

FMRP Oversight Team Meeting – Summary Notes

12:00 Noon, August 24, 2016 at Currents Headwater's Conference Rm.

Oversight Team (OT) Members Present: Barbara Berens (chair), Pat O'Herren, Donna Gaukler and Dale Bickell

Oversight Members (OT) Absent: John Wilson, Chris Lounsbury and Andrew Czorny

Design Team Members Present: Larry F., Garrick S., and Lisa M., Neil M., Stephen T. (JCG)

TLG – The Land Group

OT – Oversight Team

JCG – Jackson Contracting Group

AGENDA

- Approve TLG Add Service #6 – Wayfinding -Phase II
- Approve TLG Add Service #7 – SITES
- General Construction / Design Update from Neil M.

Summary of Agenda Discussion Items

Neil M. began the meeting by reviewing project cost savings and expenditures related to phase I contingency. Current contingency balance is \$22,755.63 – Added costs to contingency are not anticipated.

Approve TLG Add Service #6 – Wayfinding – Phase II

Design service contract #6 added services for wayfinding & signage to the original TLG contract for an amount of \$35,597.00. CREO is the sub-contractor working under TLG for the design and development of FMRP wayfinding and signage.

Approve TLG Add Service #7 – SITES

As determined through a review of the SITES Prerequisites and Criteria as outlined in the SITES v2 Reference Guide, The Land Group (TLG) has determined through assessment of the West Parcel and East Parcel design documents and past Fort Missoula Regional Park efforts, the FMRP project may be a candidate for SITES certification at either a Certified, Silver, or Gold certification level with a range of 95 to 104 points possible. However, certification and the pursuit thereof is contingent upon the GBCI considering and allowing specific variances to some of the Prerequisites due to site specific conditions, and the time the project began (years before the establishment of SITES Certification).

The documentation and submission of the FMRP project for SITES certification will require substantial collaboration and documentation. Missoula Parks and Recreation will take the lead in this endeavor and Neil Miner will act as the Administrator, and will make the final submission for certification. The attached SITES Documentation Needs Summary as prepared by TLG (Attachment A) outlines the anticipated level of effort with responsible parties who will take charge for each prerequisite or credit as identified. The Land Group will provide additional services as highlighted in Attachment A including necessary subconsultant services as highlighted. Required deliverables for TLG responsible items as highlighted will be provided to Neil Minor for the SITES certification submittal. Also, as needed and requested by Neil Miner, TLG may provide additional assistance with other Prerequisite and Credit tasks as requested. The work provided by TLG under these additional services shall be based on a fixed fee, not to exceed basis.

The Add Service #7 – SITES is not to exceed \$32,500.00 based on an hourly rate from TLG. Neil M. will lead the project and pull in additional internal staff support as needed.

Neil M. reviewed the SITES documentation Needs Summary highlighting who would be completing what documentation to meet SITES certification. Minimal work is expected to be required from JCG, thus expecting a minimal cost from JCG.

Pat O'Herren made a motion to approve TLG Add Service #6 and TLG Add Service #7, Dale Bickell seconded. None opposed. Motion passed.

General Construction / Design Update from Neil M.

Is there OT interest in scheduling a future site visit to FMRP? The artificial turf field is complete, sod is installed on the soccer fields and some trees are beginning to be planted.

The fence along South Avenue on the park side is to prevent parking and prevent people from driving into the park and onto the soccer fields damaging turf, trees and park landscaping.

Phase II Bid Docs are anticipated to go out to bid in September and awarded in October 2016

Pickleball user groups continue fund raising for 2 additional courts as part of Phase II construction, for a total of 6 Pickleball courts

Barbara B. inquired about the 3,000 cubic yards of topsoil that was short in Phase I. The Projects team is exploring a possible reduction in soil profiles. There is a topsoil source identified by the Airport that has been approved for meeting project soil standards. JCG is working to define a cost for hauling.

September 14, 2016 was identified as a possible date for OT to visit FMRP from 11 – 1 PM. Neil M. will extend and coordinate the site visit.

Approved by Barbara Berens (Chair)  on this day: 9/19/16
(Signature) (Date)