



## **MINUTES**

- I. Call to Order:** *Mr. Labriola called the meeting to order at 1:09 pm.*
- II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- III. Roll Call:**
  - Present: John Labriola, Chairman  
Mary Johnson  
F. Daniel Prickett  
Charles Lipuma, Mayor
  - Absent: Roger Warren  
Mark Permar
  - Also Present: Brian Wurst – LS3P  
David Burt – LS3P
- IV. Approval of Minutes:**
  - None
- V. Old Business:**
  - None
- VI. New Business:**
  - A.** Finalize the Proposal from LS3P
  - B.** Establish Meeting Schedule
  - C.** Review Design Proposal

Mr. Labriola began the discussion by reviewing the events to date. He stated that on May 21<sup>st</sup> the three respondents to the Town Architectural Services RFP presented their conceptual drawings for a new Municipal Center to the Committee. Following comments from the public in attendance and the members, the recommendation to engage LS3P as the architect for the project was made to the Ways and Means Committee and then approved by Town Council.

Mr. Labriola indicated that he and Mayor Lipuma met with representatives of LS3P to review the requested proposal and Committee Member along with Mr. Wurst and Mr. Burt from

LS3P engaged in an in-depth discussion of the construction project and the fee proposal that was presented.

**KIAWAH MUNICIPAL - GUIDELINE FOR BUILDING AND CONSTRUCTION PROJECT**  
**\$10M Total Project Budget / \$6M**

<b>I. CONSTRUCTION (HARD) COSTS (Building, Site, and Fit-out)</b>			
		<small>ESTIMATED SF</small>	<small>COST/SF</small>
A.	Building:	18,600 SF	\$322.58/SF
			<small>TOTAL</small>
B.	Site Improvements (including septic field):		\$1.1M
C.	Landscaping:		\$400,000
D.	Furnishings and Equipment:		\$465,000
E.	Security / CCTV / Card Access / Communications, etc.		\$300,000
F.	Contingency: 10%		\$800,000
<b>Total Construction (Hard) Costs</b>			<b>\$9,065,000</b>
<b>II. CONSTRUCTION (SOFT) COSTS (Design, Testing, Fees, and Reimbursable Expenses)</b>			
			<small>TOTAL</small>
A.	Basic Architectural Fees:		\$438,000
B.	Additional Design Consulting Fees:		
	FF&E and Supplemental Interior Design		\$46,500
	Security / CCTV / AV / Card Access Design, etc.		\$24,800
	Civil / Landplanning (including septic field)		\$89,100
C.	Land Use Expenses		Complete
D.	Inspections/Permits/Fees:		Included in HARD Costs
E.	Cost Estimates:		\$9,700
F.	Interest:		Included in HARD Costs
G.	Sales Tax:		Included in HARD Costs
H.	Miscellaneous Expenses:		
	Surveys/Studies:		Complete
	Geotechnical/Testing Consultants:		\$26,200
<b>Total Project Costs (Hard) Costs</b>			<b>\$ 9,065,000</b>
<b>Total Construction (Soft) Costs</b>			<b>\$ 634,300</b>
<b>I. Project Contingency</b> (Includes Owner Project Management, Moving Costs, Reimbursable Expenses and Other Expenses)			<b>\$ 300,700</b>
<b>TOTAL PROJECT COST</b>			<b>\$ 10,000,000</b>

**Mr. Prickett made a motion to recommend to Town Council the approval of the proposal from LS3P in the amount of \$438,000.00 in basic architectural fees for the Municipal Center project. The motion was seconded by Mrs. Johnson and was unanimously passed.**

Mr. Labriola stated that the scheduling of the Committee meeting would need be intergraded with LS3P design schedule and coincide with Ls3P's presentations to Council. Members agreed to continue with the meeting time of 1:00pm for the months of July and August.

Committee members discussed in detail the conceptual footprint of the proposed new building. Members contributed their suggestions as to what they saw as requirements to accommodate the needs of the individual members of the present and future Town staff as well the residents and visitors to the Municipal Center.

Mayor Lipuma joined the meeting to contribute to the building discussion.

**VII. Citizen Comments:**

**VIII. Committee Member's Comments:**

**IX. Adjournment:**

*The meeting was adjourned at approximately 2:58.*

Submitted by,

  
\_\_\_\_\_  
Petra S. Reynolds, Town Clerk

Approved by,

  
\_\_\_\_\_  
John D. Labriola, Chairman

8-3-2015  
Date