

CITY OF WHITE HOUSE
Amended Agenda
Board of Mayor and Alderman Meeting
June 20, 2013
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer / Pledge
3. Roll Call
4. Adoption of the Agenda
5. Approval of Minutes of the May 16, 2013 meeting.
6. Welcome Visitors
7. Public Hearings
8. Communication from Mayor, Aldermen, and City Administrator
9. Acknowledge Reports
 - A. General Government
 - B. Police
 - C. Fire
 - D. Public Works
 - E. Wastewater
 - F. Planning and Codes
 - G. Parks
 - H. Library
 - I. Court Clerk
 - J. Monthly Financial Summary
10. Consideration of the Following Resolutions:
 - a. **Resolution 13-09:** A resolution approving certain amendments and revisions to the personnel manual.
 - b. **Resolution 13-10:** A resolution authorizing appropriations for financial aid of non-profit organizations.
11. Consideration of the Following Ordinances:
 - a. Ordinance 13-05: An ordinance amending the fiscal budget for the period ending June 30, 2013. *Second Reading.*
 - b. Ordinance 13-06: An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2013 through June 30, 2014. *Second Reading.*
12. Finance
 - a. To approve or reject removing 1,500 trash carts and 200 ninety-six gallon cans from the asset list. The Public Services Director recommends approval.
 - b. To approve or reject removing the South Palmers Lift Station (a 1994 Smith & Loveless Wet Pit/Dry Underground can lift station) from the asset list. The Public Services Director recommends approval.
 - c. To approve or reject John T. Hall Construction, Inc.'s bid of \$1,540,519.00 for the Hobbs/Dawn Court Sewer project. The Public Services Director recommends approval.

- d. To approve or reject Change Order #2 for the North Palmer's Chapel Project for \$2,910.00. The Public Services Director recommends approval.

13. Other Business

- a. Board Appointments

14. Discussion Items

- a. None

15. Other Information

16. Adjournment

June 17, 2013

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: W. Joe Moss, Public Services Director
Re: Request to Approve - North Palmer's Chapel Project Change Order # 2

On this date, June 17, 2013, I am requesting that the Mayor and Board of Alderman approve Change Order No. 2 for the North Palmer's Chapel Vacuum Pump Station Motor Control Center (MCC) Replacement Project.

The MCC is part of the CGO 2011-278 SRF loan project, commonly known as the "Green Project".

We recently had the #3 vacuum pump catch fire. Upon closer examination by Air-Vac, it was discovered that none of the three (3) pumps have the heat overload sensor connected to the electrical control panel. These pumps have been in place since the mid-80's and this is the first time an over-temperature condition has occurred. If the sensors had been connected we wouldn't be paying for the \$11,293.71 repair bill to fix the burned pump. We're getting the pump repaired on an emergency P.O. due to the fact that we need to keep a spare motor and pump on hand in the event that one of the pumps go down.

I've had the pump sensors wired in temporarily to the old panel for now, but as soon as the new panel is ready to come online, I need to have these controls connected to panel.

I am recommending that the Mayor and Board of Alderman approve Change Order No. 2 for Stansell Electric in the amount of \$2,910.00 to connect the heat overload sensors from the three (3) pumps to the new control panel.

Should you have any questions regarding this contract award request, please call me at 406-0177 or Ben Simerl at (865) 712-3196

Change Order

No. 2

Date of Issuance: 6/20/13 Effective Date: _____

Project: North Palmer's Chapel Motor Control Center and Engine Generator Replacement	Owner: City of White House	Owner's Contract No.:
Contract: SRF Contract No. CGO 2012-278		Date of Contract: 12/19/2012
Contractor: Stansell Electric Company		Engineer's Project No.: 10.02023

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Add over-temperature sensors, wiring, and alarms to the 3 existing vacuum pumps. Add additional time for delayed delivery of motor control center and vacuum control panel and for installation of over-temperature sensors.

Attachments (list documents supporting change):

Stansell Electric Company, Inc. Proposal

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ 272,990.00

Original Contract Times: Working days Calendar days

Substantial completion (days or date): 150

Ready for final payment (days or date): 165

Increase from previously approved Change Orders
No. 1:

\$ 39,000.00

[Increase] [Decrease] from previously approved Change Orders
No. _____ to No. _____:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Price prior to this Change Order:

\$ 311,990.00

Contract Times prior to this Change Order:

Substantial completion (days or date): 150

Ready for final payment (days or date): 165

Increase of this Change Order:

\$ 2,910.00

Increase of this Change Order:

Substantial completion (days or date): 30

Ready for final payment (days or date): 30

Contract Price incorporating this Change Order:

\$ 314,990.00

Contract Times with all approved Change Orders:

Substantial completion (days or date): 180

Ready for final payment (days or date): 195

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

ACCEPTED:

By: _____
Owner (Authorized Signature)

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: 6/17/13

Date: _____

Date: _____

Approved by Funding Agency (if applicable):

Date: _____



**STANSELL
Electric
Company, Inc.**

Our Job No.: 133704
Our CE No.: CE-002a

Date June 14, 2013

Customer McGill Associates, P.A.
Address 2240 Sutherland Avenue, Suite 2
State, Zip Knoxville, TN 37919

Attention: Ben Simerl
Senior Project Manager

Subject: North Palmer's Chapel Rd. Pump Station

Contract #: 10.02023

Reference: Additions to Vacuum Pumps

Gentlemen:

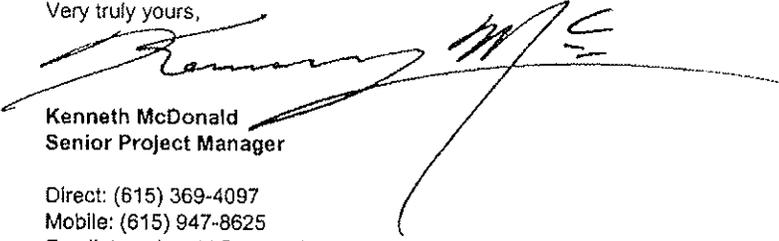
We herewith submit the estimate in the additional amount of \$2,910.00 for the change in scope as follows:

Owner requested addition of over temperature sensors to three (3) vacuum pumps and appropriate wiring from the three (3) pumps to the Vacuum Control Panel (VCP).

This proposal is based solely on the usual cost elements such as labor, materials and normal markups and does not include delays, disruptions, rescheduling, extended overhead, overtime, acceleration, and/or impact costs. In the event any of these items of impact should occur, Stansell Electric Company, Inc. hereby expressly reserves the right to make an equitable contract adjustment for any and all of these items prior to final settlement of this contract. **The quoted work will require additional days added to the contract; please adjust accordingly.**

We trust the above will meet with your approval, however, should you have any questions or require further information, please do not hesitate to contact us.

Very truly yours,


Kenneth McDonald
Senior Project Manager

Direct: (615) 369-4097
Mobile: (615) 947-8625
Email: kmcdonald@stansellelectric.com

Attachments
cc: Bobby Gaines, File



Project Name: North Palmer's Chapel Rd. Pump Station
Client Name: McGill Associates, P.A.
Description of Change: Additions to Vacuum Pumps
OWNER CHANGE OR CONTRACT MOD NUMBER (IF APPLICABLE)

Date: 06/14/13
Our Job No.: 133704
Our CE No.: CE-002a

SUMMARY PRICE SHEET

Material:	<u>1,091.48</u>
Equipment:	<u>65.00</u>
Subtotal:	<u>1,156.48</u>
Labor:	<u>561.77</u>
Burden 46% of Direct Labor:	<u>258.42</u>
Subtotal:	<u>820.19</u>
Subcontract:	<u>307.06</u>
Subtotal:	<u>307.06</u>
OH 15% of Cost:	<u>342.56</u>
10% Profit :	<u>262.63</u>
Subtotal:	<u>2,888.92</u>
Bond 0.75%:	<u>21.67</u>
Total:	<u>\$2,910.59</u>



Project Name: North Palmer's Chapel Rd. Pump Station
 Client Name: McGill Associates, P.A.
 Description of Change: Additions to Vacuum Pumps
 OWNER CHANGE OR CONTRACT MOD NUMBER (IF APPLICABLE)

Date: 05/14/13
 Our Job No.: 133704
 Our CE No.: CE-002a

MATERIAL EXTENSION SUMMARY

Description	Qty	Material Price	Per	Material Extension	Labor Unit	Per	Labor Extension (hrs)	
Mobilization:								
Receiving, Storage & Mobilization	1	14.04	Ea	14.04	2.00	Hrs	2.00	
				14.04 Subtotal:			2.00	
General								
Estimator	0		Ea	-	-	Hrs	-	
Project Manager	0		Ea	-	-	Hrs	-	
Superintendent	1		Ea	-	1.90	Hrs	1.90	
Drawing Reproduction	0	-	Ea	-	-	Hrs	-	
Operations Support	1	33.71	Ea	33.71	0.38	Hrs	0.38	
				33.71 Subtotal:			2.28	
Materials:								
Raceway, Fittings and Boxes	3	247.30	Ea	741.90	2.28	Hrs	5.84	
Wire & Cable	3	73.43	Ea	220.29	1.12	Hrs	3.36	
Switchgear / Distribution	0	-	Ea	-	-	Hrs	-	
Mechanical	3	15.00	Ea	45.00	2.46	Hrs	7.38	
Lights Fixtures & Lamps	0	-	Ea	-	-	Hrs	-	
Wiring Device & Covers	3	12.18	Ea	36.54	0.44	Hrs	1.32	
Underground, Site, Concrete	0	-	Ea	-	-	Hrs	-	
Voice / Data / Video	0	-	Ea	-	-	Hrs	-	
				1,043.73 Subtotal:			18.90	
				-	Sales Tax @ 0.25%			
Total:							\$1,091.48	23.18

ADDITIONAL PRICING:

Project is exempt from sales tax.

EXCLUSIONS AND CLARIFICATIONS:



Project Name: North Palmer's Chapel Rd. Pump Station
 Client Name: McGill Associates, P.A.
 Description of Change: Additions to Vacuum Pumps

Date: 06/14/13
 Our Job No.: 133704
 Our CE No.: CE-002a

OWNER CHANGE OR CONTRACT MOD NUMBER (IF APPLICABLE)

EQUIPMENT SUMMARY

Equipment	Type	Count	Rate	Sum
Core Drill	Day(s)	0.00	250.00	0.00
Scissor Lifts - 19'	Week(s)	0.00	290.00	0.00
Boom Lifts - 40'	Month(s)	0.00	975.00	0.00
Mini-Ex	Day(s)	0.00	128.80	0.00
Mini-Ex	Week(s)	0.00	560.00	0.00
Dump Truck	Hr(s)	0.00	65.00	0.00
Back Hoe	Week(s)	0.00	560.00	0.00
Service Body / Van	Day(s)	1.00	65.00	65.00
Delivery/Pick-Up	Each Way	0.00	50.00	0.00

Total: \$65.00



Project Name: North Palmer's Chapel Rd. Pump Station
 Client Name: McGill Associates, P.A.
 Description of Change: Additions to Vacuum Pumps

Date: 06/14/13
 Our Job No.: 133704
 Our CE No.: CE-002a

OWNER CHANGE OR CONTRACT MOD NUMBER (IF APPLICABLE)

SUBCONTRACTOR SUMMARY

Vendor	Type	Sum
AirVac	Over temperature sensors and heaters installed	307.06
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00

Total: \$307.06

QUOTE

AIRVAC, INC.
P.O. Box 528
4079 N. Old U.S. 31
574-223-3980

QUOTE NO: 4618
QUOTE DATE: 06/14/13
PAGE: 1

BILL TO:
White House Sewer Department
105 College Street

SHIP TO:
White House Sewer Department
Treatment Plant
725 Industrial Road

White House, TN 37188
US

Whitehouse, TN 37188
US

CUSTOMER NO	SALESPERSON	TERMS			
WH1001	000000114	NET 30 DAYS			
LOC PPD/COL	SHIP VIA			SHIP DATE	
W1	Prepaid UPS GROUND			06/14/13	
QTY ORDERED	UOM	ITEM NO/DESCRIPTION	UNIT PRICE	DISC %	NET PRICE
1.000	EA	NS-VAC PMP ACCS VACUUM PUMPS & ACCESSORIES 0546.904.404 temp switch	163.800	0	163.80
1.000	EA	NS-VAC PMP ACCS VACUUM PUMPS & ACCESSORIES 0247.000.225 side plate	119.700	0	119.70
1.000	EA	NS-VAC PMP ACCS VACUUM PUMPS & ACCESSORIES 480.128.00 side plate gasket	23.560	0	23.56

TOTAL QUOTE (Does not include freight or any applicable taxes):

307.06

This quotation is a firm quotation for a period of 30 days from the above date.
We reserve the right at any time to correct clerical errors.