



BUDGET WORK SESSION

A G E N D A

September 9, 2013

5:30 p.m.

At 300 Park Drive

Call To Order – Mayor Pogue

Major Projects / Presentations

- ① Government Center Renovations
- ② Pointe Energy / Mechanical Systems

Grants / Opportunities

- ① Bob Ferris Park – Phase II
- ② Holloway Culvert

Employee Compensation

7:00 p.m. -- Adjourn

Note: Box lunches and bottled water will be available.
If you have a menu preference or prefer not to participate, please advise.

Closed Session: If time permits, a closed session will be held immediately following the work session regarding real estate; otherwise, it will be held following the Board of Aldermen meeting.

Memorandum



From: ROBERT KUNTZ, CITY ADMINISTRATOR

September 5, 2013

TO: Mayor Pogue
Board of Aldermen

RE: **CAPITAL IMPROVEMENTS**

Although we will only be discussing four major projects, the related costs far exceed our projected revenues for 2014, even though all debt has been retired with the exception of the \$250,000 allocation for the Olde Towne TIF.

The Pointe energy/mechanical systems presentation reflects a comprehensive approach. To do less with 17-year old equipment would not be cost or energy efficient, since a large budget contingency would be required to keep the building open for our members and other users. Essentially, the question is how much you want to finance and how much you want to apply from reserves.

The Government Center renovations present an even greater challenge. On one hand, I am confident that we could whittle down the preliminary estimates. On the other hand, this is a tough project to break into phases. We will probably get only one shot at this and deferral typically does not result in cost savings. To make things more complicated, this roof also needs replacement, so we are realistically looking at an appropriation of \$2 million to complete this project.

In terms of grant opportunities, the presentations (and options) are much more straight forward. The Ferris Park cost estimates have come in at about twice the allocation for Phase I. Our chances for a consecutive grant are probably less than 50/50, and the cap for awards in 2014 will be only \$300,000. In the interest of fiscal reality, we recommend sitting out a year, making minimal improvements, and coming back in 2015.

The Holloway culvert cannot and should not be deferred any longer. We have a grant for \$489,600 (80%) and the project is expected to cost \$612,000.

In 2013, we had several one-and-done projects such as the Board room renovations, Golf Club parking lot, and Vlais Park tennis court resurfacing. These numbers can be applied in 2014 without adding more money to the 2014 budget.

Based on preliminary data, we are fairly confident that the 2014 budget can be balanced with projected revenues and no application from reserves. This will not be possible if we are going to address three of the four major projects that are before you.

I had hoped to recommend the assignment of reserves to be specifically dedicated for grant opportunities/ insurance reimbursements and replenished from the proceeds. This will not be practical in the foreseeable future, but it should be pointed out that we have current unassigned reserves of \$7,600,000 (43% of Operating budget) and infrastructure reinvestment would not be a bad allocation.


ROBERT KUNTZ, CITY ADMINISTRATOR

RK:MC

JEMA

PLANNING ARCHITECTURE INTERIORS

3005 LOCUST | ST. LOUIS, MO 63103 | 314.531.7400

August 07, 2013

Bob Kuntz
City Administrator
City of Ballwin
14811 Manchester Road
Ballwin, MO 63011

RE: Cost Estimate - Government Center Improvements

Dear Bob:

We have prepared the following preliminary project cost summary for the Government Center Improvements based on the schematic design drawings we have developed to date.

Government Center Improvements:

Building Shell Improvements -	\$726,312.00
Interior Improvements -	\$519,227.00
Site Work-	\$59,290.00
Audio/Visual -	\$27,000.00
Furniture -	\$130,954.00
Sub Total -	\$1,462,783.00

Site Survey	\$2,500.00
Geotechnical Borings	\$2,500.00

TOTAL \$1,467,783.00

Design Fees \$146,278.00

GRAND TOTAL \$1,614,061.00

Sprinkler System Alternate	\$ 94,018.00
Glass office fronts w/ slider doors Alternate	\$ 37,970.00

GRAND TOTAL W/ ALTERNATES \$1,746,049.00

Descriptions/Specifications

- A. Interior/Exterior Design
 - Refer to Floor Plans and Renderings
 - Construction Cost includes 3% Contingency
- B. Furniture
 - All new systems and ancillary furniture is included
- C. Audio/Visual (main conference room)

10% contingency 174,604
5% relocation 87,302
2,007,955
Rec'd 100,000
\$ 2,107,955

JEMA

PLANNING ARCHITECTURE INTERIORS

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- 70" LCD with speakers
- Digital and Analog laptop connections at conference table
- LCD screens in Lobby

D. Design Fees

- Fully Engineered including Mechanical, Electrical, Plumbing, and Civil Engineering Design
- Furniture Coordination

Exclusions:

- Temporary Moving Expenses

City of Ballwin

Memo

To: Robert Kuntz, City Administrator

From: Thomas H. Aiken, AICP, Assistant City Administrator / City Planner

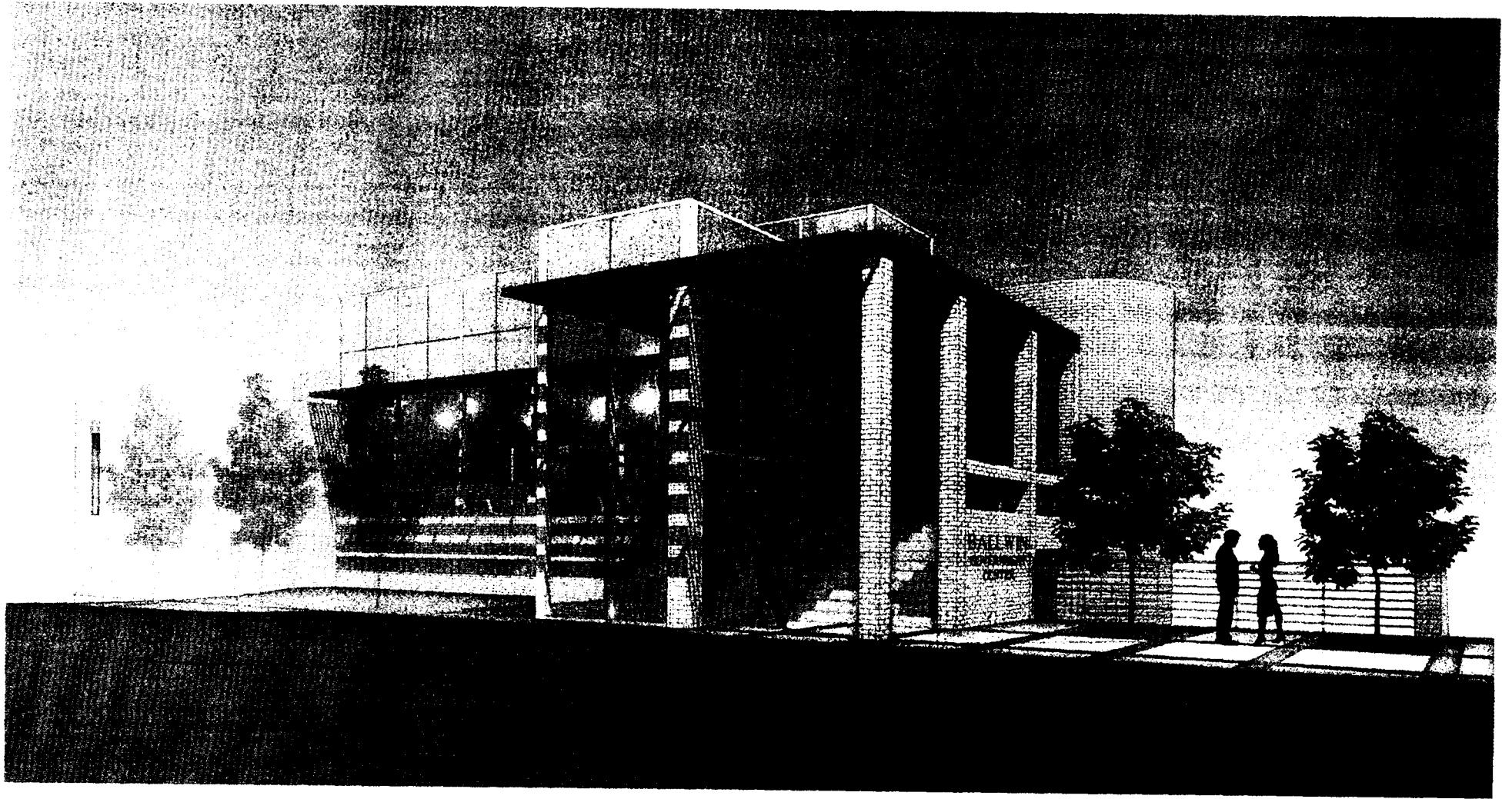


Date: 9/4/13

Re: Estimated Schedule for Government Center Renovation

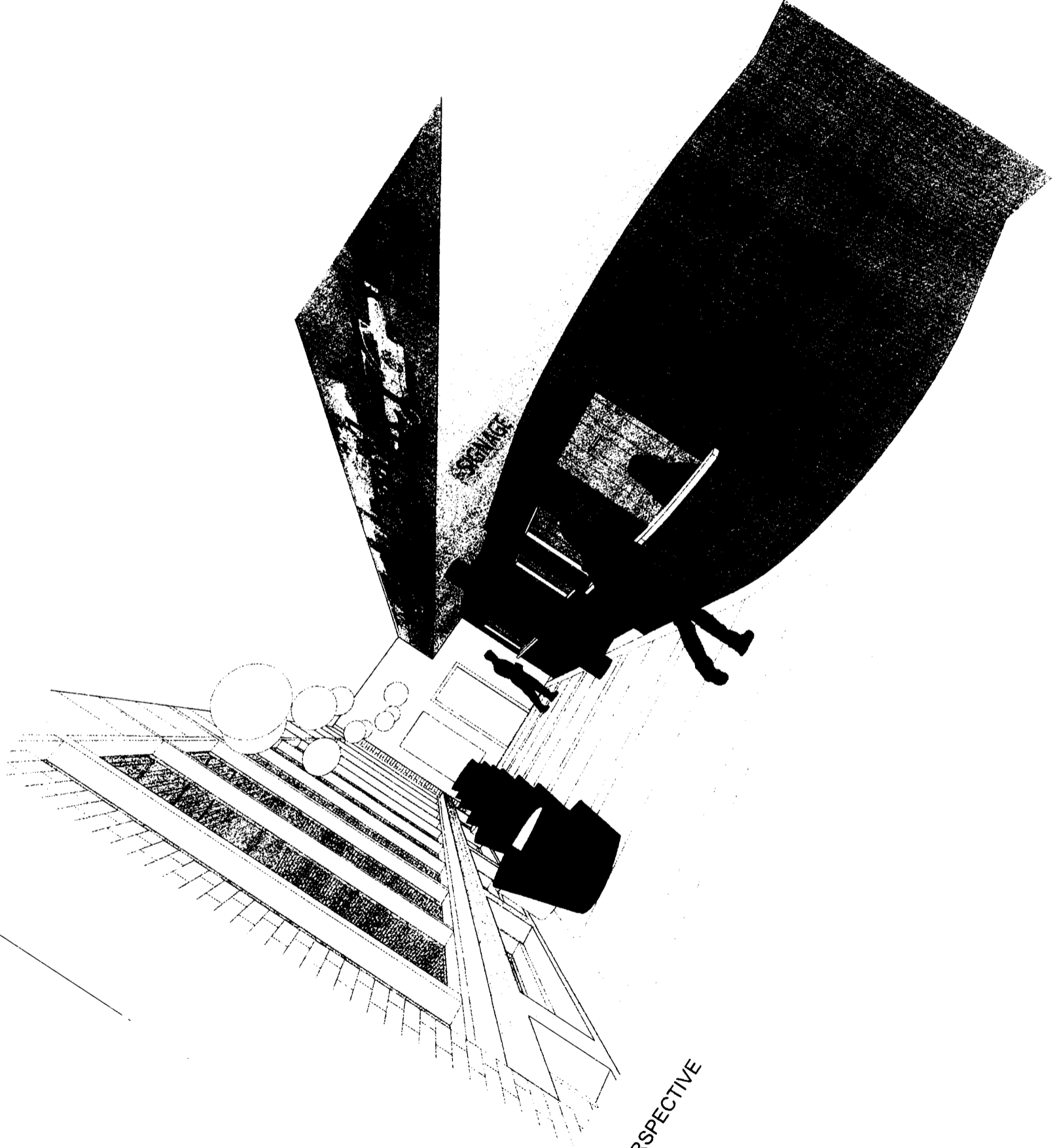
The Government Center renovation envisioned by the preliminary architectural work completed by JEMA last year is a substantially larger and more disruptive project than was the Boardroom renovation. Assuming that Ballwin will commence by interviewing architects for this project, I have put together an estimated schedule. This is a conservative schedule, so it may be possible to trim some time off at some points, but I believe it to be reasonable based on the time previously needed to complete similar work.

1. **Architect Selection**, (Interviews, selection and Board approval), 60 days, (Jan 1, 2014 - Feb 28, 2014).
2. **Plan preparation**, (preliminary plans, review and final bid document prep.), 90 days, (March 1, 2014 - May 31, 2014).
3. **Bidding**, (advertising, pre bid conf., opening), 30 days, (June 1, 2014 – June 30, 2014).
4. **Award** (Board Selection, document signing, insurance, bond posting etc.), 30 days, (July 1, 2014 – July 31, 2014).
5. **Construction Commencement**, (mobilization, pre const. conf., relocation of staff) 30 days (Aug. 1, 2014 – Aug. 31, 2014).
6. **Construction**, 9 months, (September 1, 2014 – May 31, 2015).



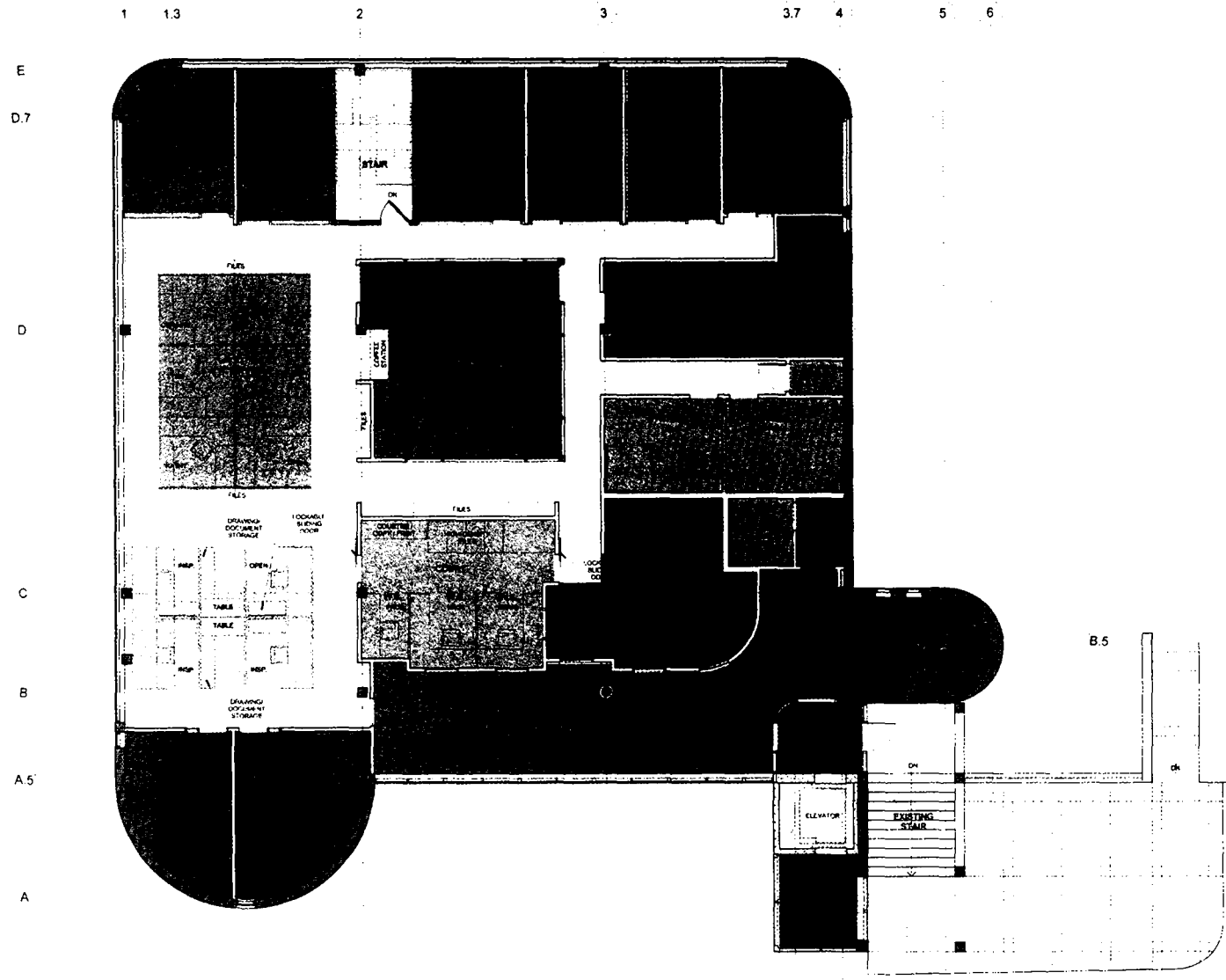
EXTERIOR PERSPECTIVE

JEMA
JERUSALEM ENGINEERING ARCHITECTURE



LOBBY PERSPECTIVE

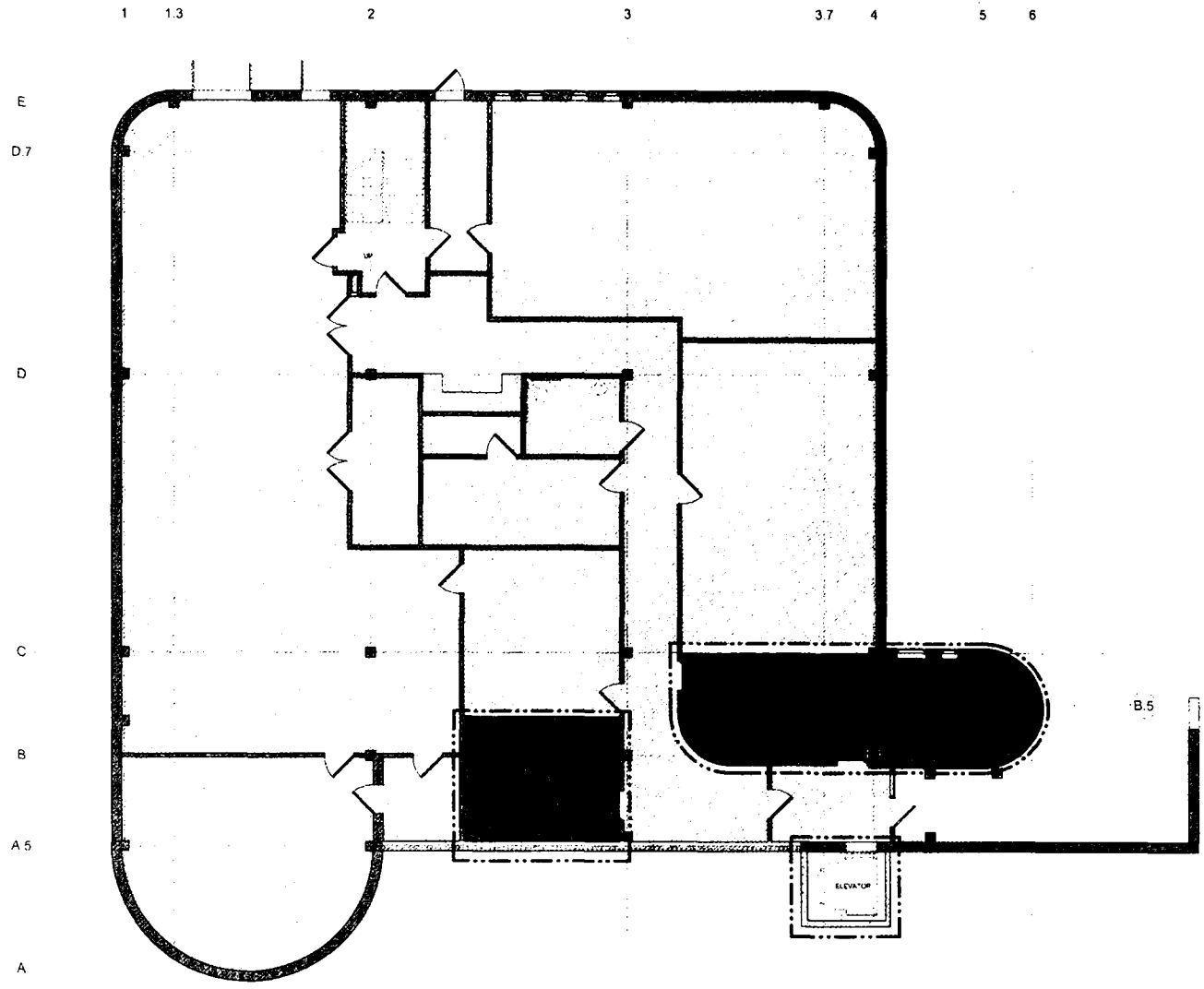
JEMMA



UPPER LEVEL PLAN - OPTION 3
3/15' x 1/32"



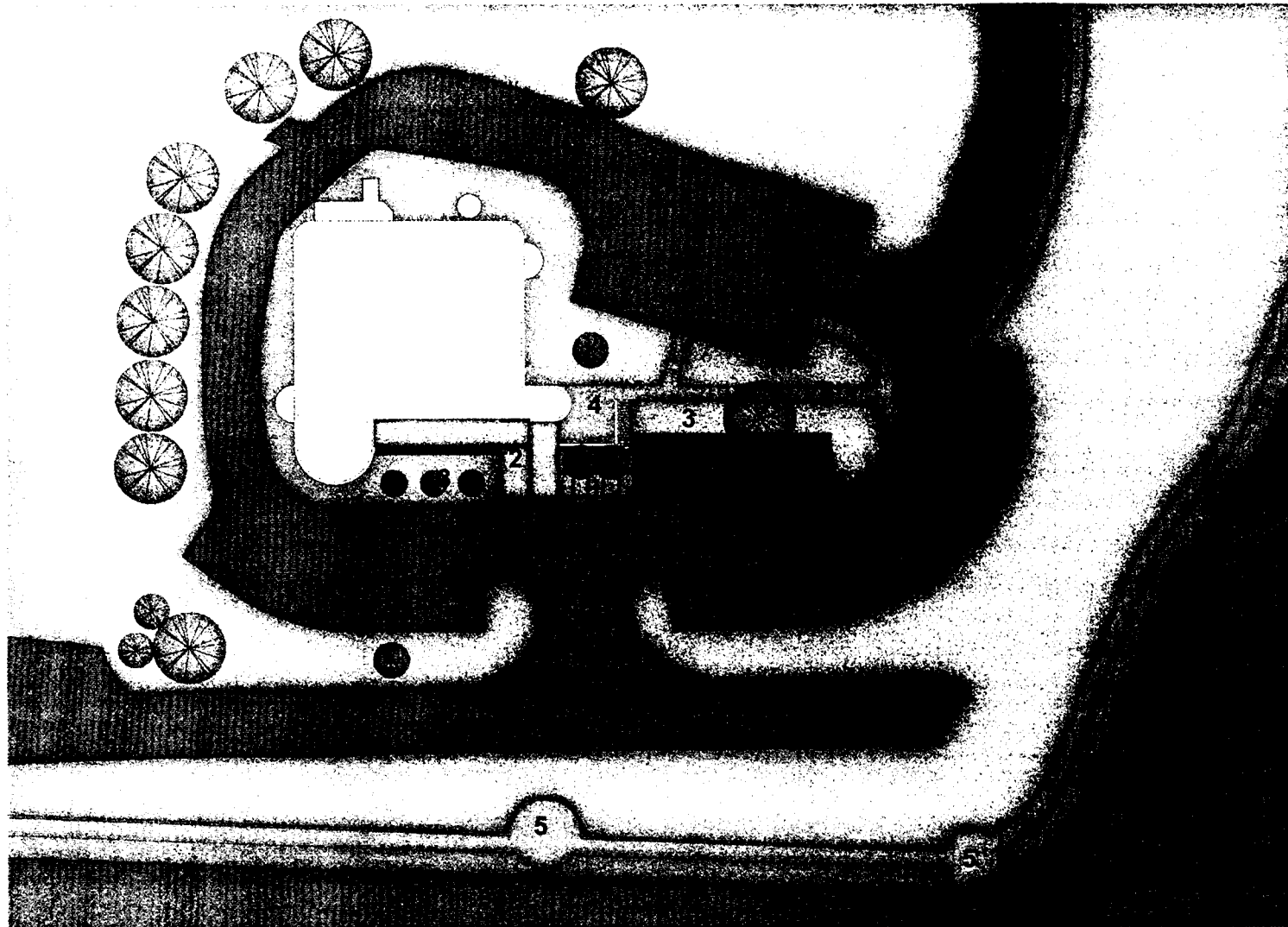
CITY OF BALLWIN - GOVERNMENT CENTER



LOWER LEVEL - NEW
3/10" = 1'-0"



CITY OF BALLWIN - GOVERNMENT CENTER



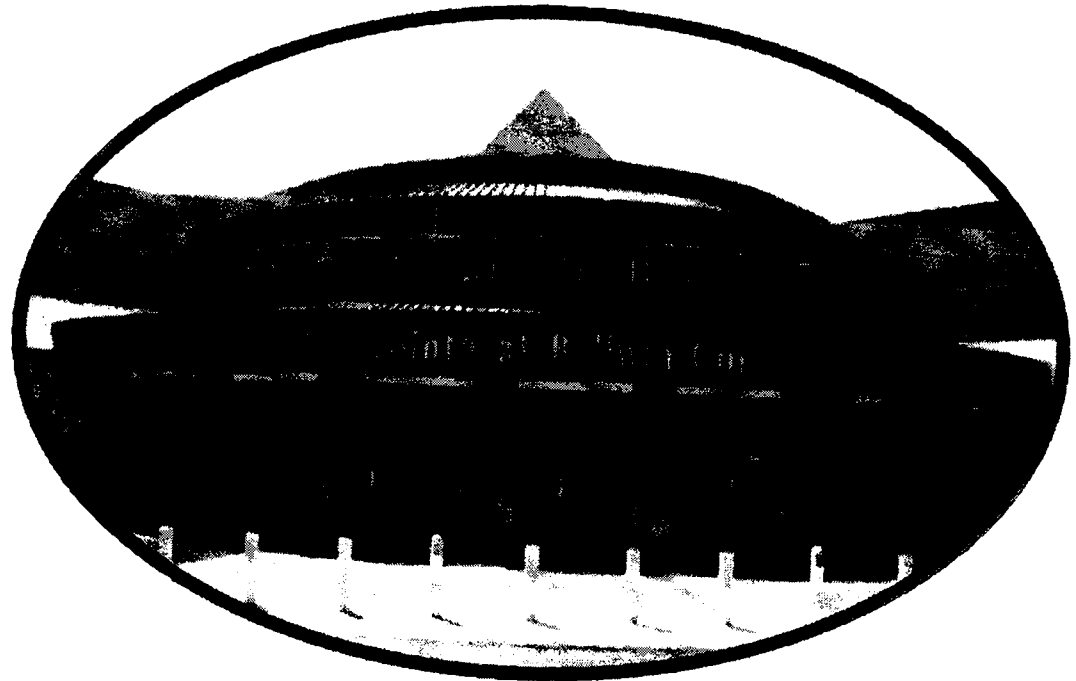
LEGEND

- 1. ENTRY PLAZA - ADAACCESSIBLE
- 2. ELEVATOR AND LOBBY GLAZING
- 3. NEW LANDSCAPING
- 4. EXISTING
- 5. MANCHESTER IMPROVEMENTS

SITE PLAN - BASE OPTION



***Review of
Detailed Analysis
and Design
for a
Guaranteed Energy Savings
Contract***



September 9, 2013

Presented by: Ellie Blankenship, Jim Thurman and Tim McCarthy

Incorporated in the State of Missouri





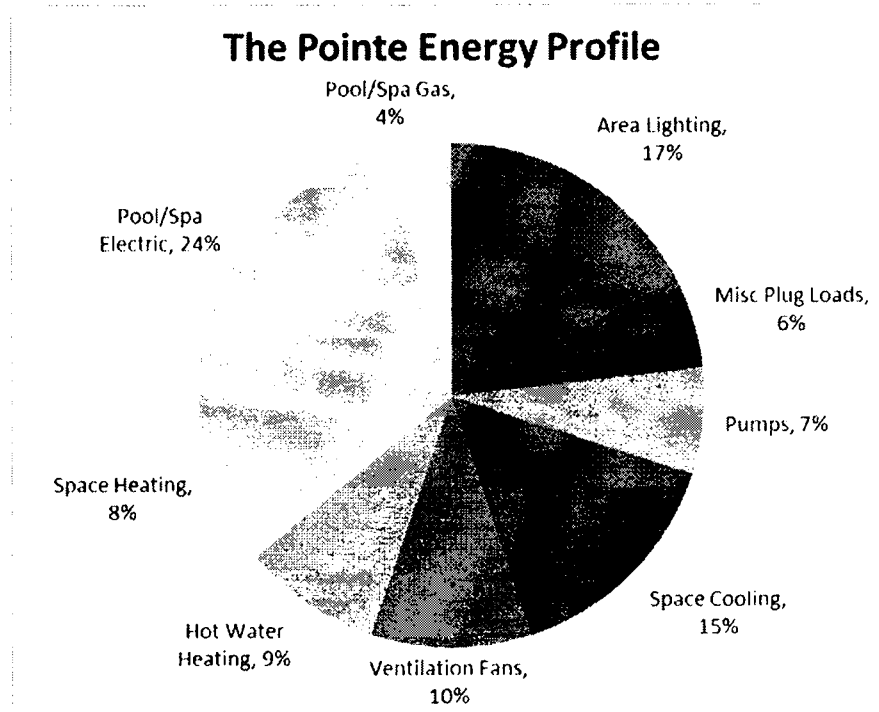
Community Center Profile

- Built in 1996, pool added in 1997
- 66,000 sq ft
- Houses gym, indoor track, weight room, cardio equipment, dance/aerobic studio, locker rooms, baby sitting room, concession area, game room, onsite kids play area, staff offices, meeting rooms and indoor water park with lap pool, water slide and spa
- Occupancy Schedule
 - Monday-Friday: 5:15 am -10:00 pm
 - Saturday: 7:00 am - 8:00 pm
 - Sunday: 8:00 am - 6:00 pm



Utility Analysis

	1,562,017 kWh	\$ 122,660	79%	\$ 0.079 \$/kWh
	45,599 Therms	\$ 32,918	21%	\$ 0.722 \$/therm
Total \$ 155,578				
	66,000 SF			
	23.7 kWh/SF/yr			0.69 therms/SF/yr
	151.9 kBtu/SF/yr			\$ 2.36 \$/SF/yr





Guaranteed Energy Savings Contracts

- MO Statute 8.231
- Alternative procurement method
- Implementation of energy cost savings measures
- Addresses funding issues for capital projects
- Savings from project help pay for project
- No upfront money required
- Performance and savings are guaranteed
- Improves operating efficiency
- Flexible and unique for each customer
- Risk of performance belongs to Energy Services Company (ESCO)
- 15 year payback



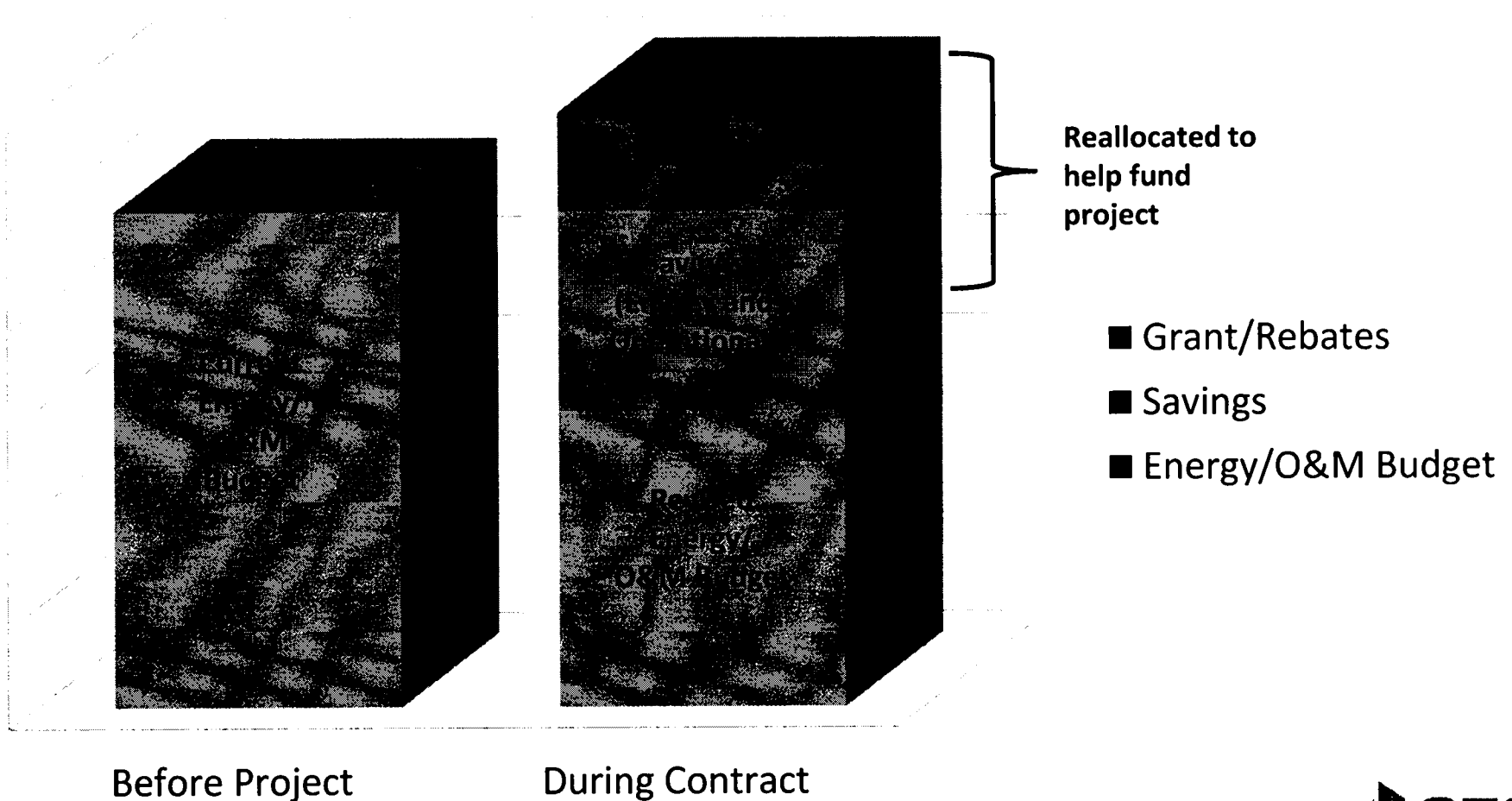
Key Differences

Traditional Bid/Spec	Performance- Based
Low bid awarded based on specifications	Bid awarded based on performance and lifecycle costs
Project costs funded by capital budget	Payments for project are offset by guaranteed savings freeing up capital for other needs
Piecemeal Approach	Comprehensive Approach
Up-front fee for evaluation/studies	No up-front fee required
Performance and savings are not guaranteed	Long-term performance and savings are guaranteed
Multiple contracts with multiple vendors	One contract, single point accountability
Contractors have no accountability to reduce energy or maintenance costs	Performance-based contractor is tied to providing savings over term of contract
Owner assumes risk	Performance contractor takes on risk





How these projects work





Scope of Work

HVAC System Redesign Considerations

- Initial Costs
- Reduce Utility Consumption
- Lower Maintenance Costs
- Sustainable Design
- Quality, Comfortable, Healthy Indoor Environment



Scope of Work

HVAC System Redesign

- The essence of the HVAC System Redesign is to capture the heat rejected from summer cooling and use it to meet the heating requirements of the facility.
 - Self-Contained Ground Source Heat Pump Equipment will provide Heating and Cooling for the facility.
 - Highly Efficient Equipment
 - Less Equipment with Reduced Maintenance Requirements
 - Extended Service Life
 - Ground Source Heat Pumps will be used for dehumidifying the natatorium.
 - All heat from this process shall be recovered for supply air reheat, pool water heating and general space heat.
 - Air Distribution Upgrades
 - VAV Boxes will be replaced with new.
 - All Heat Pump Units will be connected to a common condenser water loop to facilitate the heat energy recovery.
 - Geothermal Well Field – 100 Vertical Wells





Scope of Work

Control System Replacement

- Web-based, non-proprietary system
- Full System Graphics
- Control Strategies for Energy Efficiency
 - Optimum Equipment Start
 - Demand Controlled Ventilation
 - Discharge Air Temperature and Duct Static Pressure Reset
 - Dual Maximum Control for VAV boxes
 - Demand Response - Occupancy based HVAC control
- Training
- 3 Year Remote Service



Scope of Work

Energy Efficient Lighting

- T12 Fluorescents will be retrofitted with 28W T8 Lamps and new electronic Ballasts.
- Atrium and conference room HID fixtures shall be replaced with new 2x2 LED Fixtures.
- Atrium and Exterior Soffit Light Sources shall be replaced with new LED sources where fixtures can not be removed.
- Install high bay T5 fluorescent fixtures in Gymnasium.
- Install new T5 Fluorescent fixtures suitable for damp locations in the Natatorium.
- Retrofit the existing parking lot lights with custom packaged kits that include LED light sources, reflectors, drivers and heat sinks.
- Install occupancy sensors and photocell control for daylight harvesting where appropriate.



Proprietary & Confidential



Scope of Work

Building envelope improvements

- Weather-strip all Operable Windows and Doors
- Seal around Windows and Doors
- Seal at the Roof/Wall Intersection

Pool equipment upgrades

- Add Total Chlorine Sensors and Flow Cells to the existing Becsys5 Chemical Controllers for the Leisure Pool and Spa.
 - UV System Control
 - Flow Control of the Filter Systems
- Variable Frequency Drive (VFD) Implementation
 - Main Pool Filter Pump – VFD and Flow Meter
 - Two River Pumps
 - Slide Pump
 - SCS Pump
 - Vortex Pump

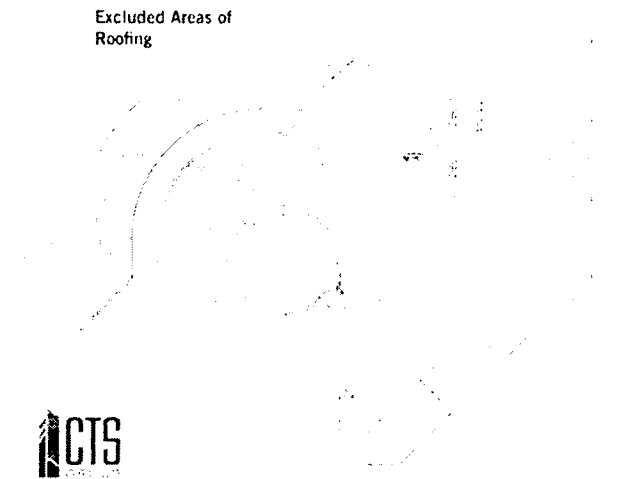


Scope of Work

Roof Replacement - Fully adhered .080 TPO

Scope Includes:

- Removal and replacement of the solar array.
- Demolition of the existing roof system, including the insulation, to roof deck.
- Installation of new R-28 insulation fastened to roof deck with screws and plates.
- Installation of a new, fully adhered, white .080 TPO roof system, complete with all flashings and accessories.
- The existing sheet metal shall be reused.
- A 30 year manufacturer's warranty will be provided.





Scope of Work

- Sample Before and After White TPO Roof





Scope of Work

Exterior Door Upgrade

- Remove the existing entry doors.
- Provide sixteen (16) new monumental, medium stile doors with new glass, hinges and closers for installation in the existing storefront frames.



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Proprietary & Confidential



Financial Summary

Scope Item	Annual Energy Savings	Annual Operational Savings	Total Costs	Rebates
Mechanical and Control Systems Replacement	\$57,200	\$407,729	\$3,258,310	\$19,500
Lighting, Building Envelope, Pool Equipment Upgrades	\$16,916	\$2,502	\$200,120	\$12,181
Roof Replacement	\$228	\$586	\$469,998	
Door Replacement	\$228	\$586	\$46,898	
Totals	\$74,632	\$410,803	\$3,975,326	\$31,681



Lifecycle Analysis

- CTS Completed 30 year life cycle cost analysis comparing geothermal and replacing existing system with same equipment
- Lifecycle costs include:
 - Capital Cost – initial cost of installation
 - Repair/Replacement/Salvage Costs for each system
 - Maintenance and operational costs including utilities
- CTS determined the Geothermal System has the lowest life cycle costs
- Additional costs of installation is paid for in year 13

Repair, Replacement and Maintenance Costs were calculated based on information found in the Whitestone Building Maintenance and Repair Cost Reference Manual 2011-2012

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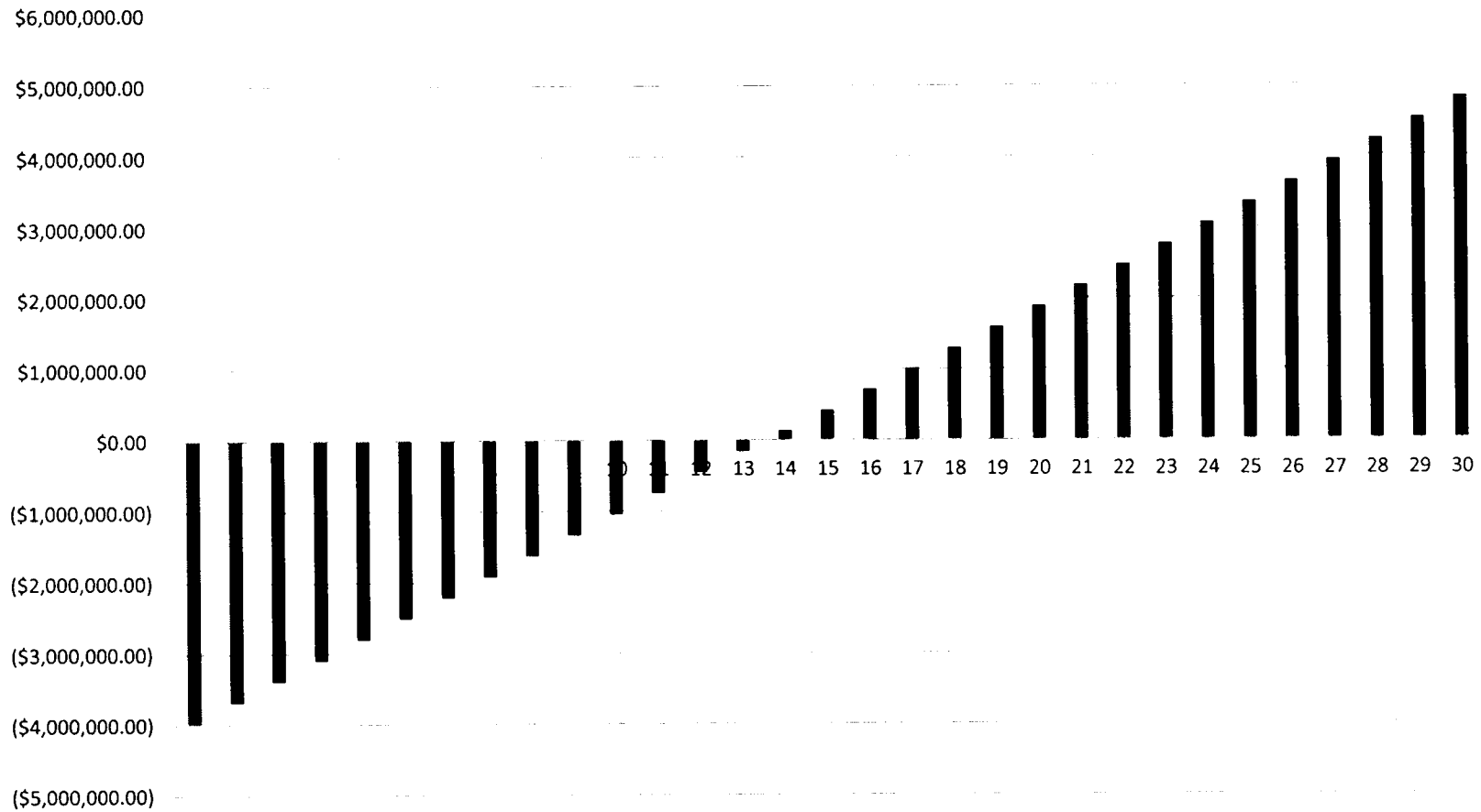


Proprietary & Confidential



Lifecycle Costs

Maintain Existing System vs. Redesigned System



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Ferris Park Improvements - Phase 2

Ballwin, MO

SWT Design Project # 13-012

September 4, 2013

Landscape Budget Comparison

Numbers based upon Design Development Documents - August 28, 2013

1 Demolition

Item	Quantity	Unit	Unit Cost	Subtotal
Asphalt Removal (Entry Drive / Parking Lot / Walks)	14,200	sf.	\$0.75	\$10,650.00
Tree Removal	26	ea.	\$750.00	\$19,500.00
Erosion Control	850	lf.	\$4.00	\$3,400.00
Playground and Surfacing Removal	1	al.	\$7,500.00	\$7,500.00
Earthwork - Cut / Fill On Site	4,000	cy.	\$6.00	\$24,000.00
Earthwork - Import Soil	700	cy.	\$15.00	\$10,500.00
			Subtotal	\$75,550.00

2 Hardscape

Item	Quantity	Unit	Unit Cost	Subtotal
Concrete Walk	16,000	sf.	\$6.50	\$104,000.00
Permeable Paving with base and drainage	10,000	sf.	\$12.00	\$120,000.00
Concrete Header Along Perimeter of Permeable Paving	425	lf.	\$22.00	\$9,350.00
Asphalt Drive	10,150	sf.	\$4.50	\$45,675.00
Parking Lot Wheel Stops	38	ea.	\$250.00	\$9,500.00
Stairs with Handrails	200	lf.	\$60.00	\$12,000.00
Utility Adjustments	1	al.	\$5,000.00	\$5,000.00
Bollards at Dropoff	8	ea.	\$2,400.00	\$19,200.00
Retaining Wall	1,000	sf/f.	\$75.00	\$75,000.00
			Subtotal	\$399,725.00

3 Landscape

Item	Quantity	Unit	Unit Cost	Subtotal
Canopy Trees	15	3" Cal.	\$350.00	\$5,250.00
Flowering Trees	10	2" Cal.	\$230.00	\$2,300.00
Evergreen Trees	12	8' Ht.	\$350.00	\$4,200.00
Turf	9,150	sy.	\$4.25	\$38,887.50
MSD Amended Top Soil	75	cy.	\$45.00	\$3,375.00
Bioswale (Structure)	4,800	sf.	\$4.50	\$21,600.00
Bioswale (Planting (18" O.C.))	2,160	sf.	\$6.00	\$12,960.00
			Subtotal	\$88,572.50

4 Irrigation

Item	Quantity	Unit	Unit Cost	Subtotal
Play Field	57,305	sf.	\$1.25	\$71,631.25
			Subtotal	\$71,631.25

5 Play Equipment and Site Furnishings

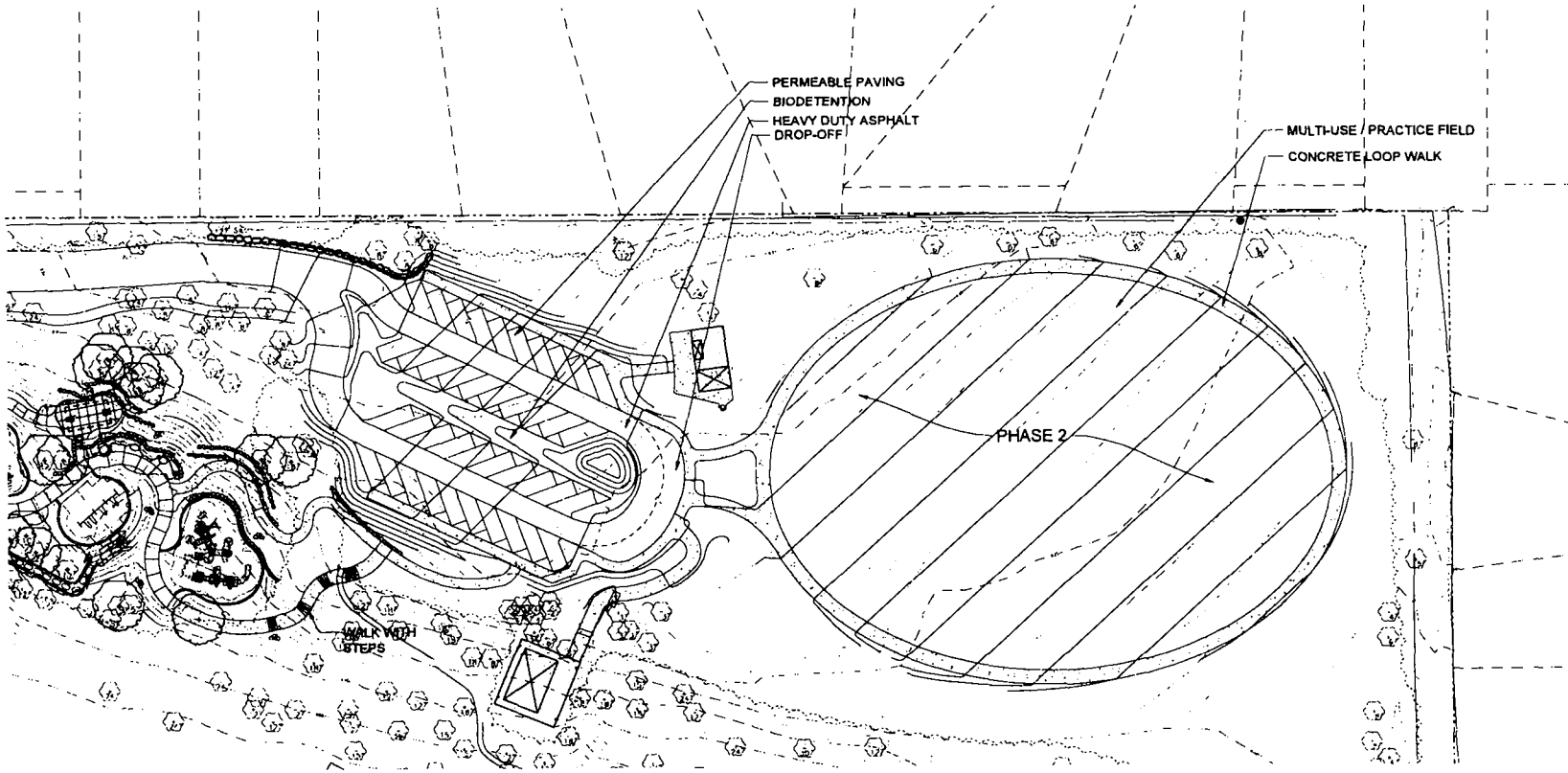
Item	Quantity	Unit	Unit Cost	Subtotal
Hill Slide with Installation and Boulders	1	al.	\$20,000.00	\$20,000.00
			Subtotal	\$20,000.00

KEY

ea. - each
 lf. - linear foot
 ls. - lump sum
 sf. - square foot
 al. - allowance

sf./f. - square foot of wall face
 cy. - cubic yard
 sy. - square yard
 Ht. - height
 Cal. - caliper

10% Mobilization / General Conditions	\$65,547.88
10% Design / Engineering / Permitting / Construction Services Fees	\$72,102.66
7% Construction Contingency	\$50,471.86



(A) OVERALL SITE PLAN - FOR REFERENCE ONLY
1" = 30'



1732 IRL 2090 BLVD
SPRING LAKE, MO 63119
PHONE 314.844.1500
FAX 314.844.2374

FERRIS PARK
PHASE 1 IMPROVEMENTS
500 NEW BALLWIN ROAD
BALLWIN, MO

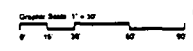
Revisions		
No.	Description	Date
1	Bid Set	7.11.2013

Drawn	Reviewed	Issued
SM/CM	JWW	7.11.2013

DESCRIPTION
PHASE 2 SITE PLAN

SHEET
L1-1.0

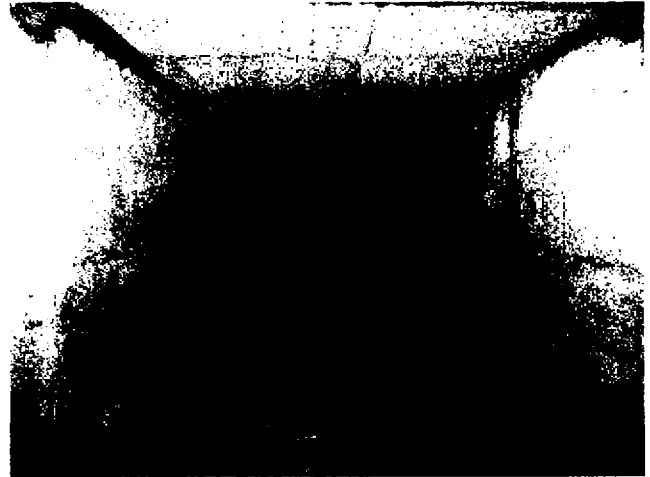
Call Before you Dig
811
1-800-346-7433
MISSOURI MISSOURI MISSOURI
MODOT (314) 340-4100



NOTIFY LANDSCAPE ARCHITECT IMMEDIATELY IN EVENT OF DISCREPANCIES, OMISSIONS AND/OR CONFLICTS IN THE DRAWINGS OR SPECIFICATIONS. THE CONTRACTOR IS NOT AUTHORIZED TO SCALE THE DRAWINGS. ALL QUESTIONS IN REFERENCE TO CONTRACT DOCUMENTS SHALL BE IMMEDIATELY DIRECTED TO THE LANDSCAPE ARCHITECT.

HOLLOWAY ROAD CULVERT REHABILITATION

This 80% federally funded project began in 2013 with engineering. The construction cost is estimated at \$612,000 with the city's portion being \$122,400. The project includes restoring and protecting the eroded culvert floor, strengthening cracks in the walls and ceiling, and stabilizing the sagging downstream gabions walls.



MEMO

To: Mayor Pogue, Board of Aldermen

From: Bob Kuntz, City Administrator



Subject: Employee compensation

Date: August 23, 2013

The 2013 pay plan that was effective April 1, 2013 was based on 2012 market basket survey data. In the interest of maintaining our 70th percentile relative position for all full-time pay ranges, we have surveyed our 10 city comparables to determine relative position moving into 2014.

This data indicates that 57 employees would be somewhat affected to bring us up to the new pay range minimum. This would cost the city approximately \$101,000. A few positions from the survey cities reported a major bump that spikes the impact by over 10%. If we disregard these anomalies, our impact to meet the 70% target would be significantly reduced.

For the bulk of our employees, each 1% dedicated toward merit increase potential would cost the city about \$37,000, inclusive of FICA and pension. A 2% merit is proposed. Since only those not affected by the automatic bump would be eligible, only \$74,000 in new money would be required.

Based on our history over the past 3 years, it is recommended that we budget for a 6% health insurance and a 3% dental premium increase. This would cost the city an extra \$52,000 in 2014.

Under the new health care legislation, all employees who work an average of 30 hours a week will be labeled as full-time and will be eligible for health coverage. In light of this change, I am recommending that our threshold for earning accrued paid leave benefits be raised from 20 hours to 30 hours a week for consistency in administration.

Finally, there are 3 employees who would not be eligible for any adjustment in 2014 since they are already, and would continue to be, at the top of their respective pay ranges. For these employees, we would like to propose a "merit check" whereby they would be eligible for the merit but it would be a one-time payment that would not be tagged on to their base.

Overall, the plan reflected above would cost no more than \$230,000. If you evoke the "spike" rule which automatically throws out the maverick reporting of a bump of 10% or more, the cost to bring salaries to the new pay range minimums would be \$30,000, the cost to implement a 2% merit increase for all other employees would be \$105,000 and the combined plan would be \$190,000 – a savings of \$40,000.

Further direction is requested.