

FMRP Oversight Team Meeting – Summary Notes
11:00 A.M., April 27, 2016 at Currents Headwater's Conference Rm.

Oversight Team (OT) Members Present: Barbara Berens, Pat O'Herren, Donna Gaukler, Dale Bickell, Andrew Czorny (arrived 11:25 AM)

Design Team Members Present: Shirley Kinsey, Matt Lautzenheiser, Neil Miner, Larry Farnes, Lisa Moisey, Mark Kobos (JCG), Garrick Swanson

Absent: John Wilson, Chris Lounsbury

JCG – Jackson Contracting Group

TLG – The Land Group

OT – Oversight Team

AGENDA

- Revisit Procurement Approval and Timeline
- Approve remainder of items from Neil's 4/21/2016 email
- Approve PCCO #6 (some of which includes item's from Neil's 4/21/2016 email)
- Approve use of office at Fort Missoula Historical Museum for Owner Representative Construction Manager for \$250/month
- Review and approval of ~\$935K Owner Budget/Ongoing operating budget, and authorization to proceed with procurement of owner items and requests of operating budgets
- Update on Bond sales, costs and fees

Summary of Agenda Discussion Items

Approve remainder of items from Neil's 4/21/2016 email

1. Century Link fiber service to restroom: \$11,335.68. There may be some additional costs for JCG associated with pulling in the conduit for this. We will also run the County's conduit at the same time to the Fort. (paid from a different budget)
2. CXT Restrooms: \$36,945.00 and \$86,045.38. These were reviewed as part of the Phase I budget, to be provided by Owner for cost savings.
3. Irrigation changes: \$15,136.00. These changes were identified in the irrigation preconstruction meeting by the irrigation contractor and suppliers to improve efficiency and maintainability in the system. We will use the construction contingency budget for these items.
4. Pump Changes: \$13,440.00. We are selecting items 1 and 2 at this time. These changes are necessary to expedite the development of the well, essentially buying us 2 weeks of time necessary in production, because of delays due to final signing of water rights. Item 3 is cost for a filter should the sediment in the well require additional filtering beyond the specified screen. Items 1 and 2 will also come out of the construction contingency budget.

Items were approved via an email vote coordinated by Barbara Berens:

No – 2 / Yes – 4. Items approved.

Approve PCCO #6 (Prime Contract Change Order) some of which includes item's from Neil's 4/21/2016 email

The balance of PCCO#6 will use funding from construction contingency budget

- Slope back material @ UM/Army Property off Green Guidon
 - Goal is to get contractor paid and seek possible reimbursement from UofM
- Prevailing wage from Building rate to Heavy rate
 - Heavy job scale rates will increase project cost
 - Contractors are currently being paid at the Heavy job scale rate

Dale B. recommends reviewing prevailing wage classifications/process from here on out.

- Neil Miner will share the file he has built from his research regarding a rate increase.
- Early on in the process of FMRP construction, JCG conducted a polling of estimated trade hours for work to be completed. JCG documented the hours to prevent a possible increase in reported trade hours with an increase in rate.

JCG is finalizing the contract with Riverside Construction. The project is expecting a credit from Riverside Construction.

Dale B. made a motion to approve PCCO #6 (Prime Contract Change Order), Pat O'Herren seconded the motion. None opposed. Motion passed.

Review and approval of ~\$935K Owner Budget/Ongoing operating budgets, and authorization to proceed with procurement of owner items and requests of operating budgets

Donna G. provided an overview of the Owners Budget starting with the budget for office use at Fort Missoula Historical Museum for Project Owner Construction Manager. Al Brule was hired as a temporary City employee as Project Owner Construction Manager. Donna gave a brief background of his credentials and construction experience. The Project Owner Construction Manager budget is from now – early November 2016.

OT supports funding of the position and operation costs to be funded from the bond.

Donna G. reminded OT that the County parcel and City parcel of FMRP will be managed as one comprehensive park. FMRP will be managed as a sports complex with marketing and branding to generate revenue.

- FMRP Recreation Startup Costs
 - Recreation Events Specialist Position filled by Nikki Perez to promote FMRP
 - Equipment at Pavilion to support large events and revenue
 - Office Building Opening / Operation Costs
 - Trailer Purchases / Out fitting / Operation Costs
 - \$ savings to have trailers Vs. building construction costs
 - Startup Cost & Operations
 - Includes additional staff and maintenance – Will work with Valley Landscaping to train City Park Maintenance staff on proper turf management.
 - Lower startup cost with phase II as equipment will be purchased and staff will have a foundational level of turf management training and experience with phase I maintenance and management
 - Park Maintenance Equipment
 - Some equipment has already been purchased to meet park maintenance needs as sections are completed (72" John Deere 1445 or equivalent mower, Aerator, ½ ton truck)
 - Larry Farnes, County and Jack Stuckey, City agree to support equipment needs and purchase to meet budget constraints

- Projects Team is asking OT to authorize the ~\$935K Owner's Budget to procure items to get park operational
 - All Owner budget items are in the bond except
 - Sweeper and software

Dale B. expressed concern about the sweeper and air compressor in Owner's Budget

- Due to the large irrigation system at FMRP, a large air compressor is needed to blow out the lines for winterization. A large enough local air compressor for seasonal rent is unavailable.
- Could the cost of a large air compressor be shared with a local golf course and utilized to manage both irrigation systems?
- Dales B. feels that sweeping should be contracted due to intermittent use

Andrew C. inquired about the utilities line item for \$4,829 on the Cities Fiscal Year 2017, FMRP Renovation Phase II County document. Are utilities being paid for by bond funding? Yes, but only those incurred before the park is accepted from the contractor and opened to the public. The \$4,829 utility line item is for startup costs to open the park. Utility services are needed to build the park.

Dale B. inquired about using bond funds for utility startup costs.

JCG is currently paying utilities as construction costs until the project is accepted by the City.

Pat O'Herren made a motion to approve Owners Budget at ~\$935K reserving air compressor and sweeper for further discussion, Dale Bickell seconded the motion. None opposed. Motion passed.

Fiscal Year 2017 Operation Budget Request/ Review

Donna G. introduced the four documents – Next OT meeting will review Q&A of related documents

FMRP Renovation-Phase II County; FMRP Equipment CIP (P&T Bond); FMRP Expansion – Phase I City; Fort Missoula Rec.

- Donna G. updated OT on the importance of the City purchasing equipment that City employees will be operating and maintaining for safety and insurance benefits. OT concurred.
- County portion of FMRP will be closed off for construction. County funding will still be needed for July through closedown to relocate & maintain programs throughout the City Park system for 1 summer

Revisit Procurement Approval and Timeline

Larry Farnes reminded OT on the importance and benefit of making in-field construction management decisions to keep projects moving forward. Field construction decisions would be discussed and evaluated by the construction oversight team: Neil Miner, Larry Farnes and Al Brule.

Neil informed OT that he approved changes for irrigation / pump changes to meet project timeline constraints. The decision was driven by the need to have water on site when sod is installed. Use of contingency funding is common practice in construction to manage unexpected project related costs.

OT discussed authorization of the construction team to purchase up to \$25K as long as they do not exceed 10% of original contract cost and funding is in contingency budget.

Andrew C. is comfortable with construction team to make decisions.

Dale B. is comfortable with construction related decisions that do not require a contract change without OT or BCC support.

Project Updates

MDT Comments were received regarding South Avenue improvements

- South Ave. is a minor arterial route. MDT has ultimate authority. There are conflicting comments between the Missoula District MDT office and Helena MDT office. Neil anticipates changes greater than \$25K. A resolution of comments is expected within the week.

CREO – Wayfinding / Historic Interruptive Sign Package

- CREO scope and budget as TLG consultant will likely be coming to OT

Phase II 65% Drawings are expected today (April 27, 2016)

- Comments are due May 5th at noon to Neil M.
- JCG will provide an updated cost estimate
- Andrew C. will need to provide a revised GO Bond costs budget to inform available funding for Phase II construction costs

Approved by Barbara Berens *Barbara Berens* on this day: *5/9/16*
(Signature) (Date)