



**City Commission Meeting Agenda
2 Park Drive South, Great Falls, MT
Commission Chambers, Civic Center
September 03, 2024
7:00 PM**

The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.

Public participation is welcome in the following ways:

- Attend in person.
- Provide public comments in writing by 12:00 PM the day of the meeting: Mail to City Clerk, PO Box 5021, Great Falls, MT 59403, or via email to: commission@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.

Meeting Decorum Statement

1. Members of the public shall address their comments to the presiding officer and the Commission as a body and not to any individual member of the Commission or City staff.
2. Speakers shall keep their comments germane to the subject item on the agenda or, during petitions and communications, matters of significant public interest which are within the jurisdiction of the Commission.
3. Be respectful and do not engage in disorderly or boisterous conduct, including but not limited to applause, booing, or making any remarks that are, threatening, profane, abusive, personal, or slanderous that disturbs, disrupts, or otherwise impedes the orderly conduct of our meeting.
4. Signs, placards, banners, or other similar items shall not be permitted in the audience during our City Commission meeting.
5. Remain seated, unless addressing the body at the podium or entering or leaving the meeting. Private or informal conversations may occur outside of the Chambers. Obey any lawful order of the Presiding Officer to enforce the Rules of Decorum.
6. A complete copy of Rule 10 pertaining to the public participation is available on the table in the Commission Chambers and is included with the Meeting posting on the City's Website.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL / STAFF INTRODUCTIONS

AGENDA APPROVAL

CONFLICT DISCLOSURE / EX PARTE COMMUNICATIONS

MILITARY UPDATES

1. Miscellaneous Reports and announcements from Malmstrom Air Force Base.

PETITIONS AND COMMUNICATIONS

(Public comment on any matter that is not on the agenda of the meeting and that is within the jurisdiction of the City Commission. Please keep your remarks to a maximum of 3 minutes. When at the podium, state your name and either your address or whether you are a city resident for the record.)

2. Miscellaneous reports and announcements.

NEIGHBORHOOD COUNCILS

3. Miscellaneous reports and announcements from Neighborhood Councils.

BOARDS AND COMMISSIONS

4. Miscellaneous reports and announcements from Boards and Commissions.

CITY MANAGER

5. Miscellaneous reports and announcements from City Manager.

CONSENT AGENDA

The Consent Agenda is made up of routine day-to-day items that require Commission action. Items may be pulled from the Consent Agenda for separate discussion/vote by any Commissioner.

6. Minutes, August 20, 2024, City Commission Meeting.
7. Total Expenditures of \$5,108,307 for the period of August 8, 2024 through August 21, 2024, to include claims over \$25,000, in the amount of \$4,515,156.
8. Contracts List.
9. Approve a Change Order #1 in the amount of \$29,728.60, to the construction contract awarded to United Materials of Great Falls on February 6, 2024 for the Lower Northside Street Reconstruction project and approve Final Payment in the amount of \$103,194.07 to United Materials of Great Falls and \$1,042.36 to the State Miscellaneous Tax Fund, and authorize the City Manager to execute the contract documents.
10. Approve Change Order No. 8, in the amount of \$12,729.32, to the construction contract awarded to Swank Enterprises on November, 2, 2021, for the Indoor Aquatics and Recreation Center, and authorize the City Manager to execute the change order documents.

Action: Approve Consent Agenda as presented or remove items for separate discussion and/or vote by any Commission member. After motion is made, Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

PUBLIC HEARINGS

OLD BUSINESS

NEW BUSINESS

ORDINANCES / RESOLUTIONS

CITY COMMISSION

11. Miscellaneous reports and announcements from the City Commission.
12. Commission Initiatives.

ADJOURNMENT

(Please exit the chambers as quickly as possible. Chamber doors will be closed 5 minutes after adjournment of the meeting.)

Assistive listening devices are available for the hard of hearing, please arrive a few minutes early for set up, or contact the City Clerk's Office in advance at 455-8451. Wi-Fi is available during the meetings for viewing of the online meeting documents.

Commission meetings are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. City Commission meetings are re-aired on cable channel 190 the following Wednesday morning at 10 am, and the following Tuesday evening at 7 pm.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Regular City Commission Meeting

Mayor Pro Tempore Wolff presiding
 Commission Chambers, Room 206

CALL TO ORDER: 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Joe McKenney, Rick Tryon, Shannon Wilson, and Susan Wolff. Mayor Cory Reeves was excused. Also present were City Manager Greg Doyon; Public Works Director Chris Gaub; Finance Director Melissa Kinzler; Deputy City Attorney Rachel Taylor; Police Captain Doug Mahlum; and Deputy City Clerk Darcy Dea.

AGENDA APPROVAL: There were no proposed changes to the agenda by the City Manager or City Commission. The Agenda was approved as presented.

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: None.

COMMUNITY INITIATIVES

1. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM CITY COUNTY HEALTH DEPARTMENT.

No one attended to provide an update.

PETITIONS AND COMMUNICATIONS

2. Ben Forsyth, City resident, provided and discussed The Complete Text of Initiative No. 190 and Recommended Laws handouts with regard to recreational marijuana and cannabis.

John Hubbard, City resident, discussed issues with local and state government, as well as his opposition to tax increases.

Jeni Dodd, City resident, expressed concern that some of the Commission are not sensitive or responsive to the concerns and questions of the public, per the Official Code of the City of Great Falls (OCCGF). She commented that at a previous commission meeting, Commissioner Tryon had stated that the Department of Revenue (DOR) and State determines the amount citizens pay in taxes for the City. Ms. Dodd read from an August 1, 2024 letter by Governor Gianforte about property taxes rising too much because local governments grow their spending at alarming rates. Ms. Dodd further read from an article in the Montana Sentinel about how citizens should implore their City Commission to stop presenting to its citizens the approval of any further bonds, levies and other property tax increases, no matter their reasoning.

Patrick Propp, Parkdale resident, provided a list of questions from concerned citizens about Great Falls Housing Authority (GFHA) removing screen doors. Mr. Propp also indicated that he dropped off additional documents earlier today in the City Manager's office. He requested the Commission's

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

help to create some oversight with regard to Great Falls Housing Authority (GFHA) removing screen doors. Mr. Propp concluded that GFHA is throwing away \$300,000 worth of screen doors.

NEIGHBORHOOD COUNCILS

3. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

BOARDS AND COMMISSIONS

4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

CITY MANAGER

5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

City Manager Greg Doyon made the following announcements:

- The Alliance for Youth, Great Falls Rescue Mission and United Way hosted a Back 2 School Blast event on August 16, 2024 to help kids get ready for the new school year. There were approximately 226 volunteers and 1,900 participants.
- A consultant team from Orion Planning and Design will be in the community on August 21, 2024 to better understand the City and have conversations with stakeholder groups about the Growth Management Plan.
- The Public Works and Planning and Community Development Departments have retained Roadway Asset Services LLC to provide professional asset management mobile data collection services on citywide pavement conditions. The data will be used to develop an asset management plan for the street and trail network.

CONSENT AGENDA.

6. Minutes, August 6, 2024, City Commission Meeting.
7. Minutes, August 6, 2024, Special City Commission Meeting.
8. Total Expenditures of \$5,825,387 for the period of July 18, 2024 through August 7, 2024, to include claims over \$25,000, in the amount of \$4,648,976.
9. Contracts List.
10. Approve the Final Payment for the 7th Avenue Northwest Street Reconstruction, in the amount of \$34,972.27 to United Materials of Great Falls, Inc., and \$353.26 to the State Miscellaneous Tax Fund and authorize the City Manager to make the payments. **OF 1806.1**

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

11. Approve the Final Payment for the Central Ave/3rd St Drainage Improvements Phase 1 project, in the amount of \$159,458.96 to Ed Boland Construction and \$1,610.72 to the State Miscellaneous Tax Fund and authorize the City Manager to make the payments. **OF 1779.0**
12. Approve the Final Payment for the Lower Northside Water Main Replacement Phase 2 project, in the amount of \$93,631.17 to United Materials of Great Falls Inc. and \$945.77 to the State Miscellaneous Tax Fund and authorize the City Manager to make the payments. **OF 1467.1**

Commissioner Tryon moved, seconded by Commissioner Wilson, that the City Commission approve the Consent Agenda as presented.

Mayor Pro Tempore Wolff asked if there were any comments from the public. Hearing none, Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners.

Referring to agenda items 10, 11 and 12, Mayor Pro Tempore Wolff commented that she always likes final payments.

There being no further discussion, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

PUBLIC HEARINGS

13. **RESOLUTION 10556 TO LEVY AND ASSESS THE GENERAL BOULEVARD DISTRICT NO. 3570.**

Mayor Pro Tempore Wolff declared the public hearing open and asked for presentation of the agenda report.

Finance Director Melissa Kinzler reported that the Park and Recreation Department, Natural Resources - Boulevard Division, is responsible for the care and maintenance of over 15,000 street trees located within the General Boulevard District. Services provided within the District are pruning, removal, planting, and streetscape design.

After calculating all factors pertinent to the operation of the Boulevard Division, an assessment amount of \$510,788 was calculated, proposed and presented to the City Commission for approval in the FY 2024 adopted budget. The boulevard assessment is increasing 6% or \$6.11 for the average size lot to cover the increased costs of operations (personnel, tree planting, fuel, etc.) and will result in an assessment of approximately \$107.97 for the average size lot of 7,500 square feet.

Mayor Pro Tempore Wolff asked if there were any comments from the public in support of Resolution 10556. Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10556.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10556.

John Hubbard, 615 7th Avenue South, spoke in opposition to increased taxes.

Mayor Pro Tempore Wolff closed the public hearing and asked the will of the Commission.

Commissioner Tryon moved, seconded by Commissioner McKenney, that the City Commission adopt Resolution 10556.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

14. RESOLUTION 10557 TO LEVY AND ASSESS GREAT FALLS PARK DISTRICT NO. 1.

Mayor Pro Tempore Wolff declared the public hearing open and asked for presentation of the agenda report.

Finance Director Melissa Kinzler reported that on June 5, 2018, the City Commission adopted Resolution 10238 creating the Great Falls Park District Number 1. The boundaries of the District are the current incorporated limits of the City, as well as all properties later annexed thereto.

The Park District's overall purpose is to utilize assessment dollars and direct those monies to maintenance and management of City-owned parks and park areas. The Park District's revenue may not be used for programming. The cost of the proposed improvements for the Great Falls Park District No. 1 is \$1.5 million dollars annually. FY 25 is year seven of the assessment with no increase. Based on 2023 valuations, the estimated annual assessment for a \$100,000 market value property would be \$19.04. For a \$200,000 market value property, the estimated annual assessment would be \$38.08, for a \$300,000 market value property, the estimated annual assessment would be \$57.12, and for a \$600,000 market value property, the estimated annual assessment would be \$114.24.

Mayor Pro Tempore Wolff asked if there were any comments from the public in support of Resolution 10557.

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10557.

Jeni Dodd, City resident, commented that before the Park District passed in 2018, the City claimed the levy would cost the taxpayers \$1.5 million a year for three years and that the amount of the assessment could be adjusted annually. The purpose of the Park District was to address the \$12.6 million deferred maintenance and some operational needs identified in the park masterplan, not to expand the existing park system. However, the existing park system was expanded by adding the

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Scheels Aim High Big Sky Aquatic and Recreation Center, and there was an increase in park fees. Ms. Dodd expressed concern about the leadership of the Park and Recreation Department because the majority of the City's troubled funds are from the Parks Department.

John Hubbard, 615 7th Avenue South, spoke in opposition to increased taxes.

Mayor Pro Tempore Wolff closed the public hearing and asked the will of the Commission.

Commissioner Tryon moved, seconded by Commissioner Wilson, that the City Commission adopt Resolution 10557.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners.

Commissioner Wilson pointed out the Park and Recreation Department struggles because things are so expensive. Citizens buy into this community and the City needs to be maintained to ensure it stays in good shape. She concluded that she enjoys living in a community where street lights, streets, and parks are maintained.

Commissioner Tryon pointed out that Park District No. 1 was passed by the voters. He commented that the Park District assessment has not increased and is needed for maintaining the community parks.

There being no further discussion, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

15. RESOLUTION 10558 TO LEVY AND ASSESS PROPERTIES WITHIN SPECIAL IMPROVEMENT LIGHTING DISTRICTS.

Mayor Pro Tempore Wolff declared the public hearing open and asked for presentation of the agenda report.

Finance Director Melissa Kinzler reported that there are currently 27 Special Improvement Lighting Districts with approximately 9,429 roadway lights. The purpose of the Special Improvement Lighting District Fund is to maintain the lights and poles and furnish electrical supply for the lighting districts throughout the year and throughout the City.

The assessment amount for the Special Improvement Lighting District funds for FY 2025 is \$1,414,060, which reflects an aggregate 6.7% increase from the prior fiscal year. She noted that not all districts would have an increased assessment. Only those districts without a sufficient cash balance to cover the cost of operations will be increased. Many districts have been using their fund balance in recent years to offset assessment increases.

Mayor Pro Tempore Wolff asked if there were any comments from the public in support of Resolution 10558.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10558.

John Hubbard, 615 7th Avenue South, spoke in opposition to increased taxes and the need for additional light poles.

Mayor Pro Tempore Wolff closed the public hearing and asked the will of the Commission.

Commissioner McKenney moved, seconded by Commissioner Wilson, that the City Commission adopt Resolution 10558.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

16. RESOLUTION 10559 TO LEVY AND ASSESS THE PORTAGE MEADOWS MAINTENANCE DISTRICT NO. 1195.

Mayor Pro Tempore Wolff declared the public hearing open and asked for presentation of the agenda report.

Finance Director Melissa Kinzler reported that in February 1977, the Commission adopted Resolution 6913 that created the Special Improvement Maintenance District 1195 for the purpose of maintaining the Green Belt of the Portage Meadows Addition. The assessment covers the costs of materials, snow removal labor, water, mowing labor, fertilizer costs and labor, and tree pruning, which was part of the original Planned Unit Development.

The estimated assessment is a total of \$75,538, and will result in an annual assessment of approximately \$403.90 for an average lot of 4,501 square feet. For Fiscal Year 2025, the Portage Meadows assessment is increasing 5% or \$19.23 for the average size lot to cover the increased costs of operations (personnel, fuel, maintenance of the irrigation system, etc.). The last Portage Meadows Maintenance District increase of 5% was approved in Fiscal Year 2024.

Mayor Pro Tempore Wolff asked if the Commissioners had any questions of staff.

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in support of Resolution 10559.

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10559.

John Hubbard, 615 7th Avenue South, spoke in opposition to increased taxes.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Cheryl Scheer, City resident, commented that she has asked the Commission at prior City Commission meetings not to increase taxes; however, she believes that the Commission does not care, makes its own decision and does not listen to the people. The City could have the greatest parks, but people are losing their homes because of increased taxes.

Mayor Pro Tempore Wolff closed the public hearing and asked the will of the Commission.

Commissioner Tryon moved, seconded by Commissioner Wilson, that the City Commission adopt Resolution 10559.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners.

Referring to Ms. Scheer's comments, Commissioner Tryon responded that to suggest the Commission does not care or listen to citizens is absurd. He listens to and considers all public comment; however, the City's parks and infrastructure needs to be maintained. He is not going to let the City fall apart on his watch. The Commission does not get paid, is not here for any other reason than to serve the community and does what is responsible, not what is popular.

Commissioner Wilson commented that City staff is prudent with regard to how money is spent. Increased property tax is the fault of the Montana State Legislature, because it allows taxes to decrease for large businesses and hits the small businesses and property owners.

There being no further discussion, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

17. RESOLUTION 10560 TO LEVY AND ASSESS THE STREET MAINTENANCE DISTRICT.

Mayor Pro Tempore Wolff declared the public hearing open and asked for presentation of the agenda report.

Finance Director Melissa Kinzler reported that the Street Division maintains approximately 393 miles of streets and alleys within the City limits. Maintenance consists of pavement rehabilitation and restoration, street cleaning, snow and ice removal, and alley maintenance. In addition, the Traffic Operations Division is responsible for the maintenance of all roadway signs, signals and pavement markings.

After calculating all factors pertinent to the operation of the Street Maintenance District, an assessment amount for the next fiscal year was calculated and presented to the City Commission for approval in the FY25 adopted budget. A 10% increase is proposed for FY25. The last street maintenance assessment increase was 10% was in 2024. The 10% increase in the FY 25 budget will allow for pavement preservation to continue at the same rate and the budget for material costs will be adequate to account for inflation

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

The estimated increase is \$12.11 for an average size lot of 7,500 sq. feet. The total estimated assessment for the District is \$5,545,751.

Mayor Pro Tempore Wolff asked if there were any comments from the public in support of Resolution 10560.

Hearing none, Mayor Pro Tempore Wolff asked if there were any comments from the public in opposition to Resolution 10560.

John Hubbard, 615 7th Avenue South, spoke in opposition to increased taxes. Mr. Hubbard commented that he has not seen improvements on any of the streets.

Mayor Pro Tempore Wolff closed the public hearing and asked the will of the Commission.

Commissioner Wilson moved, seconded by Commissioner Tryon, that the City Commission adopt Resolution 10560.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners.

Commissioner McKenney commented that if government is run like a business, when the price of goods and services increases, adjustments have to be made. The community has been making these adjustments for decades based on the tax code and inflationary tax rate, and these increases in taxes just keep the City even.

There being no further discussion, Mayor Pro Tempore Wolff called for the vote.

Motion carried 4-0.

OLD BUSINESS

NEW BUSINESS

ORDINANCES/RESOLUTIONS

18. RESOLUTION 10553 – ANNUAL TAX LEVY.

Finance Director Melissa Kinzler reported that the City Commission is required to fix an annual tax levy by setting mills to generate property tax revenues that will balance the General Fund budget and other levy supported funds. The City received its taxable valuation from the Montana Department of Revenue (MTDOR) on August 5, 2024. With this valuation, the City can now compute and set its annual mill levy.

The total mill levy for Tax Year 2024 (FY 2025) is 20.35 mills totaling \$27,797,669. This includes mills for the general levy of 160.96 mills, totaling \$21,271,196. The Permissive Medical Levy 432.39 mills, for \$4,279,889. The Great Falls Public Library totaling 17 mills, which will generate \$2,246,584. The City’s total taxable value is \$137,509,226. The taxable value per mill increased slightly from \$131,816 in FY 2024 to \$132,152 in FY 2025, an increase of .25%. The MTDOR provides no specific project or development that attributes to this increase. Changes to the tax base

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

(e.g. increases from development) are not distinguishable. Tax Year 2024 (FY 2025) was not a re-valuation year for residential properties, which are on a two-year cycle. The next revaluation year for residential properties will be next year, Tax Year 2025 (FY 2026).

During the pandemic, the City did not utilize any available tax increases in FY 2021 or FY 2022. Since FY 2023, in an effort to stabilize the General Fund undesignated fund balance, the City has utilized all available increases for the inflationary factor and permissive medical levy. The FY 2025 budget was adopted by the City Commission using the full inflationary factor and permissive medical levy available. This tax levy resolution incorporates both.

This year's newly taxable property reported by the MTDOR will generate additional revenue of \$710,064. During the FY 2025 budget adoption process, the Finance Department projected the City's newly taxable property revenue would be \$400,000. The projection was based on a 23-year average of newly taxable property. No particular development project can be identified for this newly taxable property. This additional revenue of \$310,064 not included in the FY 2025 Adopted Budget will be used to offset any uncollected taxes throughout the year, offset any appeals or protests, and/or contribute to the General Fund unreserved fund balance. The fund balance policy is 22% and the Adopted Budget projected ending fund balance is 24.5%.

The City anticipates property assessment appeals/abatement requests, which means the City will not definitively know how much of this new projected tax revenue will be available until those appeals/abatement requests are processed. The City has a large ongoing appeal outstanding that could have a material effect on the valuations once settled, according to the MTDOR. A mill levy recertification may be warranted if the appeal is completed timely, or the City will have to compensate for any decreased revenue as a result of the appeal determination.

Based on the new certified mill value, the increase for the property owner of a \$100,000 market value home would be \$8.99, a \$200,000 market value home would be \$17.98, a \$300,000 market value home would be \$26.97, and a \$600,000 market value home would be \$53.94 a year.

State law requires that the City adopt a FY 2025 Budget which includes setting the annual mill levy amounts on or before the first Thursday after the first Tuesday in September or 30 days after receiving taxable valuation from the Montana Department of Revenue, whichever is later.

Commissioner Tryon moved, seconded by Commissioner McKenney, that the City Commission adopt Resolution 10553.

Mayor Pro Tempore Wolff asked if there were any comments from the public.

Jeni Dodd, City resident, stated that she is tired of being insulted by Commissioner Tryon every time she makes comments and if he cannot take the heat, then get out of the kitchen. Ms. Dodd is also tired of paying more taxes when Tax Increment Financing (TIF) districts do not have to pay as much. She inquired why the City does not use all of its Community Development Block Grant (CDBG) money for City needs, instead of giving it to Non-Governmental Organizations (NGO) partners. Ms. Dodd concluded that she is not sure how to keep her home nice if she has to pay for the city to be nice. Several citizens are on fixed incomes and people are tapped out.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

John Hubbard, 615 7th Avenue South, commented that over taxation will result in squeezing people out of their property. Mr. Hubbard added that the City Commission is paid.

Cheryl Scheer, City resident, reiterated that there are several citizens on fixed incomes that are being taxed out of their homes. She commented that she does not question the hard work the Commission puts in; however, feels that the Commission does not listen because it passes everything. The unpopular decision would be to say no to some of these tax increases and the Commission needs to start thinking of the citizens, as well as the City. Ms. Scheer added that she does not appreciate being yelled at, reprimanded and treated so disrespectfully at a Commission meeting and that she is a tax-paying citizen. She appreciated Commissioner McKenney explaining things and not being yelled at.

Ben Forsyth, City resident, commented that some of the Commission members are the most ethical, logical and sensible people. Mr. Forsyth commented that Commissioner Tryon has good logic about taxation and supports that even though he has to pay more in taxes.

Mayor Pro Tempore Wolff asked if there was any discussion amongst the Commissioners.

Commissioner Tryon explained that it is not his intention to berate citizens; however, it gets frustrating when the Commission is berated and City staff is insulted week after week by the same individuals at Commission Meetings. The assessments voted on tonight deal with specific districts and the funds pay for maintenance within those districts. The increase for taxpayers is based on the valuation of their property and that valuation is determined by the MDOR, not the City. The tax rate applied to the various property categories, as well as the legally allowable inflationary factor percentage and permissive medical levy factor, are limitations determined and imposed on local jurisdictions by the State Legislature, not the City. The Commission hands are tied with regard to what it can and cannot do. Commissioner Tryon concluded that if people do not like the amount of property tax they are paying, they need to talk to their state legislators and ask them to do something to change the state tax code.

Mayor Pro Tempore Wolff commented that these increases affect the Commission as well. Paying taxes are the dues to live in a just society; however, it can have an impact on citizens. For two years, the City did not increase taxes during the pandemic, which put the City even further behind. All the City can raise in its tax levy is half of the rate of inflation over a three year average. With the increased cost of goods and services, the City keeps going backwards. The Commission serves because they love the community and public comment is important. Mayor Pro Tempore Wolff concluded that she respects every City department and employee for their leadership.

Commissioner Wilson commented that she voted against the tax increase a few meetings back to make a statement that the tax increase was the fault of the Montana State Legislature. They failed to do the equalization that was necessary to keep the taxes equal between big businesses, small businesses and property owners. The City needs to be maintained and City departments are doing the best they can. She reiterated that citizens should contact the governor and state legislators if they are unhappy with the tax increase.

There being no further discussion, Mayor Pro Tempore Wolff called for the vote.

JOURNAL OF COMMISSION PROCEEDINGS
August 20, 2024

Motion carried 4-0.

CITY COMMISSION

19. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Commissioner Wilson reported that 384 surveys were included on the July 18, 2024 Point-in-Time Count with regard to determining the number of unhoused citizens in the community.

20. COMMISSION INITIATIVES.

None.

ADJOURNMENT

There being no further business to come before the Commission, **Commissioner Tryon moved, seconded by Mayor Pro Tempore Wolff, to adjourn the regular meeting of August 20, 2024, at 8:25 p.m.**

Motion carried 4-0.

Mayor Pro Tempore Wolff

Deputy City Clerk Darcy Dea

Minutes Approved: September 3, 2024



Commission Meeting Date: Sept 3rd, 2024
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

ITEM: \$25,000 Report
 Invoices and Claims in Excess
 of \$25,000

PRESENTED BY: Finance Director

ACTION REQUESTED: Approval with Consent Agenda

LISTING OF ALL ACCOUNTS PAYABLE CHECKS ISSUED AVAILABLE ONLINE AT
<https://greatfallsmt.net/finance/checkregister>

**TOTAL CHECKS ISSUED AND WIRE TRANSFERS MADE ARE NOTED BELOW WITH AN
 ITEMIZED LISTING OF ALL TRANSACTIONS GREATER THAN \$25,000:**

ACCOUNTS PAYABLE CHECKS	08/08/2024 - 08/21/2024	4,110,408.50
MISCELLANEOUS ACCOUNTS PAYABLE WIRES	08/08/2024 - 08/21/2024	991,136.41
	SUB TOTAL: \$	<u>5,101,544.91</u>
MUNICIPAL COURT CHECKS	08/08/2024 - 08/21/2024	6,762.22
	GRAND TOTAL: \$	<u>5,108,307.13</u>

GENERAL FUND

FIRE

MONTANA BOARD OF INVESTMENTS	DEBT SERVICE LOAN	41,463.79
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SPECIAL REVENUE FUNDS

COVID RECOVERY

NEIGHBORWORKS GREAT FALLS	ENGINEERING SERVICES	221,352.55
IDEAL OPTION PLLC	SALARY AND FRINGE	26,096.76

PARK & RECREATION SPECIAL REVENUE

MOUNTAIN ALARM	AIM HIGH BIG SKY - ALARM/SECURITY	30,978.77
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LIBRARY

MONTANA STATE LIBRARY	MONTANA SHARED CATALOG FY25	28,202.70
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LIBRARY FOUNDATION

CUSHING TERRELL	PROFESSIONAL SERVICES FOR JULY 2024	35,924.59
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STREET DISTRICT

MOUNTAIN ALARM	OPERATIONS/ENG FIRE ALARM UPGRADE (SPLIT AMONG FUNDS)	12,289.62
GREAT FALLS SAND & GRAVEL INC	TYPE B & C HOT MIX ASPHALT	54,621.50

HOME GRANTS
 NEIGHBORWORKS GREAT FALLS 2024 HIGH SCHOOL HOUSE 50,000.00

DEBT SERVICE FUNDS

WEST BANK TID BONDS
 TALCOTT PROPERTIES LLC TIF REQUEST #3 WEST BANK 852,093.89

CAPITAL PROJECT FUNDS

ENTERPRISE FUNDS

WATER
 FERGUSON ENTERPRISES INC WATER METER EQUIPMENT FY 2025 32,202.80

SEWER
 CENTRAL PLUMBING & HEATING WWTP HVAC EVAL & REHAB/PMT6 117,444.20

INTERNAL SERVICE FUNDS

CENTRAL GARAGE
 MOUNTAIN VIEW CO-OP UNLEADED & DIESEL FUEL 26,745.74
 MOUNTAIN ALARM OPERATIONS/ENG FIRE ALARM UPGRADE
 (SPLIT AMONG FUNDS) 12,289.62

INSURANCE & SAFETY
 MT MUNICIPAL INTERLOCAL AUTHORITY ANNUAL LIABILITY PROGRAM INVOICE 1,363,648.00

HEALTH & BENEFITS
 HEALTH CARE SERVICE CORPORATION BCBS JULY 2024 583,761.87
 METROPOLITAN LIFE INSURANCE CO JULY 2024 DENTAL AND VISION 46,494.47
 HOME HEALTH OF MONTANA IT STARTS WITH ME BIOMETRICS SCREENING 40,702.00

ENGINEERING
 MOUNTAIN ALARM OPERATIONS/ENG FIRE ALARM UPGRADE
 (SPLIT AMONG FUNDS) 12,289.62

TRUST AND AGENCY FUNDS

PAYROLL CLEARING
 STATE TREASURER MONTANA TAXES 43,628.00
 FIREFIGHTER RETIREMENT FIREFIGHTER RETIREMENT EMPLOYEE &
 EMPLOYER CONTRIBUTIONS 58,872.53
 STATEWIDE POLICE RESERVE FUND POLICE RETIREMENT EMPLOYEE &
 EMPLOYER CONTRIBUTIONS 75,181.67
 PUBLIC EMPLOYEE RETIREMENT PUBLIC EMPLOYEE RETIREMENT
 EMPLOYEE & EMPLOYER CONTRIBUTIONS 160,244.91

US BANK	FEDERAL TAXES, FICA & MEDICARE	259,946.53
NATIONWIDE RETIREMENT SOLUTIONS	EMPLOYEE CONTRIBUTIONS	60,989.06

UTILITY BILLS

ENERGY KEEPERS	ENERGY SALES JULY 2024	267,691.20
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CLAIMS OVER \$25,000 TOTAL: \$ 4,515,156.39

**CITY OF GREAT FALLS, MONTANA
COMMUNICATION TO THE CITY COMMISSION**

DATE: September 3, 2024

ITEM: CONTRACTS LIST
Itemized listing of administratively approved contracts.
(Listed contracts are available for inspection in the City Clerk’s Office.)

PRESENTED BY: Lisa Kunz, City Clerk
ACTION REQUESTED: Ratification of Contracts through the Consent Agenda

MAYOR’ S SIGNATURE: _____

CONTRACTS LIST

	DEPARTMENT	OTHER PARTY (PERSON OR ENTITY)	PERIOD	AMOUNT	PURPOSE
A	Great Falls Police Department	Great Falls Public School District	08/28/2024 – 06/06/2025	\$111,629.25 increased amount paid to the City	Amendment No. 1 to 2024-2025 School Resource Officer Agreement to provide the District with five, instead of four, confirmed Police Officers and equipment necessary to provide SRO services [CR 080624.10]
B	Great Falls Police Department	Great Falls Public School District	07/01/2024 – 06/30/2025	\$74.50 hourly per event paid to City	2024-2025 Additional Great Falls Public Schools Security Agreement

C	Public Works – Environmental	Veolia ES Technical Solutions LLC	09/14/2024	Not to exceed \$40,000 [Amount will vary depending on actual quantities and actual labor, equipment, etc.]	Amendment to Environmental Services Agreement to provide analytical, collection, management, transportation, disposal and/or recycling services for waste materials at agreed upon Household Hazardous Waste Event [CR 110723.10A; 041823.12B]
D	Finance	Montana Department of Commerce	09/03/2024 – 03/31/2028	\$28,223.50 grant awarded <u>+11,776.50</u> match \$40,000.00 total project costs	Ratification of Montana Department of Commerce State-Local Infrastructure Partnership Act of 2023 Contract #MT-SLIPA-25-088 for the Great Falls Park and Recreation Visitor Center Parking Lot improvements project OF # [CR030524.17 public hearing Commission approved use of funds allocated to the City by SLIPA]
E	Finance	Montana Department of Commerce	09/03/2024 – 03/31/2028	\$85,987.50 grant awarded <u>+28,662.50</u> match \$114,650.00 total project costs	Ratification of Montana Department of Commerce State-Local Infrastructure Partnership Act of 2023 Contract #MT-SLIPA-25-087 for the Great Falls Animal Shelter Repairs projects OF # [CR030524.17 public hearing Commission approved use of funds allocated to the City by SLIPA]
F	Finance	Montana Department of Commerce	09/03/2024 – 03/31/2028	\$487,500.00 grant awarded <u>+162,500.00</u> match \$650,000.00 total project costs	Ratification of Montana Department of Commerce State-Local Infrastructure Partnership Act of 2023 Contract #MT-SLIPA-25-086 for the Mansfield Theater Seat Installation and Upgrade projects OF #

					[CR030524.17 public hearing Commission approved use of funds allocated to the City by SLIPA]
G	Finance	Montana Department of Commerce	09/03/2024 – 03/31/2028	\$90,000.00 grant awarded <u>+30,000.00</u> match \$120,000.00 total project costs	Ratification of Montana Department of Commerce State-Local Infrastructure Partnership Act of 2023 Contract #MT-SLIPA-25-085 for the Civic Center Elevator Repair project OF # [CR030524.17 public hearing Commission approved use of funds allocated to the City by SLIPA]
H	Finance	Montana Department of Commerce	09/03/2024 – 03/31/2024	\$63,750.00 grant awarded <u>+21,250.00</u> match \$85,000.00 total project costs	Ratification of Montana Department of Commerce State-Local Infrastructure Partnership Act of 2023 Contract #MT-SLIPA-25-084 for the Great Falls Police Department Lobby Improvements project OF # [CR030524.17 public hearing Commission approved use of funds allocated to the City by SLIPA]



Commission Meeting Date: September 3, 2024
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

Item: Change Order #1 and Final Payment: Lower Northside Street Reconstruction, O. F. 1467.2

From: Engineering Division

Initiated By: Public Works Department

Presented By: Christoff Gaub, Public Works Director

Action Requested: Approve Change Order #1 and Final Payment Request

Suggested Motion:

1. Commissioner moves:

"I move the City Commission (approve/not approve) Change Order #1 in the amount of \$29,728.60, to the construction contract awarded to United Materials of Great Falls on February 6, 2024 for the Lower Northside Street Reconstruction project and (approve/not approve) Final Payment in the amount of \$103,194.07 to United Materials of Great Falls and \$1,042.36 to the State Miscellaneous Tax Fund, and authorize the City Manager to execute the contract documents."

2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.

Staff Recommendation: Approve Change Order #1 and Final Payment Request

Summary: This project consisted of reconstructing 6 blocks of roadway. Work included installing base course, asphalt pavement, curb and gutter, storm drain inlets, and American with Disabilities Act (ADA) compliant curb ramps. The project was located along 7th Ave North from Park Drive North to 9th Street North and along 3rd Ave North from Park Drive North to 3rd Street North.

Background: This street reconstruction project was necessary to replace aging infrastructure that showed signs of deterioration. The curb and gutter was exhibiting signs of serious deterioration and was nonexistent along some stretches. The asphalt cracking was widespread causing poor drivability and causing the road to deteriorate faster with the infiltration of water and subsequent freeze/thaw cycles. Many of the storm drain inlets were made out of bricks with many of the bricks deteriorated or missing. The existing handicap ramps didn't meet ADA compliance requirements and furthermore were creating hazards and barriers to disabled persons. This area sees a considerable amount of pedestrian traffic as it is on the north side of the City's downtown area and near Gibson Park.

Significant Impacts: The project started April 1st, 2024 and was completed July 25th, 2024.

The project required closing portions of 7th Avenue North and 3rd Avenue North while the roadway was being reconstructed.

Eleven trees were removed in order to accommodate the installation of ADA compliant handicap ramps. Twenty-two trees were planted in nearby locations to replace the removed trees.

Workload Impacts: City Engineering staff designed the project and performed construction inspection and contract administration duties.

Project Work Scope: The project consisted of a full street reconstruction for six city blocks. The project included sub-grade excavation and compaction; placement of geotextile fabric; placement and compaction of base material and asphalt pavement; installation of curb and gutter, storm drain inlets, ADA compliant handicap ramps, and driveway construction; sodding of disturbed areas; and all other activities necessary for a full street reconstruction.

Project locations include:

- 7th Ave North from Park Drive North to 9th Street North
- 3rd Ave North from Park Drive North to 3rd Street North

Coordination with other projects: A separate City water main replacement project was on-going in the area. The water main replacement project started in 2023 and replaced water mains under the roadways that were reconstructed under this 2024 street replacement project. The water main replacement project was finished in Spring 2024 as the roadway project started. There was minimal disruption to the street reconstruction project since the remaining water main work was on Park Drive North, being outside the project area of the street reconstruction project.

Evaluation and Selection Process: There were two plan holders for this project and one bid was received and opened on January 17, 2024. The lowest responsive bid for this project was \$2,055,000.00, submitted by United Materials of Great Falls, Inc.

Final Payment and Change Order #1: The final project cost is \$2,084,728.60 which is \$29,728.60 greater than the amount that was originally awarded and approved.

Change Order #1 has accounted for the additional cost to place extra geotextile fabric and 8-inch thick sub-base course. The contractor encountered large areas of subgrade material that was not suitable to build a road on. While some “soft” spots in the subgrade were expected, the contractor encountered more than anticipated. The subgrade areas that were “soft” included areas that were rutting, pumping, and failing density tests. The contractor was able to firm up these areas of the subgrade by excavating 8-inches below subgrade for the entire 35-foot width of the road, installing additional geotextile fabric, and placing an 8-inch thick section of 3-inch minus sub-base course. The areas included 7th Ave North from 8th Street North to 9th Street North and 3rd Ave North from Park Drive North to 3rd Street North. The total area was 5,704 square yards (SY).

The cost for the work item was \$23.67 per SY. This price was negotiated with the contractor and was based on similar bid prices previously established within the current contract. The total price for the work item is \$135,013.68. Of this amount, \$105,285.08 is to be paid utilizing funds from the contract. The remaining \$29,728.60 is proposed to be paid as part of Change Order #1.

The work items associated with Change Order #1 were authorized by the City Manager in April 2024 when

the issues with a soft subgrade were first encountered. City staff came up with a solution to reinforce the road and the City Manager was able to quickly authorize an increase in the contract amount of up to \$30,000 for these work items. The quick authorization allowed for the contractor to continue working without any costly delays to the project's budget or schedule.

Conclusion: City staff recommends approving Change Order #1 and Final Payment for the Lower Northside Street Reconstruction project. City staff has verified that United Materials has completed all work and punch list items in accordance with the contract. The two-year warranty period started at the time of substantial completion which was July 25, 2024.

Fiscal Impact: The project has been selected, prioritized, and executed in accordance with the Public Works Capital Improvements Program. The street portion of this project is being funded by the Street Fund and the storm drain improvements portion is being funded by the Storm Drain Enterprise Fund. Change Order #1 would be funded by the Street Fund. Total construction cost including Change Order #1 amounts to \$2,084,728.60. Of this amount, \$1,769,993.30 is being paid with Street Funds while \$314,735.30 is being paid with Storm Drain Funds.

Alternatives: The City Commission could vote to not approve Change Order #1 and Final Payment.

Attachments/Exhibits:

Change Order #1

Final Pay Documents

Project Summary Sheet

Change Order

No. 1

Date of Issuance: August 1, 2024 Effective Date: April 18, 2024

Lower Northside Street Reconstruction	Owner: City of Great Falls	Owner's Contract No. : O.F. 1467.2
Contractor: United Materials of Great Falls, Inc.		Date of Contract: 2/29/2024
Address: 2100 9th Avenue North, Great Falls, MT 59404		Project Number.: PW362305

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

The contractor encountered large areas of subgrade material that was not suitable to build a road on. While some "soft" spots in the subgrade were expected, the contractor encountered more than anticipated. The subgrade areas that are "soft" include areas that are rutting, pumping, and failing density tests. The contractor was able to firm up these areas of the subgrade by excavating 8 inches below subgrade for the entire 35 foot width of the road, installing additional geotextile fabric, and placing an 8 inch thick section of 3 inch minus sub-base course. The areas receiving the extra geotextile fabric and 8 inch thick sub-base course include 7th Ave North from 8th Street North to 9th Street North and 3rd Ave North from Park Drive to 3rd Street North. The area totals 5,704 SY.

The agreed upon cost for 8 inch thick 3 inch minus sub-base course is \$16.67 per SY. The established bid price for geotextile fabric is \$7 per SY. The cost for this work item is \$23.67 per SY. The area of this work item is 5,704 SY for a total price of \$135,013.68.

Of this \$135,013.68 in additional costs, \$105,285.08 will be paid utilizing contingency funds from the contract. The remaining \$29,728.60 must be approved by the City Commission through this Change Order #1.

The awarded contract amount was for \$2,055,000.00. City Commission approval of Change Order #1 would increase the contract amount to \$2,084,728.60. This is expected to be the only change order for this project as the project has reached substantial completion.

The total cost for Change Order #1 is \$29,728.60.

Attachments: (List documents supporting change): Cost breakdown proposal from contractor.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 2,055,000.00

[Increase] [Decrease] from previously approved Change

Orders No. 0 to No. 0 :

\$ 0.00

Contract Price prior to this Change Order:

CHANGE IN CONTRACT TIMES:

Original Contract Times:

 Working days 110 Calendar days
Substantial completion (days or date): _____
Ready for final payment (days or date): _____

[Increase] [Decrease] from previously approved Change Orders

No. 0 to No. 0 :

Substantial completion (days): 0

Ready for final payment (days): n/a

Contract Times prior to this Change Order:

\$ 2,055,000.00

[Increase] [Decrease] of this Change Order:

\$ +29,728.60

Contract Price incorporating this Change Order:

\$ 2,084,728.60

Substantial completion (days or date): 110

Ready for final payment (days or date): n/a

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): 1

Ready for final payment (days or date): n/a

Contract Times with all approved Change Orders:

Substantial completion (days or date): 111

Ready for final payment (days or date): n/a

RECOMMENDED:

By: Matthew Proud
Engineer (Authorized Signature)

Date: 08/01/2024

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 8/1/2024

EJCDC No. C-941 (2002 Edition)
Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the
Associated General Contractors of America and the Construction Specifications Institute.

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directives must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

PROJECT FUNDING/EXPENDITURE SUMMARY
LOWER NORTHSIDE STREET RECONSTRUCTION
 PREPARED BY THE CITY ENGINEERS OFFICE O.F. 1467.2 Date: 8/6/2024

CONTRACTOR:	PAYEE	FUND	CLAIM - NUMBER / AMOUNT / DATE					NO. 5 (FINAL)	CONTRACT AMOUNT	EXPENDITURES TO DATE	BALANCE
			NO. 1	NO. 2	NO. 3	NO. 4	NO. 5				
United Materials of Great Falls, Inc	Street Dept. Fund	2620,31,631,493100	\$371,446.96	\$549,494.32	\$487,630.86	\$256,107.56		\$87,614.67	\$1,752,293.37	\$1,752,293.37	\$0.00
		Storm Drain Fund	\$95,109.47	\$182,084.80	\$12,979.42	\$9,834.86		\$15,579.40	\$311,587.95	\$311,587.95	\$0.00
		6316,31,575,483100	\$466,555.43	\$731,579.12	\$500,610.28	\$261,942.42		\$103,194.07	\$2,063,881.32	\$2,063,881.32	\$0.00
		TOTAL	\$933,111.86	\$1,463,188.04	\$999,120.56	\$366,674.68		\$206,488.14	\$4,127,752.64	\$4,127,752.64	\$0.00
MT. DEPT. OF REV. 1%	Street Dept. Fund	Street Dept. Fund	\$3,751.98	\$5,550.45	\$4,925.56	\$2,586.94		\$885.00	\$17,699.93	\$17,699.93	\$0.00
		Storm Drain Fund	\$980.70	\$1,839.24	\$131.11	\$58.94		\$157.35	\$3,147.35	\$3,147.35	\$0.00
		Storm Drain Fund	\$4,712.68	\$7,389.69	\$5,056.67	\$2,545.88		\$1,042.36	\$20,847.28	\$20,847.28	\$0.00
		TOTAL	\$9,445.36	\$14,775.38	\$10,143.34	\$5,191.66		\$2,084.71	\$41,685.36	\$41,685.36	\$0.00
MISCELLANEOUS	Street Dept. Fund	2620,31,631,493100	\$198.15						\$1,000.00	\$198.15	\$801.85
		Storm Drain Fund									\$0.00
		5316,31,575,483100									
		TOTAL	\$198.15							\$1,000.00	\$198.15
INVOICE DATE			2/6/2024								
INVOICE DATE			2/6/2024								
VENDOR			Tribune								
TOTAL			\$471,268.11	\$738,968.81	\$505,666.95	\$264,588.30			\$2,085,728.60	\$2,084,926.75	\$801.85

PROJECT #	ACCOUNT NUMBER	FUND DESIGNATION	FUNDING	EXPENDITURES	BALANCE
PW1962305	2620,31,631,493100	Street Dept Fund	\$1,774,070.00	\$1,770,191.45	\$3,878.55
	6316,31,575,483100	Storm Drain Fund	\$351,930.00	\$314,735.30	\$37,194.70
TOTALS			\$2,126,000.00	\$2,084,926.75	\$41,073.25

Project Bid Amount: \$2,055,000.00
 Change Order #1: \$29,726.60
 Total Contract Amount: \$2,084,726.60
 Contract Amount for Street: \$1,769,993.30
 Contract Amount for Storm: \$314,735.30
 Contract Amount for Street and Storm comes from Progress Payment spreadsheet with cost sharing
 Bid Amount for Street: \$1,769,993.30
 Bid Amount for Storm: \$314,735.30

Hold for 9/1/24 Comm.

APPLICATION FOR PAYMENT NO. FIVE FINAL

To: City of Great Falls (OWNER)
From: United Materials of Great Falls, Inc. (CONTRACTOR)
Contract: Lower North Side Street Reconstruction
Project: Water Main Replacement
OWNER's Contract No. 1467.2 ENGINEER's Project No. _____
For Work accomplished through the date of: July 31, 2024

1.	Original Contract Price:	\$	<u>2,055,000.00</u>
2.	Net change by Change Orders and Written Amendments (+ or -):	\$	0.00 29,728.60 ^{mp}
3.	Current Contract Price (1 plus 2):	\$	2,055,000.00 2,084,728.60 ^{mp}
4.	Total completed <u>\$2,084,728.60</u> and stored () _____ to date:	\$	<u>2,084,728.60</u>
5.	Retainage (per Agreement):		
	<u>5</u> % of Completed Work: \$ <u>0.00</u>		
	<u>5</u> % of stored material: \$ _____		
	Total Retainage:	\$	<u>0.00</u>
6.	Total completed and stored to date less retainage (4 minus 5):	\$	<u>2,084,728.60</u>
7.	Less previous Applications for Payments:	\$	<u>1,980,492.17</u>
8.	Gross Amount Due this application: (6 minus 7):	\$	<u>104,236.43</u>
9.	Less 1% State Gross Receipts Tax:	\$	<u>1,042.36</u>
10.	DUE THIS APPLICATION (8 MINUS 9):	\$	<u>103,194.07</u>

Accompanying Documentation:

CONTRACTOR's Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through FIVE inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated 7-26-2024

United Materials of Great Falls, Inc.
CONTRACTOR

By: *Jeremy David*

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated 7/26/2024

City of Great Falls
ENGINEER

By: *Matthew Proud*

EJCDC No. 1910-8-E (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute. **Modified by the City of Great Falls to add items 9 and 10.**

PROJECT FUNDING/EXPENDITURE SUMMARY

LOWER NORTHSIDE STREET RECONSTRUCTION

PREPARED BY THE CITY ENGINEERS OFFICE O. F. 1467.2

Date: 9/6/2024

CONTRACTOR:	PAYEE	FUND	NO. 1	NO. 2	NO. 3	NO. 4	CLAIM - NUMBER / AMOUNT / DATE					NO. 5 (FINAL)	CONTRACT AMOUNT	EXPENDITURES TO DATE	BALANCE		
							NO. 5	NO. 6	NO. 7	NO. 8	NO. 9						
United Materials of Great Falls, Inc		Street Dept. Fund	\$371,445.96	\$649,494.32	\$487,630.86	\$266,107.56							\$87,614.67	\$1,752,293.37	\$1,752,293.37	\$0.00	
		Storm Drain Fund	\$95,109.47	\$182,094.80	\$12,979.42	\$5,834.86							\$103,194.07	\$311,587.95	\$311,587.95	\$0.00	
		5315,31,575,493100	\$465,555.43	\$731,579.12	\$500,610.28	\$261,942.42							\$1,042,366.00	\$2,063,881.32	\$2,063,881.32	\$0.00	
		TOTAL	\$956,114.86	\$1,565,168.04	\$1,001,220.56	\$533,877.24								\$1,933,106.74	\$4,127,762.64	\$4,127,762.64	\$0.00
		INVOICE DATE	5/10/2024	6/7/2024	7/2/2024	7/29/2024						8/6/2024					
MT. DEPT. OF REV. 1%		Street Dept. Fund	\$3,751.98	\$5,550.45	\$4,925.56	\$2,596.94							\$885.00	\$17,699.93	\$17,699.93	\$0.00	
		Storm Drain Fund	\$960.70	\$1,839.24	\$131.11	\$58.94							\$1,673.66	\$3,147.35	\$3,147.35	\$0.00	
		5315,31,575,493100	\$4,712.68	\$7,389.69	\$5,056.67	\$2,645.88							\$1,042.36	\$20,947.28	\$20,947.28	\$0.00	
		TOTAL	\$9,425.36	\$14,779.38	\$10,113.34	\$5,291.76								\$1,999.02	\$21,794.56	\$21,794.56	\$0.00
		INVOICE DATE	5/10/2024	6/7/2024	7/2/2024	7/29/2024						8/6/2024					
MISCELLANEOUS		Street Dept. Fund	\$198.15										\$1,000.00	\$1,000.00	\$1,000.00	\$801.85	
		Storm Drain Fund															
		5315,31,575,493100															
		TOTAL	\$198.15										\$1,000.00	\$1,000.00	\$1,000.00	\$801.85	
		INVOICE DATE	2/6/2024														
		VENDOR	Tribune														
		TOTALS	\$471,288.11	\$738,988.81	\$505,666.95	\$264,588.30							\$2,085,728.60	\$2,084,926.75	\$801.85		

PROJECT #	ACCOUNT NUMBER	FUND DESIGNATION	FUNDING	EXPENDITURES	BALANCE
PW7362305					
	2520,31,531,493100	Street Dept Fund	\$1,774,070.00	\$1,770,191.45	\$3,878.55
	5315,31,575,493100	Storm Drain Fund	\$351,930.00	\$314,735.30	\$37,194.70
	TOTALS		\$2,126,000.00	\$2,084,926.75	\$41,073.25

Project Bid Amount: \$2,055,000.00
 Change Order #1: \$28,728.60
 Total Contract Amount: \$2,083,728.60

Contract Amount for Street: \$1,769,993.30
 Contract Amount for Storm: \$314,735.30

Bid Amount for Street: \$1,769,993.30
 Bid Amount for Storm: \$314,735.30

Contract Amount for Street and Storm comes from Progress Payment spreadsheets with cost sharing

AM
 MP
 JPS

Hold for 9/11/24 com.

APPLICATION FOR PAYMENT NO. FIVE FINAL

To: City of Great Falls (OWNER)
From: United Materials of Great Falls, Inc. (CONTRACTOR)
Contract: Lower North Side Street Reconstruction
Project: Water Main Replacement
OWNER's Contract No. 1467.2 ENGINEER's Project No. _____
For Work accomplished through the date of: July 31, 2024

1.	Original Contract Price:	\$	<u>2,055,000.00</u>
2.	Net change by Change Orders and Written Amendments (+ or -):	\$	0.00 29,728.60^{mp}
3.	Current Contract Price (1 plus 2):	\$	2,055,000.00 2,084,728.60^{mp}
4.	Total completed <u>\$2,084,728.60</u> and stored () _____ to date:	\$	<u>2,084,728.60</u>
5.	Retainage (per Agreement):		
	<u>5</u> % of Completed Work: \$ <u>0.00</u>		
	<u>5</u> % of stored material: \$ _____		
	Total Retainage:	\$	<u>0.00</u>
6.	Total completed and stored to date less retainage (4 minus 5):	\$	<u>2,084,728.60</u>
7.	Less previous Applications for Payments:	\$	<u>1,980,492.17</u>
8.	Gross Amount Due this application: (6 minus 7):	\$	<u>104,236.43</u>
9.	Less 1% State Gross Receipts Tax:	\$	<u>1,042.36</u>
10.	DUE THIS APPLICATION (8 MINUS 9):	\$	<u>103,194.07</u>

Accompanying Documentation:

CONTRACTOR's Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through FIVE inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated 7-26-2024

United Materials of Great Falls, Inc.
CONTRACTOR

By: *Jeremy David*

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated 7/26/2024

City of Great Falls
ENGINEER

By: *Matthew Proud*

EJCDC No. 1910-8-E (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute. **Modified by the City of Great Falls to add items 9 and 10.**

**PROJECT SUMMARY SHEET:
 LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
 FY 2024 Capital Improvement Plan
 Current as of: August 19, 2024**

Description: This project consisted of 6 blocks of street reconstruction on the north side of downtown; and included the reconstruction of streets, storm drain inlets, handicap ramps, and curb and gutter. This street reconstruction project was done in conjunction with the Lower Northside Water Main Replacement Phase 2 project (O.F. 1467.1). The water main replacement project was started in July 2023 and was completed April 24, 2024. The street reconstruction project was started April 1, 2024 and finished July 25, 2024.

Justification: This street reconstruction project provided a more durable surface for traffic; improved safety for pedestrians and bicyclists; and updated storm drainage infrastructure.

Scope: This project included replacement of the existing road section including asphalt pavement; installation of new curb and gutter for the entire length of the project; replacement of all handicap ramps at every intersection corner; and replacement of all storm drain inlets within the project limits. Project locations include;

- 7th Avenue North from Park Drive North to 9th Street North (4 blocks)
- 3rd Avenue North from Park Drive North to 3rd Street North (2 blocks)

Added to CIP: FY2024

CIP Timeline: Construction completed Spring 2024

Cost:

- CIP programmed \$750,000/ FY24, \$750,000/ FY25 – Streets
- CIP programmed \$125,000/ FY24, \$125,000/ FY25 - Storm
- Awarded Cost: \$2,055,000.00
- Final Cost: \$2,084,728.60

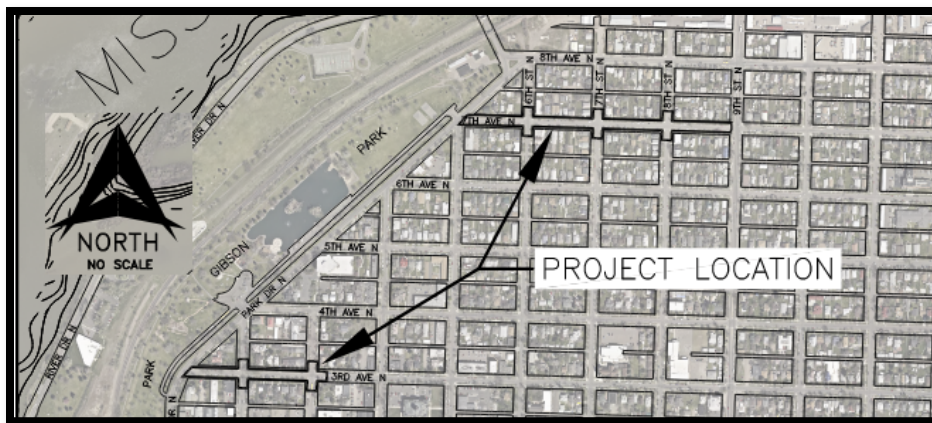
Funding Source(s): Street Enterprise Fund, Storm Fund

Planned Execution Method: Design (In house)-Bid-Build, Project Management


Planned Construction CY: Spring/Summer 2024

Current Project Stage (Estimated Completion Date): Planning (Summer 2023), Design (Fall 2023), Bidding (January 2024), Construction (Spring/Summer 2024), Substantial Completion (7/25/2024), Warranty (7/25/2026)

Map & Site Pictures:





**PROJECT SUMMARY SHEET:
LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
FY 2024 Capital Improvement Plan
Current as of: August 19, 2024**



3RD AVE N.
PARK DR N.


LOCATION: 3RD AVE N. & PARK DR. (LOOKING EAST)



DETERIORATED ASPHALT TO BE REPLACED

HANDICAP RAMPS TO BE REPLACED WITH ADA COMPLIANT HANDICAP RAMPS

DETERIORATED STORM INLET TO BE REPLACED

	LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2	PHOTO EXHIBIT 1	O.F. 1467.2
			Date: 2023

**PROJECT SUMMARY SHEET:
LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
FY 2024 Capital Improvement Plan
Current as of: August 19, 2024**



DETERIORATED CURB

LOCATION: 605 7TH AVE N.



DETERIORATED CURB
AND ASPHALT

LOCATION: 619 7TH AVE N.



HANDICAP RAMPS DO
NOT MEET ADA
STANDARDS

LOCATION: 3RD AVE N. & 2ND ST. (LOOKING SOUTH)

	<p>LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2</p>	<p>PHOTO EXHIBIT 2</p>	<table border="1"> <tr> <td>O.F. 1467.2</td> </tr> <tr> <td>Date: 2023</td> </tr> </table>	O.F. 1467.2	Date: 2023
O.F. 1467.2					
Date: 2023					

**PROJECT SUMMARY SHEET:
LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
FY 2024 Capital Improvement Plan
Current as of: August 19, 2024**



TREE TO BE REMOVED AT SW CORNER OF 3RD AVE N. AND 3RD ST.
TOTAL OF 10 TREES TO BE REMOVED.



LOCATION OF 10 TREES TO BE REMOVED. 20 NEW TREES TO BE PLANTED WITH LOCATION TO BE DETERMINED



LOWER NORTHSIDE STREET
RECONSTRUCTION, O.F. 1467.2

PHOTO EXHIBIT 3

O.F. 1467.2

Date: 2023

**PROJECT SUMMARY SHEET:
LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
FY 2024 Capital Improvement Plan
Current as of: August 19, 2024**



Rutted subgrade on 3rd Ave N. to be removed



Fabric being placed over 8-inch sub-base



Fabric being placed over excavated subgrade

Change Order #1



**LOWER NORTHSIDE STREET
RECONSTRUCTION, O.F. 1467.2**

PHOTO EXHIBIT 4

O.F. 1467.2

Date: 2024

**PROJECT SUMMARY SHEET:
LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2
FY 2024 Capital Improvement Plan
Current as of: August 19, 2024**



7th Ave N. & 6th St. N - Handicap Ramp Prep



Park Dr. N. & 3rd Ave N. - Base Course Prep



3rd Ave N. & 3rd St. N. (looking west) - Paving



3rd Ave N. & 3rd St. N. (looking north) - Paving

	LOWER NORTHSIDE STREET RECONSTRUCTION, O.F. 1467.2	PHOTO EXHIBIT 5	O.F. 1467.2
			Date: 2024



Commission Meeting Date: September 3, 2024
CITY OF GREAT FALLS
COMMISSION AGENDA REPORT

Item: Indoor Aquatics and Recreation Center, O.F. 1770.0
From: Park and Recreation
Initiated By: Park and Recreation
Presented By: Steve Herrig, Park and Recreation Director
Action Requested: Approve Change Order No. 8

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (approve/not approve) Change Order No. 8, in the amount of \$12,729.32, to the construction contract awarded to Swank Enterprises on November, 2, 2021, for the Indoor Aquatics and Recreation Center, and authorize the City Manager to execute the change order documents.”
 2. Mayor requests a second to the motion, public comment, Commission discussion, and calls for the vote.
-

Staff Recommendation:

Staff recommends the City Commission approve Change Order No. 8 in the amount of a \$12,729.32 for the Indoor Aquatics and Recreation Center, and authorize the City Manager to execute the change order documents.

Summary:

Change Order No. 8 includes the following:

1. 2 ADA door operators on entry doors	\$ 8,460.31
2. Installation of 1 additional irrigation zone & additional sod	<u>\$ 4,269.01</u>
Total	\$ 12,729.32

Background:

On November 2, 2021, the City Commission awarded a contract to Swank Construction in the amount of \$18,349,000 which included the Base Bid of \$17,995,000 and Alternate #19 in the amount of \$354,000 for the construction of the Indoor Aquatics and Recreation Center.

On March 1, 2022, the City Commission approved deductive Change Order No. 1 for Swank Construction for a savings of \$244,655 from the original awarded contract price. The change order did not affect any of the amenities of the facility; changes affected materials used to accomplish a cost savings without jeopardizing the quality of amenities or facility.

Since March 2022, the Commission approved the following change orders:

- July 5, 2022 - Change Order No. 2 for Swank Construction for \$91,029.58 which addressed plan review and permit fees as well as structural enhancements.
- June 6, 2023 - Change Order No. 3 for Swank Construction for \$116,680.25 which addressed structural enhancements and added Alternates #5, #6, and #12.
- September 5, 2023 - Change Order No. 4 for Swank Construction for \$588,052.50 which addressed site work, structural enhancements and added Alternates #3, #7, and #20.
- October 3, 2023 - Change Order No. 5 for Swank Construction for \$13,753.20 which addressed structural and aesthetic enhancements in the office areas.
- January 16, 2023 - Change Order No. 6 for Swank Construction for \$52,978.33 which addressed some functionality, aesthetic, and safety enhancements in the HVAC system, exterior lighting, camera wiring and locations, exterior fencing, emergency eye wash & shower, and added Alternate #15.
- April 2, 2024 - Change Order No. 7 for Swank Construction for \$31,135.57 which addressed the exterior cast letters, scoreboard sponsor signs, key switches for gym equipment, knox box, and FDC relocation.

Brief Project Budget Summary (detail attached):

Architectural Services:	Budgeted \$1,885,109.00
	Expended \$1,769,057.85
Construction Services:	Budgeted \$18,997,974.43
	Expended \$18,048,075.68
Miscellaneous Construction/ Professional Services:	Expended \$166,351.58
Total Project Cost Budgeted: \$21,049,435.43	
Total paid: \$19,817,133.53	

Proposed change order #8 will increase the total project budget to \$21,062,164.75.

Bids for the Indoor Aquatics and Recreation Center consisted of approximately 45,000 square feet of new construction, site work such as excavation, new utility extensions, new parking lots, playgrounds, and landscaping. The building will be multi-functional and will include a recreation pool, lap pool, gym, fitness center, walking track, multipurpose room, party room, locker rooms, restrooms, child watch area, attractive lobby with seating and fireplace, reception area, offices, storage and mechanical rooms, and an elevator. The building is located at 900 29th St. South.

Significant Impact

The facility will meet the community’s recreational and aquatics needs that were identified in the Park and Recreation Master Plan adopted by the City Commission in November 2016. The facility will also assist the military with water training needs for the military missions at both Malmstrom AFB and the Montana Air National Guard. The facility will contribute to the quality of life of service members and their families and the surrounding communities.

Workload Impacts

Design services were completed by LPW Architecture in cooperation with TD&H Engineering (the design team). The design team will also provide project management services. City staff will provide general

contract management with the design team and the Contractor. City staff is providing grant management for the \$10 million in U.S. Department of Defense grant funds that have been awarded for the project.

Conclusion

City staff recommends awarding Change Order No. 8 to Swank Enterprises in the amount of \$12,729.32.

Fiscal Impact

The total project budget for the Indoor Aquatics and Recreation Center project was projected to be \$20 million. Funding includes 50% by a U.S. Department of Defense Office of Local Defense Community Cooperation (OLDCC) Grant, and 50% by funding generated through the sale of bonds by the Great Falls Park District No. 1.

The Bannack Group was retained by the City to conduct a fund raising campaign to address facility needs identified during the initial bid process, but did not have any identified funding. Change Order No. 8 is not included in the original \$20 million budget.

Change order #2 - #7 will be paid for by fund raising commitments. The fund raising effort is ongoing and not all the actual cash pledges have been received by the City. In some cases, the pledges will be received in installments over time. P&R has not requested to utilize additional funding from the Park Maintenance District #1, however funds from the Park District, Park Special Revenue fund, and Aquatics fund may be needed to complete the project, one-time startup purchases, three month operation budget and/or be used to cover donations not yet received.

Alternatives:

The City Commission could vote to not approve Change Order No. 8.

Concurrences:

LPW Architecture and TD&H Engineering (the design team), and City staff agree that the changes are needed and essential to the quality and completion of the project.

Attachments/Exhibits:

Change Order No. 8
RC Construction Budget

AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
Great Falls Indoor Aquatics and Recreation Center
LPW Project No. 20-019

CONTRACT INFORMATION:
Contract For: General Construction
Date: November 2, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 008
Date: August 7, 2024

OWNER: (Name and address)
City of Great Falls
P.O. Box 5021
Great Falls, Montana 59403

ARCHITECT: (Name and address)
L'Heureux Page Werner, PC
15 Fifth Street South
Great Falls, Montana 59401

CONTRACTOR: (Name and address)
Swank Enterprises Inc.
P.O. Box 568
Valier, Montana 59486

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.)

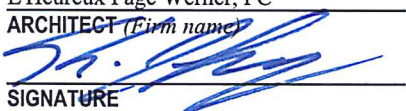
Please see attached PCO's #044 and #045.

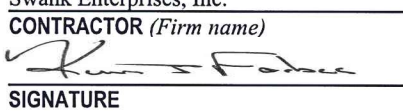
The original Contract Sum was	\$ 18,349,000.00
The net change by previously authorized Change Orders	\$ 648,974.43
The Contract Sum prior to this Change Order was	\$ 18,997,974.43
The Contract Sum will be increased by this Change Order in the amount of	\$ 12,729.32
The new Contract Sum including this Change Order will be	\$ 19,010,703.75

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

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.

L'Heureux Page Werner, PC
ARCHITECT (Firm name)

SIGNATURE

Swank Enterprises, Inc.
CONTRACTOR (Firm name)

SIGNATURE

City of Great Falls
OWNER (Firm name)

SIGNATURE

Kevin J Lacey Construction
Administrator
PRINTED NAME AND TITLE

Kevin J. Forbes - Vice President/ Project Manager
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

August 7, 2024
DATE

August 9, 2024
DATE

DATE



Swank Enterprises
615 Pondera Ave [PO Box 568]
Valier, Montana 59486
Phone: (406) 279-3241
Fax: (406) 279-3321

Project: 1-584 - INDOOR AQUATIC & REC CTR - GF
900 29th St. South
GREAT FALLS, Montana

Prime Contract Potential Change Order #044: CE #057 - ADA Operators

TO:	CITY OF GREAT FALLS PO BOX 5021 GREAT FALLS Montana, 59403	FROM:	Swank Enterprises Valier 615 Pondera [PO Box 568] Valier Montana, 59486
PCO NUMBER/REVISION:	044 / 0	CONTRACT:	1 - INDOOR AQUATIC AND REC CENTER - GF Prime Contract
CREATED BY:	Kevin Forbes (Swank Enterprises Valier)	STATUS:	Pending - In Review
LOCATION:		CREATED DATE:	5/20/2024
		TOTAL AMOUNT:	\$8,460.31

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #057 - ADA Operators

It was discovered that the main entry doors 101 and 101E do not have ADA auto operators specified for the doors in 08 71 00 Door Hardware.. All low voltage is shown for them on T3.1 Security Plan. This price is to supply and install two ADA operators with push button operation.

ATTACHMENTS:

[TC Glass - ADA Operators.pdf](#)

#	Cost Code	Description	Type	Amount	Bonds & Insurance (1.00% Applies to all line item types.)	Subtotal
1	8-410 - Aluminum Entrances & Storefront	Provide and install 2 ADA operators on Entry Doors 101 and 101E	Subcontractor	\$7,184.00	\$71.84	\$7,255.84
				Subtotal:	\$71.84	\$7,255.84
MT Gross Receipts Tax (1.00% Applies to all line item types.):						\$72.56
Overhead (5.00% Applies to all line item types.):						\$362.79
Profit (10.00% Applies to all line item types.):						\$769.12
Grand Total:						\$8,460.31

KEVIN LACEY (L'HEUREUX PAGE WERNER PC)

15 5TH ST S
GREAT FALLS Montana 59401

CITY OF GREAT FALLS

PO BOX 5021
GREAT FALLS Montana 59403

Swank Enterprises Valier

615 Pondera [PO Box 568]
Valier Montana 59486

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

ADA's

Estimate Totals

Description	Amount	Rate
Labor	2,360	
Material	3,860	
TC Totals	6,220	
Project Managment & Overhead TC	622	10.000 %
Profit TC	342	5.000 %
Total		\$7,184



Swank Enterprises
615 Pondera Ave [PO Box 568]
Valier, Montana 59486
Phone: (406) 279-3241
Fax: (406) 279-3321

Project: 1-584 - INDOOR AQUATIC & REC CTR - GF
900 29th St. South
GREAT FALLS, Montana

Prime Contract Potential Change Order #045: CE #059 - CCD #4 - Irrigation & Sod

TO:	CITY OF GREAT FALLS PO BOX 5021 GREAT FALLS Montana, 59403	FROM:	Swank Enterprises Valier 615 Pondera [PO Box 568] Valier Montana, 59486
PCO NUMBER/REVISION:	045 / 0	CONTRACT:	1 - INDOOR AQUATIC AND REC CENTER - GF Prime Contract
CREATED BY:	Kevin Forbes (Swank Enterprises Valier)	STATUS:	Pending - In Review
LOCATION:		CREATED DATE:	7/30/2024
		TOTAL AMOUNT:	\$4,269.01

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #059 - CCD #4 - Irrigation & Sod

On 7/17/23 CCD #4 was issued to address changes with the civil drawings. As part of that CCD was a change to remove approximately 1,320 sf of asphalt parking lot just north of the main entry to the building. Swank issued PCO #020 to address the changes associated with United Materials scope, but was not address were changes associated with the landscaping scope. Greenup added an additional irrigation zone for this area and provided 1,320 sf of sod.

ATTACHMENTS:

#	Cost Code	Description	Type	Amount	Bonds & Insurance (1.00% Applies to all line item types.)	Subtotal
1	2-900 - Landscaping	Installation of 1 additional irrigation zone.	Subcontractor	\$2,635.00	\$26.35	\$2,661.35
2	2-900 - Landscaping	Additional 1,320sf of Sod	Subcontractor	\$990.00	\$9.90	\$999.90
Subtotal:				\$3,625.00	\$36.25	\$3,661.25
MT Gross Receipts Tax (1.00% Applies to all line item types.):						\$36.61
Overhead (5.00% Applies to all line item types.):						\$183.06
Profit (10.00% Applies to all line item types.):						\$388.09
Grand Total:						\$4,269.01

**KEVIN LACEY (L'HEUREUX PAGE
WERNER PC)**

15 5TH ST S
GREAT FALLS Montana 59401

CITY OF GREAT FALLS

PO BOX 5021
GREAT FALLS Montana 59403

Swank Enterprises Valier

615 Pondera [PO Box 568]
Valier Montana 59486

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



Greenup Lawn & Sprinklers
 PO Box 1866
 Great Falls, MT 59403 US
 406-452-6146
 greenup@greenupls.com

Invoice 52727

BILL TO

Swank Enterprises
 P.O. Box 568
 615 Panderia Ave
 Vailer, MT 59486

DATE 05/24/2024	PLEASE PAY \$35,359.00	DUE DATE 06/08/2024
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SERVICE LOCATION

Great Falls Aquatic center.

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Irrigation Installation	Installation of 1 additional zone to the designed system including all labor and equipment to complete the job to the front parking lot change after bid date. This is the area that the parking spots were removed. Jana Cooper was made aware of this last fall during the installation before winter.	1	2,635.00	2,635.00
			1,320 sf @ 0.75 = \$990.00		
	Sod Installation	Sod Install additional sod installed above bid quantity due to changes to the square footage of the parking lot change and additional area damage due to construction on the west side of the building due to the request to sod the additional area from the Park and Rec personal	7,880	0.75	5,910.00T
	Landscape Installation	Change order request to pay for the large price increase in product from 2021 on bid date. No Labor of equipment is in the request only the large price increase in plant material. Since there was no way to pre order and have product here for three year to do the product is for the request of the change.	1	12,702.00	12,702.00T

Any invoice that is more than 30 days past due will be charged interest at the rate of 12% annually, or 1% per month.

Aquatics & Recreation Center Project					
Date Commission Approved			Budget	Projected Actuals	Project to Date Actuals 3/20/2024
Revenues					
9/21/2021	Park Maintenance from Debt Issuance		\$10,000,000.00	\$10,000,000.00	\$10,000,000.00
9/21/2020	Federal Grant		\$10,000,000.00	\$10,000,000.00	\$9,757,641.00
	Tourism Grant		\$0.00	\$200,000.00	\$200,000.00
3/1/2022	Contributions & Donations		\$0.00	\$1,771,080.00	\$628,923.00
	Total Revenues		\$20,000,000.00	\$21,971,080.00	\$20,586,564.00
Expenses					
Construction (includes State 1% withholding)			Contracted Amounts		
11/2/2021	Swank Enterprise Base bid		\$17,995,000.00	\$17,995,000.00	\$18,048,075.68
11/2/2021	Swank Enterprise Alternate #19		\$354,000.00	\$354,000.00	
3/1/2022	Swank Enterprise Change Order #1		(\$244,655.00)	(\$244,655.00)	
7/5/2022	Swank Enterprise Change Order #2		\$91,029.58	\$91,029.58	
6/6/2023	Swank Enterprise Change Order #3		\$116,680.25	\$116,680.25	
9/5/2023	Swank Enterprise Change Order #4		\$588,052.50	\$588,052.50	
10/3/2023	Swank Enterprise Change Order #5		\$13,753.20	\$13,753.20	
1/16/2024	Swank Enterprise Change Order #6		\$52,978.33	\$52,978.33	
4/2/2024	Swank Enterprise Change Order #7		\$31,135.57	\$31,135.57	
9/3/2024	Swank Enterprise Change Order #8 (Pending Commission Approval)		\$12,729.32	\$12,729.32	
	Total Construction		\$19,010,703.75	\$19,010,703.75	\$18,048,075.68
Professional Services					
10/13/2020	L'Heureux Page Werner, PC Design		\$1,828,659.00	\$1,828,659.00	\$1,769,057.85
7/5/2022	L'Heureux Page Werner, PC Additional Services		\$56,450.00	\$56,450.00	
	Total Professional Services		\$1,885,109.00	\$1,885,109.00	\$1,769,057.85
Miscellaneous Construction and Professional Expenses					
8/17/2021	Trenchless Solutions- Water Main Relocation		\$136,860.00	\$136,860.00	\$136,860.00
	DEQ/water line		\$525.00	\$525.00	\$525.00
	NW Energy		\$15,243.00	\$15,243.00	\$15,243.03
	State Pool Inspection		\$1,800.00	\$1,800.00	\$1,800.00
	Tribune		\$1,029.00	\$1,029.00	\$1,029.00
	Builders Exchange		\$81.00	\$81.00	\$80.55
	Planning (permit)		\$3,750.00	\$3,750.00	\$3,750.00
	Engineering (David)		\$2,916.00	\$2,916.00	\$2,916.00
	Water Line Inspections		\$4,148.00	\$4,148.00	\$4,148.00
	Total Miscellaneous Construction and Professional Expenses		\$166,352.00	\$166,352.00	\$166,351.58
	Total Expenses		\$21,062,164.75	\$21,062,164.75	\$19,983,485.11
Revenues Over (Under) Expenses			(\$1,062,164.75)	\$908,915.25	\$603,078.89