

REPORT OF  
BUILDING OVERSIGHT COMMITTEE  
RE: PROSPECTIVE "WINCHESTER HOUSE" FACILITY  
FEBRUARY 5, 2018

TO: ALL MEMBERS OF WINCHESTER CITY COUNCIL

This report is intended to update the Council on recent activity of the recently established Building Oversight Committee (BOC) relative to the work currently under way at 313 S. Meridian St., Winchester, IN, site of the former First United Methodist Church, and now the prospective home for a state-sponsored drug rehabilitation facility to be operated by the Volunteers of America Indiana (VOAIN) in a currently vacant building now owned by the City of Winchester.

The BOC, which is comprised of Council appointees Ron Loyd and Nan Harris and Mayoral appointee Skip Overmeyer, has met twice (Jan. 18<sup>th</sup> and Feb. 1<sup>st</sup>), not as a committee, but rather as invited guests, with representatives of the General Contractor (Pridemark Construction), Mayor Byrum and Mr. Bret Dodd who is under contract with the City of Winchester as the Owner's Representative for this project. Also participating in the meetings by telephone were Mr. Scott Falk (project Architect) and Ms. Shannon Schumacher (representing VOAIN). Both meetings were held at the project location.

These meetings are intended to provide a way for Mr. Dodd, the Mayor and the BOC to remain aware of the status of the work as it proceeds and for the BOC to 1) make suggested changes and 2) scrutinize and determine the viability of changes suggested by others to the scope of the work.

To date, work has been limited to interior demolition work and getting the building ready for the renovations specified in the contract. All work will be confined to the first and second floors of the building as buildout of the basement area (an alternate in the contract) has been deemed to be undoable with the currently approved budget for the project.

The current timeline on the project calls for completion of all work on or before May 27, 2018, but the contractor is making efforts to expedite same. Mr. Dodd (and the Contractor) still hope that completion can be realized by sometime in late April.

The BOC is committed to asking questions, making suggestions and cooperating with the contractor to see that the project is completed as expeditiously as reasonably possible and that the total cost of the project does not exceed the amount previously authorized by the Council.

REPORT OF  
BUILDING OVERSIGHT COMMITTEE  
RE: PROSPECTIVE "WINCHESTER HOUSE" FACILITY  
FEBRUARY 19, 2018

TO: ALL MEMBERS OF WINCHESTER CITY COUNCIL

This report is intended to update the Council on recent activity of the established Building Oversight Committee (BOC) relative to the work currently under way at 313 S. Meridian St., Winchester, IN, former site of the First United Methodist Church, and now the prospective home for a state-sponsored drug rehabilitation facility to be operated by the Volunteers of America Indiana (VOAIN) in a currently vacant building now owned by the City of Winchester.

The BOC has yet to meet as a committee, but committee member (and City Councilor) Ron Loyd has attended, as an invited guest, three (3) Project Update meetings between representatives of the General Contractor (Pridemark Construction), Mayor Byrum and City's Representative for this project, Mr. Bret Dodd of Strategic Planning Studio. Also participating in the meetings by telephone were Mr. Scott Falk (project Architect) and Ms. Shannon Schumacher (representing VOAIN). These meetings were held at the project site on January 18, 2018, February 1, 2018 and February 15, 2018.

The purpose of these meetings is to provide a way for Mr. Dodd, the Mayor and the BOC to remain aware of the status of the work as it proceeds and for the BOC to 1) make suggested changes and 2) scrutinize and determine the viability of changes suggested by others to the scope of the work. Through Mr. Dodd's leadership, these meetings have identified various cost-saving and other necessary changes to the scope of the work resulting in a reduction of the cost of the project in the amount of more than \$20,000.

Work on the project to date has included interior demolition/removal of walls, electrical, plumbing, exterior windows, etc., and has now progressed to the point where new interior walls, electrical/plumbing rough-in, etc. has begun. As previously reported, all work is being confined to the first and second floors of the building as buildout of the basement area (a \$150,000+ alternate in the contract) has been deemed to be undoable with the currently approved budget for the project.

The current timeline on the project calls for completion of all work on or before May 27, 2018, but the contractor is making efforts to expedite same.

The BOC is committed to asking questions, making suggestions and cooperating with the contractor to see that the project is completed as expeditiously as possible and that the total cost of the project does not exceed the amount previously authorized by the Council.

Submitted this 19th day of February 2018 by Councilor Ronald L. Loyd

UPDATE REPORT ON  
"WINCHESTER HOUSE" FACILITY

MARCH 5, 2018

TO: ALL MEMBERS OF WINCHESTER CITY COUNCIL

This report is intended to update the Council on the current status of the renovation work being undertaken at 313 S. Meridian St., Winchester, IN, the prospective home for a state-sponsored drug rehabilitation facility to be operated by the Volunteers of America Indiana (VOAIN) in a currently vacant building now owned by the City of Winchester.

To date, there have been four (4) Project Progress (or Project Update) meetings. These meetings have all been held at the project site and have each been attended by Mayor Shon Byrum and Councilor Ron Loyd, both as invited guests of the project's General Contractor. Meeting principals have included on-site representatives of the General Contractor (Pridemark Construction), Mr. Bret Dodd of Strategic Planning Studio, who is serving as the City's primary representative on the project and, by telephone, Mr. Scott Falk (project Architect) and Ms. Shannon Schumacher (representing VOAIN). These meetings were held on January 18, 2018, February 1, 2018, February 15 and March 1, 2018.

The purpose of these meetings is to provide a means by which all parties can remain aware of the status of the work as it proceeds, consider and determine the viability of suggested changes to the scope of the work and/or alternative (less expensive) methods, materials, etc. Through Mr. Dodd's leadership, these meetings have identified various cost-saving and other necessary changes to the scope of the work resulting in a net reduction in the cost of the project.

Status of the project through 3/1/18 is as follows:

1. Exterior windows demolition, first and second floor rough framing 100%.
2. Exterior wall cuts 80% complete.
3. Core Drilling 50% complete.
4. Fire Protection rough-in 100% complete.
5. Electrical rough-in second floor 100% excluding fire alarm system.
6. HVAC rough-in 80% complete.
7. IT Security system rough-in/wiring started 2/27/2018.

Progress over the next two weeks is anticipated to include:

1. Fire alarm rough-in 100% complete.
2. Core drilling 100% complete.
3. Second floor drywall hanging 60% complete.
4. First floor electrical rough-in 70% complete.

5. HVAC rough-in 100% complete.

6. Door frames ship week of 3/12/2018.

7. Windows ship week of 3/19/2018.

Through the efforts of the Mayor, Councilor Loyd and Mr. Dodd, several local contractors have again been invited to bid certain aspects of the project. Earlier efforts (by Mr. Dodd) to involve such locals met with little success. It is anticipated that bids from these local contractors will result in additional potential cost savings.

As previously reported, all work is being confined to the first and second floors of the building as buildout of the basement area (a \$150,000+ alternate in the contract) has been deemed to be undoable with the currently approved budget for the project.

While all parties are making efforts to expedite completion of the project (and eventual opening of the facility), the current timeline on the project still calls for completion of all work by the end of May 2018.

The next Project Progress/Update meeting is scheduled for Thursday, March 15, 2018.

Submitted this 5th day of March 2018 by Councilor Ronald L. Loyd