittal

Item To Be Considered: Public Safety Building/Emergency Operations Center Consultant

Board Meeting Date: November 9, 2022

Prepared By: Paula W. Webb/Town Manager

Overview: The Committee recommended Becker Morgan as its top selection for the PSB/EOC Consultant at its October 27, 2022 meeting. In addition, the committee asked staff to inquire further into consultant costs.

Following the Board of Commissioners creation of the PSB/EOC Committee in March 2022. The Committee immediately went to work on site visits and developing a Request for Qualifications as provided for in the Emergency Management Committee Action Plan adopted by the Board of Commissioners in June 2022. The RFQ was submitted to multiple firms and provided on the Town website. At deadline, five Architectural Firms had submitted proposals.

Committee members reviewed/ranked the proposals. A committee interview team of six was then created, and the top three firms were interviewed on October 18, 2022.

Becker Morgan Oakley Collier Davis Kane

After discussion and individual ranking – the interview team recommended Becker Morgan, and on October 27, the full committee supported that recommendation. Becker Morgan is located in Wilmington, has experience in coastal design, considerable experience in public safety facilities design to fit the community, experience in master planning, accuracy on budgeting, and experience in the formal bidding process and project management. In addition, the committee asked staff to further inquire into consultant costs.

In conversation with all three firms, all were aware of the \$6 million dollar budget. Although, trends indicate that construction costs *may* be coming down, the current construction costs is \$425 – 450/sq ft. All have experience in conducting feasibility studies and/or developing master plans.

Becker Morgan's feasibility cost are typically \$15-25K, depending on a few things...

- whether we already have a property survey and which budget pays for it,
- whether we have any tricky or complex site matters – DOT, Duke, regional stormwater, zoning irregularities, etc. The more players we need to engage the higher the fee.
- the number of options needing study.

Becker Morgan indicated they could complete a feasibility study in 30-45 days.

Action: _____

Project design costs then ranging from 7-9% of the estimated construction costs.

Davis Kane's feasibility cost are typically \$12,000 - 15,000, generally based on the estimated effort they anticipate a project taking to complete, and not so much a percentage of construction cost. They estimate the feasibility study taking up to 6 weeks.

Project design costs then ranging from 8-10% of the estimated construction costs.

Oakley Collier shared that they typically wrap the feasibility costs into the 10% estimated construction cost and estimate a 12-week turn around for the study.

Background Attachment(s): None

Recommended Action: Re-affirm motion to recommend Becker Morgan as the consultant for the PSB/EOC Project completing one of the committee's tasks to provide a consultant recommendation as provided for in the Emergency Management Committee Action Plan.