

INVEST IN WILLMAR BOARD MEETING SUMMARY

The Invest in Willmar Board met at 4:00 p.m. Wednesday, October 9, 2019 in Conference Room No. 1 at the Willmar City Office Building.

Members present were: Tony Amon, Mary Sawatzky, Shawn Mueske, Audrey Nelsen and Matt Dawson arriving at 4:10 p.m.

Also present were: City Administrator Brian Gramentz, Recreation Director Rob Baumgarn, Community Center Chair Brian Kath and Administrative Assistant Janell Sommers.

City Administrator Gramentz presented a graph of a proposed construction schedule developed by City staff subject to adjustment once the Construction Manager becomes involved. Originally the Recreation Center design and bidding was not to start until October of 2020 with construction in 2021 until it was noted that the building is in-between the Civic Center and the Athletic Fields, which will have the inflated dome, and in order to connect those, the Recreation Center needs to be designed in conjunction so they all fit together. Mr. Gramentz explained the process from architectural design, plans and specifications to bidding and construction and why the timeline for some projects is lengthier than others. The design costs should be able to be cash flowed with approximately 18 months of taxes collected before the bids are opened. The bonding schedule was discussed in general.

The meeting was called to order at 4:17 p.m. following some discussion and presence of a quorum. A motion was made by Tony Amon, seconded by Mary Sawatzky and passed to approve the minutes of the September 11, 2019 meeting.

Recreation Director Rob Baumgarn gave a timeline presentation with a projected start for the design of the Recreation Fields of Fall of 2019 to be bid/awarded in early 2020 and construction starting in April/May of 2020. The south lot at the Civic Center can start immediately. The turf fields must be completed by August 1st and the softball fields ready by spring 2021 for softball season. The infrastructure of the bubble can be constructed in the spring/summer of 2020 with completion in the summer/fall with programming starting fall/winter.

Swansson Field can start design and testing fall of 2019 and be bid in January/February 2020 with construction start in May or August dependent on the CIP budget and field location that the committee selects. Project completion date to be determined after field location is set. Possible fall 2020 or fall 2021. Discussion was held in relation to the City's Capital Improvement Projects and which ball field should receive funding for lighting improvements

Event Center start date is design and testing in fall of 2019 with project award in January/February 2021, construction starting in April/May 2021 and project completion summer/fall 2022.

Robbins Island is projected to start in the fall of 2019. Upon completion of testing and documentation it will be bid in January/February 2020. In August 2020 staff is recommending to close the island after August 9th (last day of Rockin' Robbins). This will allow the parking lots, roads

and any infrastructure to be completed in the fall for 2020. The island would be reopened in time for the Celebrate the Lights event. Completion in fall 2020.

City Administrator Gramentz presented the summary of scores from the Construction Manager at Risk proposals. The selection committee met on October 7th and it was the consensus to recommend Marcus Construction to the Invest in Willmar Board. The average score was 90.2 versus 84.75 for Terwisscha. Although Marcus was \$93,000 more, their history of construction assignments was more in line with recreational type projects. The board went over the fees as Marcus Construction 9.1% of the \$18 million in projects or \$1.646 million and Terwisscha Construction 8.6% or \$1.553 million. It was a unanimous decision of the committee.

A motion was made by Tony Amon to recommend the City enter into a contract with Marcus Construction for the Construction Manager at Risk for the Local Option Sales Projects as stipulated in the proposal based on Marcus having more experience in the Construction Management field, their safety officer and record, and work completed on a multitude of recreational projects. Mary Sawatzky seconded the motion, which passed.

City Administrator Gramentz stated he will have Marcus assist with review of the RFP's for architectural services in the near future. Recreation Director Baumgarn noted the recommendation for Construction Manager at Risk will be before the Park and Recreation Board and Public Works/Safety Committee on October 23rd and before the City Council on November 4th.

Brian Kath, Community Center Chair, stated the committee recently met and were questioning what direction to take being the Community Center is going to be combined with City Hall? Shawn Mueske opined they should continue to meet to discuss what they want to see in the community center's side and where there can be some synergies of areas. Mr. Kath also expressed some of their needs and wants and that they did not want to be redundant with the event center. He was advised to contact the City Hall Task Force Chair Kathy Schwantes to work together.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Janell Sommers
Administrative Assistant