

**CITY OF HIGHLAND, KANSAS
SPECIAL COUNCIL MEETING
CITY HALL
April 27, 2023
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Terry Gibson, Tana Snyder, Dan Collins and Keith Edmonds

COUNCIL MEMBER ABSENT: Marty Allen

CITY EMPLOYEES PRESENT: City Attorney Andrew Parker, City Clerk Joann Karn and Asst. City Clerk Debbie Keebler

GUESTS PRESENT: None

PRESIDING: Council President Terry Gibson – Mayor Batchelder absent

Council President Gibson opened the special meeting at 5:00 p.m.

Tana Snyder moved and Keith Edmonds seconded a motion to approve the 2022 Water Treatment Improvements Project Change Order No. 1 as presented by contractor BRB, recommended by engineer BG Consultants, to increase contract time due to material and equipment delays; proposing to extend the contract by 79 days for a new substantial completion date of May 26, 2023 and final completion of June 23, 2023 (77 days) with an exception for the generator and transfer switch, which will be installed upon delivery. Motion carried 4-0

Attorney Parker explained Chief Winters initial request to attend the 2023 Kansas Association of Chiefs of Police Conference on May 1-4, 2023 in Mulvane, KS will not be requested now since discovering the time and location of the conference but will request to attend next year.

Tana Snyder moved and Keith Edmonds seconded a motion to adjourn at 5:03 p.m. Motion carried 4-0

Mayor

City Clerk

**SPECIAL MEETING
AGENDA
CITY OF HIGHLAND
220 W. Main Street
Highland, Kansas 66035
April 27, 2023
5:00 p.m.**

- I. Call to Order**
- II. Discussion/Action**
 - 1. Water Treatment Plant Change Order No. 1**
 - 2. Chief of Police Conference Request**
- III. Adjournment**

**City of Highland
220 West Main Street
Highland, Kansas 66035**


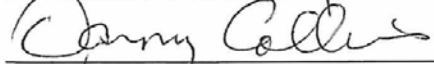
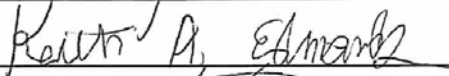
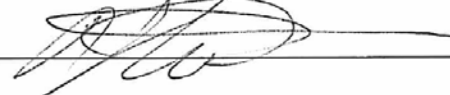

Request for Special Council Meeting:

Date: April 27, 2023

To: Charles Batchelder, Mayor of Highland, KS

We, the undersigned, council persons of the City of Highland, Kansas hereby respectfully request you to call a special meeting of the Council for the subject and purpose of: discussion and/or approval regarding Change Order No. 1 of the Water Treatment Plant and Chief of Police Conference Request.

Signed:

Highland City Council

CHANGE ORDER NO.: 1

Owner:	City of Highland, Kansas	Owner's Project No.:	21-1161L
Engineer:	BG Consultants, Inc.	Engineer's Project No.:	21-1161L
Contractor:		Contractor's Project No.:	
Project:	2022 Water Treatment Improvements		
Contract Name:	2022 Water Treatment Improvements		
Date Issued:	April 20, 2023	Effective Date of Change Order:	

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

Description:

Increase in contract times due to material and equipment delays.

Attachments:

Extension request letter and schedule.

Change In Contract Price	Change in Contract Times [State Contract Times as either a specific date or a number of days]
Original Contract Price: \$ <u>3,398,900.00</u>	Original Contract Times: Substantial Completion: <u>275 days</u> Ready for final payment: <u>305 days</u>
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. [Number of previous Change Order]: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No.1 to No. [Number of previous Change Order]: Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u>
Contract Price prior to this Change Order: \$ <u>3,398,900.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>275 days</u> Ready for final payment: <u>305 days</u>
[Increase] [Decrease] this Change Order: \$ <u>0.00</u>	Increase this Change Order: Substantial Completion: <u>79 days</u> Ready for final payment: <u>77 days</u>
Contract Price incorporating this Change Order: \$ <u>3,398,900.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>354 days</u> Ready for final payment: <u>382 days</u>

Recommended by Engineer (if required)

By: Paul C Owings
 Title: Paul Owings, P.E. - Project Engineer
 Date: April 20, 2023

Accepted by Contractor

Josh Klug
JOSH KLUG, PROJECT MANAGER
4/25/2023

Authorized by Owner

By: _____
 Title: _____
 Date: _____

Approved by Funding Agency (if applicable)

By: _____
 Title: _____
 Date: _____



To BG Consultants and the City of Highland, KS

Due to delays in delivery of materials, BRB Contractors has been unable to complete the Highland Water Treatment Plant Improvements project within the confines of the contract time. Below is a list of the items critical to completion and their date of delivery to the jobsite:

- Overhead Door: Approved and released 7/8/2022, did not receive until the last week of December and were installed the week of January, 2023. The plan was to receive those in October. These were needed to close the building.
- Victaulic Spool Pieces (in Yard): Did not receive until early January, 2023. These were found in all three vaults, and completing yard piping would not have been possible without them unless we were comfortable leaving holes open for an extended period of time.
- Ion Exchange System Main Skid and Equipment: Approved 8/8/2022, received February 13, 2023. Interior pipe could not even begin without the main skid and bag filter. The last of the skids and tanks did not arrive until March 22.
- Though the main skid and bag filter had arrived, electrical cabinets did not arrive on site until the middle of March.
- As previously discussed, we do not expect to receive the transfer switch until June and the generator until after that. The installation of the transfer switch will require a full shutdown of the plant for approximately 4 hours upon delivery.

Attached is our updated progress schedule based off of these delivery times. Also attached are packing slips and email correspondence showing when items were received, specifically for the packaged water treatment equipment (which was the biggest holdup). We are proposing to extend the contract by 79 days for a new substantial completion date of May 26, 2023 and final completion of June 23, 2023 (77 days) with an exception for the generator and transfer switch, which will be installed upon delivery. No change to the contract price is being requested in this change order. If you have any further questions, please let me know.

Thank You,

Josh Klug
Project Manager
BRB Contractors, Inc
785-477-3094
joshklug@brbcontractors.com

Street Address:
4646 NW Fielding Rd
Topeka, KS 66618

Phone: 785-232-1245



Fax: 785-235-8045

Mailing Address:
PO Box 750940
Topeka, KS 66675-0940

4-250

KS ASSOCIATION OF CHIEFS OF POLICE
PO Box 2163
Hutchinson KS 67504-2163
<http://www.ksacp.org>



Dennis Shaw, Exec Director
620.242.6565
ksacp@ksacp.org
Randy Henderson, Conf Director
rhenderson@ksacp.org
620.899.4122

2023 Kansas Association of Chiefs of Police

Spring Leadership Training Conference / Vendor Show / Valor Awards Ceremony

May 1st – 4thth, 2023

KS Star Casino / Hotel / Event Center

777 Kansas Star Drive

Mulvane KS 67110

316.524.3777 (Hampton Inn & Suites)

Monday May 1st, 2023 (Snacks/Drinks Sponsored by-TBD)

- 0800-1000 KACP Board Meeting – Arena. Lower Level Lobby
- 1000-1100 Legislative Committee Meeting – Arena. Lower Level Lobby
- 1100-1145 Training Committee Meeting – Arena. Lower Level Lobby
- 1145-1330 Lunch on your own
- 1330-1400 Conference Opening Ceremony – Studio A/B
(Color Guard / National Anthem / Prayer/ President welcome)
- 1400-1500 Training – Leading with a Better Memory Intro, Paul Mellor, Success Links – Studio A/B
- 1500-1630 General Membership Meeting – Studio A/B
- 1800 - 2100 Host Chief's Night Out at Studio D/E - Sponsored by SERV (Entertainment pending)
- 1800-2200 Vendor Set Up – KS Star Arena
- 2100 – 2300 Hospitality Room Open – Breakfast Area

Tuesday May 2nd, 2023 Training (Snacks/Drinks Sponsored by – TBD)

0800-Noon Vendor Set Up – KS Star Arena (ALL VEHICLES ENTER AT 9am)
0800 – 1200 Training – Memory Power, Paul Mellor, Success Links – Studio A/B
1200-1300 Lunch – Sponsored by KDOT - Arena
1300-1800 Vendor Exhibits (Snacks/Drinks Sponsored by Pittsburg State) - Arena
1900-2300 Hospitality Room Open – Breakfast Area

Wednesday May 3rd, 2023 Training (Snacks/Drinks Sponsored by TBD)

0800-1200 Training - Why'd You Stop ME? Jason Lehman, Lexipol/Cordico – Studio A/B
1200-1330 Lunch – Sponsored by TBD – Studio D/E/F
1330-1615 Training – Why'd You Stop ME? Jason Lehman, Lexipol/Cordico – Studio A/B
1615-1800 Hospitality Room Open – Breakfast Area
1615-1815 Chiefs Photos – Sunflower Room
◦ 1800 KACP Presidents Reception (Open bar until 2000)
1900 KACP Awards Banquet Doors Open
1915 Dinner is served
2000-2100 Awards Program (Bar Closed)
2100 – 2300 Hospitality Room Open – Breakfast Area

Thursday May 4th, 2023 Training (Snacks/Drinks Sponsored by TBD)

0800-1200 Training – Retirement, How to do it Right, Col Brenda Dietzman Ret Sedgwick CO SO – Studio A/B
1200-1230 Conference Adjourns