

AGENDA
FINANCE COMMITTEE MEETING
Monday, January 7, 2019
6:45 PM

I. RESOLUTIONS:

- a. Resolution No. 151-18 - Authorizing budget amendment No. 6 for General Fund FY 2018-2019
- b. Resolution No. 152-18 - Authorizing the City Manger to execute Change Order No. 24 for the Civic Center Expansion and Renovation Project.

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

General Fund FY 2018-2019 Budget Amendment No. 6 - January 7, 2019

Account No.	Department	Account Description	Amount
001 906 01 000 2 223	Public Arts	Professional Services	6,000
001 906 01 000 3 341	Public Arts	Material & Supplies	1,000
001 412 00 000 2 223	City Manager	Professional Services	(6,000)
001 412 00 000 3 341	City Manager	Material & Supplies	(1,000)

Transfer funds from City Manager to Public Arts for support of a Main Street project in Elk City.

001 439 00 000 1 103	Information Systems	Wages & Salaries	(56,645)
001 439 00 000 1 104	" "	FICA	(4,333)
001 439 00 000 1 105	" "	Medical & Life Insurance	(9,511)
001 439 00 000 1 106	" "	P.E.R.S. Retirement	(5,665)
001 439 00 000 1 111	" "	Dental/Optical Insurance	(503)
001 439 00 000 1 112	" "	Insurance - Payroll Deduction	2,132
001 439 00 000 2 226	" "	Insurance - WC/UC	(1,043)
001 409 00 000 2 230	Mayor's Office	Contract Services	37,500
001 412 00 000 2 230	City Manager	Contract Services	27,500
001 442 00 000 2 230	Strategy Management	Contract Services	10,568

Elimination of Senior Network Administrator (Pay Grade 121) in the Information Systems department and providing resources for Contract Services in the Mayor's Office, City Manager's Office and Strategic Management.



AIA®

Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
 Charleston Civic Center Expansion and
 Renovation
 Charleston Civic Center
 200 Civic Center Drive
 Charleston, WV 25301

CONTRACT INFORMATION:
 Contract For: Design-Build

 Date: June 09, 2015

CHANGE ORDER INFORMATION:
 Change Order Number: 024

 Date: Jan. 7, 2019

OWNER: *(Name and address)*
 City of Charleston
 501 Virginia Street East
 Charleston, WV 25301

ARCHITECT: *(Name and address)*

CONTRACTOR: *(Name and address)*
 BBL Carlton, LLC
 600 Kanawha Blvd.
 Charleston, WV 25301

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Refer to attached CO 24 Exhibit A and PCOs 185, 187, and 188.

The original Contract Sum was	\$	82,219,485.00
The net change by previously authorized Change Orders	\$	15,421,328.01
The Contract Sum prior to this Change Order was	\$	97,640,813.01
The Contract Sum will be decreased by this Change Order in the amount of	\$	38.75
The new Contract Sum including this Change Order will be	\$	97,640,774.26

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be 09/25/2018

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

_____ ARCHITECT <i>(Firm name)</i>	_____ BBL Carlton, LLC CONTRACTOR <i>(Firm name)</i>	_____ City of Charleston OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME AND TITLE	_____ Chuck Moore, Project Manager PRINTED NAME AND TITLE	_____ David Molgaard, City Manager PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE

Charleston Civic Center Expansion and Renovation
Change Order #24
Exhibit A
12/21/2018

PCO's combined in Change Order #24 (Refer to the attached PCO descriptions):

1. PCO 185 (Credit to Owner for Asphalt Patch)	(\$8,753.23)
2. PCO 187 (Glass replacement at Terrace 1082)	\$3,787.35
3. PCO 188 (Change Exterior Signage At Quarrier St)	<u>\$4,927.13</u>
Total	(\$38.75)

**BBL Carlton, LLC**

600 Kanawha Boulevard, East
Suite 200
Charleston, WV 25301

PROPOSED CHANGE ORDER

PCO 00185

Phone: 304-345-1300**Fax:** 304-345-1304

Project No: 155011

BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Credit to Owner for Asphalt Patching**Contract No:** 1**PCO Date:** 9/20/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00476**CM No 00476: DESCRIPTION OF PROPOSAL**

Provide the Owner a credit for the 1 1/2" thick asphalt patching underneath the Quarrier St. Parking Garage. The City of Charleston is going to contract this work directly with the Paving Company.

Item	Description	CM# 00476	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Credit to Owner for the 1 1/2" thick asphalt patching underneath the Quarrier St. Parking Garage.		1.000		(\$7,920.00)	(\$7,920.00)			(\$7,920.00)
Total						(\$7,920.00)			(\$7,920.00)
							Total		(\$7,920.00)
							OH&P	8.000%	(\$633.60)
							Subtotal		(\$8,553.60)
							Builder's Risk		(\$11.00)
							General Liability		(\$17.00)
							Subtotal		(\$8,581.60)
							2% B&O Tax		(\$171.63)
							Total		(\$8,753.23)

By: _____
Chuck Moore

Date: _____

APPROVAL:

By Signing below you authorize the
work to proceed and approve the cost.

By: _____
David Molgaard

Date: _____

**BBL Carlton, LLC**

600 Kanawha Boulevard, East
Suite 200
Charleston, WV25301

Phone: 304-345-1300
Fax: 304-345-1304

PROPOSED CHANGE ORDER

PCO 00187

Project No: 155011
BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Glass Replacement at Terrace 1082**Contract No:** 1**PCO Date:** 12/7/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00499**CM No 00499: DESCRIPTION OF PROPOSAL**

Provide labor, material and equipment to replace one piece of glass at Terrace 1082 that someone shot with BB gun.

Item	Description	CM# 00499	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Viracon glass material including boxing, freight & delivery.		1.000		\$1,350.00	\$1,350.00	7.00%	\$94.50	\$1,444.50
00002	Labor & equipment to install glass replacement at Terrace 1082.		1.000		\$1,937.50	\$1,937.50			\$1,937.50
Total						\$3,287.50			\$3,382.00
							Total		\$3,382.00
							OH&P	8.000%	\$270.56
							Subtotal		\$3,652.56
							Builder's Risk		\$5.00
							General Liability		\$7.00
							Subtotal		\$3,664.56
							2% B&O Tax		\$73.29
							Total		\$3,737.85

By: _____
Chuck Moore

Date: _____

APPROVAL:

By Signing below you authorize the
work to proceed and approve the cost.

By: _____
David Molgaard

Date: _____

**BBL Carlton, LLC**

600 Kanawha Boulevard, East
Suite 200
Charleston, WV 25301

Phone: 304-345-1300
Fax: 304-345-1304

PROPOSED CHANGE ORDER

PCO 00188

Project No: 155011
BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Change Ext. Signage @ Quarrier St.**Contract No:** 1**PCO Date:** 12/20/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00501**CM No 00501: DESCRIPTION OF PROPOSAL**

Provide labor & material to change the exterior signage at the Quarrier St. Entrance to read Coliseum & Convention Center per the Owner's request.

Item	Description	CM# 00501	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Retrofit Type 1 Exterior Signage.		1.000		\$4,814.52	\$4,814.52			\$4,814.52
Total						\$4,814.52			\$4,814.52
								Total	\$4,814.52
								OH&P	\$0.00
								Subtotal	\$4,814.52
								Builder's Risk	\$6.00
								General Liability	\$10.00
								Subtotal	\$4,830.52
								2% B&O Tax	\$96.61
								Total	\$4,927.13

By: _____
Chuck Moore

Date: _____

APPROVAL:

By Signing below you authorize the
work to proceed and approve the cost.

By: _____
David Molgaard

Date: _____