

== NOTICE OF MEETING ==

CAPITAL IMPROVEMENTS COMMITTEE

Committee Meeting – Friday, October 12, 2018 – 10:00 a.m.
Municipal Courtroom – Branson City Hall – 110 W. Maddux

AGENDA

- 1) Call to Order.
- 2) Roll Call.
- 3) Regular Reports:
 - a. Minutes of February 9, 2018.
 - b. Minutes of May 4, 2018.
 - c. Minutes of July 27, 2018.
 - d. Minutes of August 17, 2018.
 - e. Minutes of August 23, 2018.
- 4) Change Order Discussion.
- 5) Adjourn.

Where Values are the Difference

OCTOBER: OPEN COMMUNICATION/TRANSPARENCY

Open sharing of information between employees, citizens and visitors

Posted: October 10, 2018

At: _____ By: _____

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For more information please visit www.bransonmo.gov or contact:

Lisa Westfall, City Clerk, 417-337-8522

MINUTES

**MEETING OF THE CAPITAL IMPROVEMENTS COMMITTEE
CITY OF BRANSON, MISSOURI
FEBRUARY 9, 2018**

1) CALL TO ORDER

The Capital Improvements Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on February 9, 2018, at 10:00 a.m.

2) ROLL CALL

Krystal McDaniel with the Finance Department called roll: Mayor Karen Best, City Administrator Stanley Dobbins, Alderman Mike Booth, Alderman Rick Castillon and Michael Pinkley. Absent: Gerald Buckley.

Also present from the City were: Finance Director Jamie Rouch, Assistant Finance Director Stacy McAllister and City Engineer Keith Francis.

3) CAPITAL PROCESS DISCUSSION

City Administrator Stanley Dobbins and Finance Director Jamie Rouch opened the capital process discussion. Discussion was held.

4) PUBLIC SAFETY CAPITAL FINANCE DISCUSSION

Finance Director Jamie Rouch presented the public safety capital financing to the Committee and discussed a memo from Columbia Capital. Discussion was held.

5) ADJOURN

Mayor Karen Best asked for a motion to adjourn. Alderman Mike Booth moved to adjourn, seconded by Alderman Rick Castillon. Ayes: 5, Noes: 0. Meeting adjourned at 11:09 a.m.

MINUTES

JOINT MEETING OF THE
BUDGET & FINANCE COMMITTEE AND
CAPITAL IMPROVEMENTS COMMITTEE
CITY OF BRANSON, MISSOURI
MAY 4, 2018

1) CALL TO ORDER

The joint meeting with the Budget & Finance Committee and Capital Improvements Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on May 4, 2018, at 9:00 a.m.

2) ROLL CALL

Krystal McDaniel with the Finance Department called roll.

Budget & Finance Committee: Mayor Karen Best, City Administrator Stanley Dobbins (joined the meeting at 9:47 am), Pamela Yancey (joined the meeting at 9:13 am) and Rod Romine (left the meeting at 10:42 am.) Absent: Alderwoman Betsy Seay and Alderman Bob Simmons.

Capital Improvements Committee: Mayor Karen Best, City Administrator Stanley Dobbins (joined the meeting at 9:47 am), Alderwoman Cris Bohinc, Alderman Bill Skains and Michael Pinkley. Absent: Gerald Buckley.

Also present from the City were: Finance Director Jamie Rouch, Assistant Finance Director Stacy McAllister and Chris Fabian with the Center for Priority Based Budgeting.

3) PRIORITY BASED BUDGETING TRAINING

Finance Director Jamie Rouch opened the discussion/training and introduced Chris Fabian. Chris Fabian completed the PBB training. Discussion was held.

4) ADJOURN

Mayor Karen Best asked for a motion to adjourn. Alderman Bill Skains moved to adjourn, seconded by Pamela Yancey. Ayes: 6, Noes: 0. Meeting adjourned at 11:26 a.m.

MINUTES

JOINT MEETING OF THE
BUDGET & FINANCE COMMITTEE AND
CAPITAL IMPROVEMENTS COMMITTEE
CITY OF BRANSON, MISSOURI
JULY 27, 2018

1) CALL TO ORDER

The joint meeting with the Budget & Finance Committee and Capital Improvements Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on July 27, 2018, at 9:00 a.m.

2) ROLL CALL

Krystal McDaniel with the Finance Department called roll.

Budget & Finance Committee: Mayor Karen Best, City Administrator Stanley Dobbins, Alderman Bob Simmons, Pamela Yancey and Rod Romine. Absent: Alderwoman Betsy Seay.

Capital Improvements Committee: Mayor Karen Best, City Administrator Stanley Dobbins, Alderwoman Cris Bohinc, Alderman Bill Skains, Michael Pinkley and Gerald Buckley.

Also present from the City were: Finance Director Jamie Rouch and Assistant Finance Director Stacy McAllister.

3) DISCUSSION OF PRIORITY BASED BUDGETING PEER REVIEW OF FY 2019-2020 CAPITAL REQUESTS.

Finance Director Jamie Rouch opened the priority based budgeting peer review of 2019-2020 capital requests discussion. Discussion was held.

Mayor Karen Best left the meeting at 11:00 a.m.

Break at 11:00 a.m.

Back in Session at 11:10 a.m.

4) ADJOURN

Budget and Finance Committee: Alderman Bob Simmons asked for a motion to adjourn. City Administrator Stan Dobbins moved to adjourn, seconded by Pamela Yancey. Ayes: 4, Noes: 0. Meeting adjourned at 12:04 p.m.

Capital Improvements Committee: Alderman Bob Simmons asked for a motion to adjourn. Michael Pinkley moved to adjourn, seconded by Alderman Bill Skains. Ayes: 5, Noes: 0. Meeting adjourned at 12:04 p.m.

MINUTES

JOINT MEETING OF THE
BUDGET & FINANCE COMMITTEE AND
CAPITAL IMPROVEMENTS COMMITTEE
CITY OF BRANSON, MISSOURI
AUGUST 17, 2018

1) CALL TO ORDER

The joint meeting with the Budget & Finance Committee and Capital Improvements Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on August 17, 2018, at 9:00 a.m.

2) ROLL CALL

Krystal McDaniel with the Finance Department called roll.

Budget & Finance Committee: City Administrator Stanley Dobbins, Alderman Bob Simmons and Pamela Yancey. Absent: Alderwoman Betsy Seay, Mayor Karen Best and Rod Romine

Capital Improvements Committee: City Administrator Stanley Dobbins, Alderwoman Cris Bohinc, Alderman Bill Skains, Michael Pinkley and Gerald Buckley (attended the meeting at 9:55 a.m.) Absent: Mayor Karen Best.

Also present from the City were: Finance Director Jamie Rouch and Assistant Finance Director Stacy McAllister.

3) DISCUSSION OF PRIORITY BASED BUDGETING PEER REVIEW OF FY 2019-2020 CAPITAL REQUESTS.

Finance Director Jamie Rouch opened the priority based budgeting peer review of 2019-2020 capital requests discussion. Discussion was held.

Break at 10:27 a.m.

Back in Session at 10:35 a.m.

4) ADJOURN

Quorum lost at 11:57 a.m. due to Alderwoman Cris Bohinc and Jerry Buckley leaving the meeting.

MINUTES

JOINT MEETING OF THE
BUDGET & FINANCE COMMITTEE AND
CAPITAL IMPROVEMENTS COMMITTEE
CITY OF BRANSON, MISSOURI
AUGUST 23, 2018

1) CALL TO ORDER

The joint meeting with the Budget & Finance Committee and Capital Improvements Committee of the City of Branson, Missouri met for a meeting in the Courtroom of the Branson City Hall on August 23, 2018, at 9:30 a.m.

2) ROLL CALL

Krystal McDaniel with the Finance Department called roll.

Budget & Finance Committee: Mayor Karen Best, City Administrator Stanley Dobbins, Alderman Bob Simmons, Pamela Yancey and Rod Romine. Absent: Alderwoman Betsy Seay.

Capital Improvements Committee: Mayor Karen Best, City Administrator Stanley Dobbins, Alderwoman Cris Bohinc, Alderman Bill Skains, Michael Pinkley and Gerald Buckley.

Also present from the City were: Finance Director Jamie Rouch and Assistant Finance Director Stacy McAllister.

3) DISCUSSION OF PRIORITY BASED BUDGETING PEER REVIEW OF FY 2019-2020 CAPITAL REQUESTS.

Finance Director Jamie Rouch opened the priority based budgeting peer review of 2019-2020 capital requests discussion. Discussion was held.

4) ADJOURN

Mayor Karen Best asked for a motion to adjourn. City Administrator Stan Dobbins moved to adjourn, seconded by Bill Skains. Ayes: 9, Noes: 0. Meeting adjourned at 11:12 a.m.

TO: Capital Improvements Committee
FROM: Keith Francis, Director of Public Works/Engineering
DATE: October 3, 2018
SUBJ: Final Change Orders

The following change orders have been reviewed by the Change Order Oversight Committee. The next step in the process is to present to Capital Improvements Committee so that they can be processed for execution and close out the projects.

1. Final Change Order Hwy. 76 Phase 1A Duct Bank (Tom Boyce Exc., Inc.) – Original construction contract bid price was \$3,428,167. There have been six change orders to date on this project with a net increase of \$342,789.94. This final change order reflects the items that were adjusted in the field and also includes the innerduct installation recommended by the Board of Alderman at Study Session in March, 2018. There was an increase for the innerduct installation materials, metal safety rail at the Danner property and construction services which totaled \$49,920.13. Additional line items that were field adjusted totaled -\$29,265.35 with the total final change order equaling \$20,654.78. This final change order along with the previous six change orders will be a total net increase of \$363,444.72. This is a 10.6% increase in original contract price. Once reviewed and approved by this committee, this final change order will be presented to the Board of Aldermen as the percentage increase from the original contract amount is over the 10% allotted by ordinance. All retainage has been paid to the contractor.
2. Final Change Order Hwy. 76 Surface Improvements (Carson-Mitchell, Inc.) –The original contract bid price was \$5,800,000. There have been two change orders to date on this project with a net decrease of \$91,893.33. This change order will close out the project for a decreased amount of \$735,401.23. The final contract price with this final deductive change order is \$4,972,705.44. The city is still holding \$15,000 in retainage that will be paid to the contractor once final change order is approved and processed.
3. Final Change Order Downtown Streetscape Phase 1 (D&E Plumbing) – This final change order is for a deductive change order in the amount of -\$9,252 for field adjusted items. The beginning contract amount was \$2,563,445.70. There have been five previous change orders approved in the amount of \$181,249.35. The final contract price with this final deductive change order is \$2,735,443.05 which amounts to a 6.7% increase in original contract price. D&E has also been assessed liquidated damages in the amount of \$160,500 for not meeting contract dates. The city is holding \$54,354.39 in retainage which will be paid to the contractor once final change order is approved and processed.
4. Final Change Order Downtown Streetscape Phase 2 Liberty Plaza (Carson-Mitchell, Inc.) – The original contract bid price was \$4,443,757.65. There have been four previous change orders approved in the amount of \$136,648.69. This final change order is for the addition of two bollards and pavers at the upper fire hydrant for an increase of \$6,642.40. This change order along with previous change orders will be a total net increase of \$143,291.09

which amounts to a 3.2% increase in original contract price. All retainage has been paid to contractor.

5. Final Change Order Flood Damage Repairs Wastewater Collection (Tom Boyce Excavating, Inc.) – This contract was completed with no change orders, within the project time frame and under budget. The total contract price is \$199,500. These invoices will be forwarded to FEMA for reimbursement.

Staff would like to take this opportunity to state that bids from the contractor for the Danner property to install conduit from the building to the new sign location as part of the Danner agreement were in the amount of \$16,000+. Through teamwork, the city streets department, engineering department and utilities department were able to purchase the materials and complete the work with city equipment within a few days for a cost of \$1,900.

FINAL CHANGE ORDER

Project Name Historic Downtown Streetscape Phase 2 – Liberty Plaza

Project No. EN1201

Contractor : Carson-Mitchell, Inc.

The below noted modifications to subject Contract are directed by Owner and accepted by Contractor:

Item No.	Description	Unit	Approx. No. Units	Unit Price	Amount Added	Amount Deducted
	Add 2 bollards at upper fire hydrant	LS	1	5,377.40	5,377.40	
	Add Pavers	LS	1	1,265.00	1,265.00	
TOTAL CHANGE IN CONTRACT:					6,642.40	

The modifications noted above result in (increase of) (~~decrease of~~) (~~no change~~) (\$6,642.40) in

Contract Price, the current Contract Price being:	\$ 4,580,406.34
Original Contract Price	\$ 4,443,757.65
Total net amount of all previous Change Orders(+ or -)	\$ 136,648.69
Total net amount of all previous variable quantity adjustments(+ or -)	\$ -0-
Total net amount of this Change Order(+ or -)	\$ 6,642.40
Current Contract Price Including this Change Order.....(+ or -)	\$ 4,587,048.74

The Contract Time shall be (~~increased~~) (~~decreased~~) (unchanged) (by 0 days), the current Completion Date being: July 10, 2017

Original Completion Date June 18, 2017

Total net time adjustment of all previous Change Orders	(+ or -) <u>22</u> days
Total net time adjustment of this Change Order	(+ or -) _____ days
Current Completion Date including this Change Order	(+ or -) July 10, 2017

The price and/or time extension set forth in this Change Order is full compensation for all costs and delays, direct and indirect, incurred in connection with the conditions giving rise to this Change Order, the work specified herein, and any consequential costs, delays or effects on unchanged work resulting therefrom.

This Change Order, when executed, constitutes a modification to the Contract and all provisions of the Contract, except as modified above and by any previous Change Orders, shall apply hereto.

OWNER – City of Branson

CONTRACTOR–Carson-Mitchell, Inc.

By _____
Stanley Dobbins, City Administrator

By _____

Date _____

Date _____

Approved as to Form:

William T. Duston, City Attorney

FINAL CHANGE ORDER

Project Name Flood Damage Repair Wastewater Collection

Project No. FL17WS

C2018-0174

Contractor Tom Boyce Excavating, Inc.

The below noted modifications to subject Contract are directed by Owner and accepted by Contractor:

No changes to contract

The modifications noted above result in (~~increase of~~) (~~decrease of~~) (no change) (\$ 0.00) in
 Contract Price, the current Contract Price being: \$ 199,500
 Original Contract Price \$ 199,500
 Total net amount of all previous Change Orders(+ or -)\$ -0-
 Total net amount of all previous variable quantity adjustments(+ or -)\$
 Total net amount of this Change Order(+ or -) \$
 Current Contract Price Including this Change Order.....(+ or -) \$ 199,500

The Contract Time shall be (~~increased~~) (~~decreased~~) (unchanged) (by -0- days), the current
 Completion Date being: October 7, 2018
 Original Completion Date October 7, 2018

Total net time adjustment of all previous Change Orders (+ or -) -0- days
 Total net time adjustment of this Change Order (+ or -) _____ days
 Current Completion Date including this Change Order (+ or -) October 7, 2018

The price and/or time extension set forth in this Change Order is full compensation for all costs and delays, direct and indirect, incurred in connection with the conditions giving rise to this Change Order, the work specified herein, and any consequential costs, delays or effects on unchanged work resulting therefrom.

This Change Order, when executed, constitutes a modification to the Contract and all provisions of the Contract, except as modified above and by any previous Change Orders, shall apply hereto.

OWNER – City of Branson

CONTRACTOR – Tom Boyce Excavating, Inc.

By _____
Stanley Dobbins, City Administrator

By _____

Date _____

Date _____

Approved as to Form:

William T. Duston, City Attorney

FINAL CHANGE ORDER

Project Name Highway 76 Phase 1A Duct Bank

Project No. C2016-0265

Contractor : Tom Boyce Excavating, Inc.

The below noted modifications to subject Contract are directed by Owner and accepted by Contractor:

Item No.	Description	Unit	Approx. No. Units	Unit Price	Amount Added	Amount Deducted
23	Metal Safety Rail	LF	57.64	90.00	5,187.50	
36	Curved Van Grate & Frame (2'X2')	EA	5	600.00		3,000.00
37	Manhole Frame & Cover, Type 2	EA	1	600.00		600.00
43	6" Yellow High Build Waterborne Pavement Marking Paint, Type L Beads	LF	1,750	2.00		3,500.00
44	6" White High build Waterborne Pavement Marking Paint, Type L Beads	LF	227	2.00		454.00
45	Pavement Marking Removal	LF	1,800	2.00		3,600.00
52	15" Pipe Group B	LF	47	65.00		3,055.00
60	Temporary Seeding and Mulching	AC	.6	3,300.00		1,980.00
	C.O. #5 Deduct	LS	.18	137,228.69		13,076.35
	Construction Services	LS	1	5,115.00	5,115.00	
	Innerduct Installation	LS	1	39,617.63	39,617.63	
TOTAL CHANGE IN CONTRACT:					49,920.13	29,265.35

The modifications noted above result in (increase of) (~~decrease of~~) (~~no change~~) (\$ 20,654.78) in

Contract Price, the current Contract Price being:	\$ 3,770,956.94
Original Contract Price	\$ 3,428,167.00
Total net amount of all previous Change Orders(+ or -)	\$ 342,789.94
Total net amount of all previous variable quantity adjustments(+ or -)	\$ 0.00
Total net amount of this Change Order(+ or -)	\$ 20,654.78
Current Contract Price Including this Change Order.....(+ or -)	\$ 3,791,611.72

The Contract Time shall be (~~increased~~) (~~decreased~~) (unchanged) (by 0 days), the current Completion Date being: July 31, 2018
 Original Completion Date April 28, 2017

Total net time adjustment of all previous Change Orders (+ or -) 459 days
 Total net time adjustment of this Change Order (+ or -) 0 days
 Current Completion Date including this Change Order (+ or -) July 31, 2018

The price and/or time extension set forth in this Change Order is full compensation for all costs and delays, direct and indirect, incurred in connection with the conditions giving rise to this Change Order, the work specified herein, and any consequential costs, delays or effects on unchanged work resulting therefrom.

This Change Order, when executed, constitutes a modification to the Contract and all provisions of the Contract, except as modified above and by any previous Change Orders, shall apply hereto.

OWNER – City of Branson

CONTRACTOR–Tom Boyce Excavating, Inc.

By _____
 Karen Best, Mayor

By _____

Date _____

Date _____

Final Change Order
 Hwy. 76 Phase 1A Duct Bank
 Tom Boyce Excavating, Inc.

ATTEST:

Approved as to Form:

Lisa K Westfall, City Clerk

William T. Duston, City Attorney

Final Change Order
Hwy. 76 Phase 1A Duct Bank
Tom Boyce Excavating, Inc.

FINAL CHANGE ORDER

Project Name Hwy. 76 Phase 1A Surface Improvements

Project No. C2016-0296

Contractor : Carson-Mitchell, Inc.

The below noted modifications to subject Contract are directed by Owner and accepted by Contractor:

Balance of work after pause of construction

The modifications noted above result in (~~increase of~~) (decrease of) (~~no change~~) (\$ 735,401.23) in

Contract Price, the current Contract Price being:	\$ 5,800,000.00
Original Contract Price	\$ 5,800,000.00
Total net amount of all previous Change Orders(+ or -)	\$ (-91,893.33)
Total net amount of all previous variable quantity adjustments(+ or -)	\$
Total net amount of this Change Order(+ or -)	\$ (-735,401.23)
Current Contract Price Including this Change Order.....(+ or -)	\$ 4,972,705.44

The Contract Time shall be (~~increased~~) (~~decreased~~) (unchanged) (by 0 days), the current Completion Date being: July 31, 2018

Original Completion Date July 19, 2017

Total net time adjustment of all previous Change Orders	(+ or -) <u>379</u> days
Total net time adjustment of this Change Order	(+ or -) <u>0</u> days
Current Completion Date including this Change Order	(+ or -) July 31, 2018

The price and/or time extension set forth in this Change Order is full compensation for all costs and delays, direct and indirect, incurred in connection with the conditions giving rise to this Change Order, the work specified herein, and any consequential costs, delays or effects on unchanged work resulting therefrom.

This Change Order, when executed, constitutes a modification to the Contract and all provisions of the Contract, except as modified above and by any previous Change Orders, shall apply hereto.

OWNER – City of Branson

CONTRACTOR–Carson-Mitchell, Inc.

By _____
Stan Dobbins

By _____

Date _____

Date _____

Approved as to Form:

William T. Duston, City Attorney

FINAL CHANGE ORDER

Project Name Historic Downtown Streetscape Phase 1

Project No. EN1201

Contractor : D&E Plumbing & Heating, Inc.

The below noted modifications to subject Contract are directed by Owner and accepted by Contractor:

Item No.	Description	Unit	Approx. No. Units	Unit Price	Amount Added	Amount Deducted
5	Undergrading	CY	181	100.00	18,100.00	
7	Type 5 Aggregate for Base (4 in. thick)	SY	8	4.00	32.00	
8	Type 5 Aggregate for Base (6 in. thick)	SY	148	6.00	888.00	
9	Pavement Alternate	SY	148	44.00	6,512.00	
30	PVC Storm Pipe (12 in.)	LF	1	60.00	60.00	
32	Truncated Domes	SF	60	15.00		900.00
35	Concrete Sidewalk (4 in. thick)	SF	70	4.50	315.00	
36	Concrete Curb & Gutter	LF	70	24.00	1,680.00	
37	Changeable Message Sign	EA	1	15,000		15,000.00
39	Temporary Construction Signing (Special)	EA	9	750.00	6,750.00	
41	Acrylic Waterborne Pavement Marking Paint, 4 in. white	LF	1,518	1.00		1,518.00
42	Acrylic Waterborne Pavement Marking Paint, 4 in. yellow	LF	788	1.00		788.00
43	Acrylic Waterborne Pavement Marking Paint, 12 in. white	LF	144	2.00		288.00
44	Acrylic Waterborne Pavement Marking Paint, 24 in. white	LF	11	4.00		44.00
61	Wood Mulch	CY	14	60.00		840.00
79	Parking Lot Light Pole	EA	2	4,715.00		9,430.00
80	Sched 40 PVC Electrical Conduit	LF	370	8.70	3,219.00	
116	Limestone – Bollards	EA	18	2,000.00		36,000.00
117	Limestone – Planter Curbs	LF	150	120.00	18,000.00	
TOTAL CHANGE IN CONTRACT:					55,556.00	64,808.00

The modifications noted above result in ~~(increase of)~~ (decrease of) ~~(no change)~~ (\$9,252.00) in

Contract Price, the current Contract Price being:	\$ 2,744,695.05
Original Contract Price	\$ 2,563,445.70
Total net amount of all previous Change Orders(+ or -)	\$ 181,249.35
Total net amount of all previous variable quantity adjustments(+ or -)	\$ -0-
Total net amount of this Change Order(+ or -)	\$ -(9,252.00)
Current Contract Price Including this Change Order.....(+ or -)	\$ 2,735,443.05

The Contract Time shall be ~~(increased)~~ ~~(decreased)~~ (unchanged) (by 0 days), the current Completion Date being: June 15, 2015
 Original Completion Date June 1, 2015

Total net time adjustment of all previous Change Orders (+ or -) 14 days
Total net time adjustment of this Change Order (+ or -) _____ days
Current Completion Date including this Change Order (+ or -) June 15, 2015

The price and/or time extension set forth in this Change Order is full compensation for all costs and delays, direct and indirect, incurred in connection with the conditions giving rise to this Change Order, the work specified herein, and any consequential costs, delays or effects on unchanged work resulting therefrom.

This Change Order, when executed, constitutes a modification to the Contract and all provisions of the Contract, except as modified above and by any previous Change Orders, shall apply hereto.

OWNER – City of Branson

CONTRACTOR–D&E Plumbing & Heating, Inc.

By _____
Stanley Dobbins, City Administrator

By _____

Date _____

Date _____

Approved as to Form:

William T. Duston, City Attorney