



Agenda
Kirkwood City Council
City Hall
Council Chambers
139 South Kirkwood Road
Kirkwood, MO 63122
Thursday, December 7, 2023, 7:00 p.m.
Posted on December 1, 2023

- I. PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. INTRODUCTIONS AND RECOGNITIONS**
 - 1. Police Department Promotions
- IV. PRESENTATIONS - NONE**
- V. PUBLIC HEARINGS - NONE**
- VI. PUBLIC COMMENTS – 3 MINUTE LIMIT PER PERSON**

The Public Comments portion of the meeting is an opportunity for the City Council to listen to comments from citizens. It is not a question and answer session and the City Council will not respond to comments or answer questions during this period. The Mayor may refer any matter brought up to the City Council to the Chief Administrative Officer or City Clerk if action is needed.

VII. CONSENT AGENDA

All items within the Consent Agenda will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council. The expenditures listed in the consent agenda are items already approved in the current city budget.

- a) Approval of the November 16, 2023 Council Meeting Minutes
- b) Resolution 142-2023, accepting the bid of Anixter in the amount of \$19,890 for the purchase of 15kV ERP Cable for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order

VIII. UNFINISHED BUSINESS

- 1. Bill 11009, granting a Special Use Permit for an Amusement Facility, Indoor at 117 West Argonne drive subject to certain conditions
- 2. Bill 11010, appropriating \$56,400 from the Park Improvement Fund Balance to the Parks Building and Site Improvement Account, Project #PR2405, accepting the bid of Environmental Operations, Inc. in the amount not to exceed of \$56,400 (which includes a contingency of \$15,000) for Community Center Hazardous Materials Abatement and authorizing and directing the Mayor to enter into a contract
- 3. Bill 11011, appropriating \$15,000 from the Park Improvement Fund Balance to the Parks Building and Site Improvement Account, Project #PR2405, accepting the



- bid of Intertek-PSI in the amount not to exceed of \$15,000 (which includes a contingency of \$2,274) for Community Center Material Testing and Special Inspection and authorizing and directing the Mayor to enter into a contract
4. Bill 11012, appropriating \$1,119,702 from the Park Improvement Fund Balance to the Parks and Recreation Building and Site Improvement Account, Project #PR2405, and accepting the bid of Garland/DBS, Inc. in the not to exceed amount of \$1,119,702 (pursuant to Omnia Partners Cooperative Agreement) for the Community Center Roof Replacement, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract

IX. NEW BUSINESS

1. Resolution 143-2023, amending the contract with Luzco Technologies, LLC by increasing the amount by \$503,779 for an annual not to exceed amount of \$1,593,779 for Utility Design and Project Management Services for the Electric Department and authorizing and directing the Mayor to enter into an amended contract
2. Resolution 144-2023, accepting the bid of Lynn Elliott CO KC in the amount of \$1,850,000 for the purchase of Three Phase Padmount Dual Voltage Transformers for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order
3. Resolution 145-2023, accepting the proposal of Cordelio/Morain Sands, LLC in the amount of \$610,500 annually, for a term of ten years pending budgetary approval, for the purchase of Capacity for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order

X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)

XI. CITY COUNCIL REPORTS

XII. CHIEF ADMINISTRATIVE OFFICER REPORTS

XIII. CITY ATTORNEY REPORTS

XIV. CITY CLERK REPORTS

1. Report of the Planning & Zoning Commission Meeting (if any)
2. Upcoming Public Hearings (if any)

XV. MEETING ADJOURNMENT

The next regular meeting of the Kirkwood City Council will take place at **7:00 p.m. on December 21, 2023.**

CONTINUED ITEMS

NONE

TABLED ITEMS

NONE



Kirkwood City Council: Mayor Tim Griffin, Council Members Maggie Duwe, Liz Gibbons, Nancy Luetzow, Bob Sears, Kara Wurtz and Mark Zimmer

Contact Information: For full City Council contact information visit www.kirkwoodmo.org/council. To contact the City Clerk call 314-822-5802. To contact the Chief Administrative Officer call 314-822-5803.

Accommodation: The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.

THE CONSENT AGENDA IS ATTACHED

- a) Approval of the November 16, 2023 Council Meeting Minutes
- b) Resolution 142-2023, accepting the bid of Anixter in the amount of \$19,890 for the purchase of 15kV ERP Cable for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order



WHERE COMMUNITY AND SPIRIT MEET™

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**City Council Meeting Minutes
Kirkwood City Hall
Thursday, November 16, 2023, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, November 16, 2023, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were: Present were Mayor Griffin, Council Members Gibbons, Luetzow, Sears, and Zimmer. Also in attendance were Chief Administrative Officer Russ Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Deputy City Clerk Bridget Waters, and City Attorney John Hessel. Council Members Duwe and Wurtz were absent and excused.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

NONE

CONSENT AGENDA

Motion was made by Council Member Luetzow and seconded by Council Member Zimmer to approve the Consent Agenda. The Consent Agenda was unanimously approved.

- a) Approval of the November 2, 2023 Council Meeting Minutes
- b) Resolution 129-2023, appointing Kelley Harris to the Human Rights Commission for a partial term to June 2025 and JoAnn Osburn to the Urban Forestry Commission for a partial term to June 2025
- c) Resolution 130-2023, accepting the parking permit fees for the Downtown Special Business District in accordance with Section 14-334(2) of the Kirkwood Municipal Code of Ordinances for 2024
- d) Resolution 131-2023, accepting the bid of Don Brown Chevrolet in the amount of \$65,980 (pursuant to State of Missouri Cooperative Contract) for the purchase of a 2024 Chevy Tahoe for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- e) Resolution 132-2023, accepting the bid of Viking Chives Midwest, Inc. in the amount of \$91,621 (pursuant to Sourcewell Cooperative Contract) for the purchase of a 2024 F550 Dump Truck and Chassis for the Water Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- f) Resolution 133-2023, accepting the bid of Stella-Jones Corp. at the rates provided in the memo for the purchase of utility poles for the Electric Department on an as



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needed basis, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval, and authorizing and directing the Mayor to enter into a contract

UNFINISHED BUSINESS

Bill 11008, authorizing the City of Kirkwood to participate in the Missouri Firefighters Critical Illness Trust and Pool, and further authorizing the Mayor to execute such documents as may be necessary for the City of Kirkwood's participation therein was brought before the City Council. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

The bill, having received majority approval of the Council, was adopted and became Ordinance 10835.

NEW BUSINESS

Bill 11009, granting a Special Use Permit for an Amusement Facility, Indoor at 117 West Argonne drive subject to certain conditions was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to accept the bill as read.

The bill received first reading approval and was held over.

Bill 11010, appropriating \$56,400 from the Park Improvement Fund Balance to the Parks Building and Site Improvement Account, Project #PR2405, accepting the bid of Environmental Operations, Inc. in the amount not to exceed of \$56,400 (which includes a contingency of \$15,000) for Community Center Hazardous Materials Abatement and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer to accept the bill as read.

The bill received first reading approval and was held over.

Bill 11011, appropriating \$15,000 from the Park Improvement Fund Balance to the Parks Building and Site Improvement Account, Project #PR2405, accepting the bid of Intertek-PSI in the amount not to exceed of \$15,000 (which includes a contingency of \$2,274) for Community Center Material Testing and Special Inspection and authorizing and directing the Mayor to enter into a contract was brought before the City Council.



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Motion was made by Council Member Luetzow and seconded by Council Member Gibbons to accept the bill as read. A discussion took place.

The bill received first reading approval and was held over.

Bill 11012, appropriating \$1,169,702 from the Park Improvement Fund Balance to the Parks and Recreation Building and Site Improvement Account, Project #PR2405, and accepting the bid of Garland/DBS, Inc. in the not to exceed amount of \$1,169,702 (which includes a contingency of \$50,000) (pursuant to Omnia Partners Cooperative Agreement) for the Community Center Roof Replacement, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Sears and seconded by Council Member Zimmer to accept the bill as read. Discussion took place.

The bill received first reading approval and was held over.

Resolution 134-2023, amending the contract with Navigate Building Solutions by increasing the contract amount by \$131,000 for a total not to exceed amount of \$438,000 for Owner's Representative Services for the Community Center Renovations, pending budgetary approval, and authorizing and directing the Mayor to enter into an amended contract was brought before the City Council. Motion was made by Council Member Sears and seconded by Council Member Zimmer to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 135-2023, amending the contract with Christner Architects by increasing the contract amount by \$81,100 for a total not to exceed amount of \$758,690 for Community Center Renovations, pending budgetary approval, and authorizing and directing the Mayor to enter into an amended contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"



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Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 136-2023, accepting the proposal of United Construction ENT. Co. of St. Louis by accepting Change order #1 in the amount not to exceed of \$8,032,239 for General Construction Services for the Community Center Renovations, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 137-2023, accepting the proposal of Midwest Pool Management for Kirkwood Aquatic Center Pool Management Services in the amount not to exceed \$472,655 in management fees and maximum salary during the first term, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"



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Resolution 138-2023, amending and readopting the City of Kirkwood City Fee Schedules was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 139-2023, determining the intent of the City of Kirkwood, Missouri, to reimburse itself for, or to pay for, certain Capital expenditures with the proceeds of Certificates of Participation; and approving an amendment to the Municipal Advisor Agreement with WM Financial Strategies, and an amended and restated proposal for Special Tax Counsel Services with Gilmore & Bell, P.C., in connection with the delivery of the City's Certificates of Participation (City of Kirkwood, Missouri, Lessee), Series 2024 was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Sears to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 140-2023, accepting the proposal of Brown and Caldwell in the not to exceed amount of \$375,000 (which includes a contingency of \$37,920) for Design and Construction Services for the Park 1 Pump Station and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent



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Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

Resolution 141-2023, authorizing and directing the Mayor to enter into a Lease of Property Agreement between the City of Kirkwood and Union Pacific Railroad Company for an initial term of one year in the amount of \$250 with the option to renew annually in the amount of \$500 per year was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Gibbons to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	Absent
Council Member Gibbons	"Yes"

CONSENT AGENDA ITEMS FOR DISCUSSION

NONE

CITY COUNCIL REPORTS

Council Member Gibbons informed the Council about the Flag raising event that took place at Commerce Bank on Veteran's Day. Council Member Gibbons also informed Council of the new Art installation at the KPAC.

Council Member Luetzow wanted to commend the members of the Kirkwood Arts Commission and the Kirkwood Arts Foundation for putting together a very successful concert at the KPAC. Council Member Sears stated the day after the concert, Broadway singer Nicholas Rodriguez also stopped by Kirkwood High School and worked with the students. Council Member Sears also wanted to commend the Kirkwood Performing Center on a great job their doing with all the concert series.

CHIEF ADMINISTRATIVE OFFICER REPORT

NONE

CITY ATTORNEY REPORT

NONE



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CITY CLERK REPORT

Ms. Asche read the report of the November 15, 2023 Planning & Zoning Commission meeting. The following action took place:

1. After a presentation by staff and the petitioner for a B-5 Final Site Plan Amendment and a Special Use Permit at 1147 S. Kirkwood Road in the Kirkwood Crossing shopping center for 7 Brew, a drive-through coffee restaurant, Commissioners Eagleton and Feiner were appointed to the Subcommittee. The Subcommittee will meet on the subject site at 9 am on Monday, November 20, 2023.

ADJOURNMENT

There being no further business to come before the Council, the formal meeting was adjourned at 7:24 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on December 7, 2023.

Laurie Asche
City Clerk

Approved:

RESOLUTION 142-2023

A RESOLUTION ACCEPTING THE BID OF ANIXTER IN THE AMOUNT OF \$19,890 FOR THE PURCHASE OF 15kV ERP CABLE FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, pursuant to law, the City solicited bids for the purchase of 15kV ERP Cable for the Electric Department, and

WHEREAS, the most responsible bid received was that of Anixter in the amount of \$19,890, which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Electric, and

WHEREAS, funds are available in Account #501-20-250-254-000-620080 (Distribution System Improvements).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The bid of Anixter in the amount of \$19,890 for the purchase of 15kV ERP Cable for the Electric Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Anixter in the amount of \$19,890 for the purchase of 15kV ERP Cable for the Electric Department.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 7TH DAY OF DECEMBER 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 12/7/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal 1: Objective 1D - Monitor infrastructure to ensure accomm...

Background To Issue:

The Procurement Department solicited bids for 15kV aluminum cable. this cable is used for new underground services.

Recommendations and Action Requested:

Approval of the resolution authorizing the director of procurement to enter into purchase order in the amount of \$19,890 with Anixter Inc. for 15kV cable.

Alternatives Available:

15kv underground cable replaces overhead distribution for energy delivery.

Does this project have a public information component? Yes No

Cost: \$19,890.00

Account #: 501-20-250-254-000-620080

Project #:

If YES, Budgeted Amount: \$3,078,850.00

If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Budgeted: YES

This cable is slated to be used for the new services extensions for the Aria and Commerce Bank condominiums. Bond dollars are available to cover the expense. The department recommends approval of the resolution.

BY: Mark Petty

Date: 11/27/2023

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/28/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



Reslolution 13993.pdf
Adobe Acrobat Document
34.0 KB

File Attachment

File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$19,890 in account 501-20-250-254-000-620080, Distribution System Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/30/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11-30-23

November 27, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 15kV ERP Cable - 13993

Sealed bids were opened on November 21, 2023. The bid tabulation is as follows:

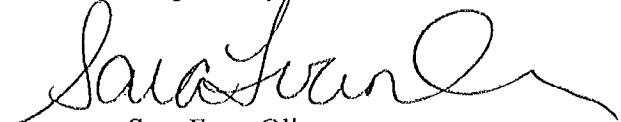
<u>Vendor</u>	<u>Total Base Bid</u>
Anixter	\$19,890.00
American Wire Group	\$46,200.00
Bell Electrical Supply Co.	\$64,788.00
Rexel	Responded w/substitution – not accepted

Bid requests were sent to a total of 159 suppliers through our e-Procurement system; however, only those as mentioned above submitted.

The bids were provided to Mark Petty, Electric Director, for review. It is recommended that the bid be awarded to Anixter, as their bid of \$19,890.00 is the lowest responsive and responsible bid meeting specifications.

Attached is a request from Mark Petty for a resolution authorizing a purchase order be issued to Anixter in the amount of \$19,890.00 for 15kV ERP Cable.

Respectfully,



Sara Foan-Oliver
Procurement Director

BILL 11009

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR AN AMUSEMENT FACILITY, INDOOR AT 117 WEST ARGONNE DRIVE SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Chaw LLC/Little's Loft LLC, made application (PZ-04-24) for a Special Use Permit for an Indoor Amusement Facility for Little's Loft Play Café at 117 West Argonne Drive in the B-2, Central Business District; and

WHEREAS, the Planning and Zoning Commission did on the 4th day of October, 2023, by adopting the Staff Memorandum dated October 4, 2023 (attached hereto and incorporated by reference herein), recommend the granting of said Special Use Permit after finding that the request met the criteria listed in Section 25-20(e) and (f) of the Zoning and Subdivision Code, subject to certain conditions; and

WHEREAS, the Council did on the 2nd day of November, 2023 hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing; and

WHEREAS, the Council did find that the granting of such Special Use Permit would not substantially increase traffic hazards or congestion, substantially increase fire hazards, adversely affect the character of the neighborhood, adversely affect the general welfare of the community, or overtax public utilities; and

WHEREAS, the Council does find that the granting of such Special Use Permit would meet the criteria listed in Sections 25-20(e) and (f) of the Zoning and Subdivision Code; and

WHEREAS, the Council does further find that the general welfare requires that such Special Use Permit approval be subject to the conditions hereinafter set out.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. A Special Use Permit is hereby granted for an Indoor Amusement Facility at 117 West Argonne Drive subject to the following conditions:

1. The days and hours of operation shall be from 8 a.m. to 8 p.m. Monday through Sunday.
2. The indoor amusement/play area shall be restricted to no more than 3200 square feet.
3. Per Zoning and Subdivision Code Section 25-67, one bicycle rack shall be provided in the rear of the building.

4. Employees and outside vendor instructors may offer classes within the indoor amusement/play area.
5. The Architectural Review Board shall approve all signs.

SECTION 2. The approval of this Special Use Permit shall not authorize any person to unreasonably alter, increase, or redirect the surface water run off so as to cause harm to any person or property.

SECTION 3. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.

SECTION 4. The applicant, by accepting and acting under the Special Use Permit herein granted, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.

SECTION 5. The applicant and its successors and assigns, by accepting and acting under the approval herein granted, accepts the approval subject to the condition that failure to abate any violation of this approval or any provisions of the Code of Ordinances of the City of Kirkwood within five (5) days after notice by hand delivery or first-class mail shall result in an administrative investigation fee of \$500 due to the City of Kirkwood. An invoice shall be issued. A Stop Work Order to cease all work on the premises except such work as directed by the Public Services Director to abate the violation may be issued for any work on the premises until the investigation fee is paid in full. The City may demand payment of said fee from the holder of the letter of credit, any bond, or escrow if not paid within 30 days of the invoice.

SECTION 6. The applicant further agrees by accepting and acting under this Special Use Permit herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

SECTION 7. This ordinance shall become null and void in the event the applicant does not obtain an occupancy for the business within one year of the passage of this ordinance.

SECTION 8. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS _____ day of _____, 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Public Hearing: November 2, 2023
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 11/2/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The petitioner, Hannah Campbell of Chaw LLC/Little's Loft LLC, is requesting a Special Use Permit for an Indoor Amusement Facility at 117 W. Argonne Drive in the B-2, Central Business District. The subject building has recently been vacant. The business will host a play area for young children with a café for caretakers. The applicant does not anticipate any exterior changes to the building or property, other than signage.

Recommendations and Action Requested:

At its October 4 meeting, the Planning and Zoning Commission, by adopting the City Staff Memo, unanimously recommended approval of the Special Use Permit by a vote of 9-0.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00 Account #: n/a Project #: n/a

If YES, Budgeted Amount: \$0.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: YES

BY: Amy Lowry Date: 10/25/2023 Authenticated: lowryag

You can attach up to 3 files along with this request.



2023-11-02 PZ-04-24
Ordinance.docx
Microsoft Word Document
18.3 KB



PZ-04-24 CC Packet.pdf
Adobe Acrobat Document
7.47 MB

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.



Approve



Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

10/26/23

PROCEDURE FOR PUBLIC HEARING

Mayor: At this time the council will recess to conduct a public hearing regarding:

A request for a Special Use Permit for an Indoor Amusement Facility (Little's Loft Play Café) at 117 W. Argonne

Mayor: Mr. Hessel, do you wish to enter any exhibits into the record?

Mayor: Mr. Hawes, who will present this issue to the City Council?

City Planner II Amy Lowry

Mayor: David, has anyone completed a card to speak regarding this proposal?

Mayor: Is there anyone in the audience that did not complete a card that wishes to speak regarding this issue? (Please be sure to fill out a card before you leave so your name and address is reflected in the record)

Mayor: Hearing no further discussion, the council will take this matter under advisement and consider the hearing to be recessed.

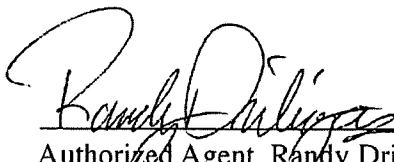


AFFIDAVIT OF PUBLICATION

Date: 10/12/2023

City of Kirkwood
139 S. Kirkwood Rd.
Kirkwood, MO 63122

I, Randy Drilingas, being duly sworn, both depose and say that I am an authorized representative of the WKTimes LLC, publishers of the Webster-Kirkwood Times Newspaper in the county of St. Louis, MO, and that the advertisement shown below was published in the Webster-Kirkwood Times October 13, 2023 edition.



Authorized Agent, Randy Drilingas
Webster-Kirkwood Times



NOTICE OF PUBLIC HEARING
before the City Council of
City of Kirkwood, MO

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, November 2, 2023 to consider the following:

A request for a Special Use Permit for an Indoor Amusement Facility (Little's Loft Play Café) at 117 W. Argonne.

Laurie Asche, City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.

ARGONNE BUILDING LLC
129 E CLINTON 1B
SAINT LOUIS, MO 63122

URBANA VERDE LLC
1110 WESTMARK DR
SAINT LOUIS, MO 63131

PRINCIPAL INVESTMENT GROUP INC
P O BOX 1955
PEORIA, IL 61656

JUNIOR LEAGUE OF ST LOUIS
106 N KIRKWOOD RD
SAINT LOUIS, MO 63122

BEAN REALTY LLC
202 W MONROE AVE
SAINT LOUIS, MO 63122

KEVIN WINKLER
109 N KIRKWOOD RD
SAINT LOUIS, MO 63122

BRENNER ANN MARIE TRUSTEE
12825 FOUR WINDS FARM DR
SAINT LOUIS, MO 63131

URBANA VERDE LLC
1110 WESTMARK DR
SAINT LOUIS, MO 63131

SUMMA JAMES S C REVOCABLE TRUST
221 COUCH AVE
SAINT LOUIS, MO 63122

BAYGENTS COMPANY LLC
21 VILLA GARDENS DR
SAINT LOUIS, MO 63122

MPC INC
12570 VILLAGE CIRCLE DR
SAINT LOUIS, MO 63127

PIZZAZZ COMMERCIAL LLC
P O BOX 481
GROVER, MO 63040

H JONES LLC ETAL
12570 VILLAGE CIRCLE DR APT 2413
SAINT LOUIS, MO 63127

CASA PROPERTIES INC
131 W ARGONNE AVE SUITE 200
SAINT LOUIS, MO 63122

BFC LLC
151 W ARGONNE DR
SAINT LOUIS, MO 63122

MMV ENTERPRISES LLC
153 W ARGONNE AVE
SAINT LOUIS, MO 63122

WHITE BIRCH HOLDING LLC
2052 BARRETT STATION RD
SAINT LOUIS, MO 63131

ST LOUIS PROPERTIES INC
6740 CHIPPEWA ST
SAINT LOUIS, MO 63109

ANTHONY & MARY C BALOTA CORP
421 TREE TOP LN
SAINT LOUIS, MO 63122

117 N KIRKWOOD LLC
112 W JEFFERSON AVE SUITE 120A
SAINT LOUIS, MO 63122

THE MULTACK BLDG LLC
122 N KIRKWOOD RD
SAINT LOUIS, MO 63122

ST LOUIS PROPERTIES INC
6740 CHIPPEWA ST
SAINT LOUIS, MO 63109

PCDM PROPERTIES LLC
119 N KIRKWOOD RD
SAINT LOUIS, MO 63122

D & L GUARDIAN LLC
206 W ARGONNE DR SUITE 200
SAINT LOUIS, MO 63122

JEFFERSON REALTY LLC
114 W JEFFERSON AVE
SAINT LOUIS, MO 63122

AMIGOS OF KIRKWOOD LLC
120 W JEFFERSON AVE
SAINT LOUIS, MO 63122

INCREASE ING PROPERTIES LLC
1721 KENMONT RD
SAINT LOUIS, MO 63124

CHLOBERRY REALTY LLC
94 POND VIEW DR
PORT WASHINGTON, NY 11050

RUPPRECHT IRENE L REV LIV TRUST
10273 QUAIL RUN DR
SAINT LOUIS, MO 63128

JEFFERSON AVENUE PROPERTIES LLC
123 W JEFFERSON AVE
SAINT LOUIS, MO 63122

MTW PROPERTY LLC
555 COUCH AVE APT 108
SAINT LOUIS, MO 63122

PFUHL BARBARA ANN ET AL
251 ARBOR CREST DR
BALLWIN, MO 63021

MEMORANDUM

TO: PLANNING & ZONING COMMISSION
FROM: AMY LOWRY, CITY PLANNER II
SUBJECT: PZ-04-24; 117 W. ARGONNE – LITTLE’S LOFT
PLAY CAFÉ (SUP – AMUSEMENT FACILITY,
INDOOR)
DATE: OCTOBER 4, 2023
CC: JONATHAN RAICHE, PLANNING & DEVELOPMENT SERVICES DIRECTOR



WHERE COMMUNITY AND SPIRIT MEET ®

The petitioner is requesting a Special Use Permit to operate an indoor amusement facility in the B-2 zoning district. The applicant has indicated that there would be no exterior changes to the property – other than signage. In the interior space of approximately 4080 square feet, the applicant would have up to 3200 square feet of play area, a food and beverage counter, and customer seating. The café use is subordinate to the amusement facility use, although it will be open to members of the public without a play appointment. A café would fit under the use category of a restaurant which is a permitted use in the B-2 zoning district. The days and hours of operation are proposed as 8 a.m. to 4 p.m. seven days a week. The play café will also be available for events and private rental during the regular hours of operation and from 4 p.m. to 8 p.m. seven days a week. Employees and outside vendor instructors may offer classes to the clientele. The applicant will have 3-4 employees during peak hours, and 2-3 at other times.

DISCUSSION:

Zoning Matters signs were posted on the property on September 29, 2023. Staff has evaluated the request and determined that the proper land-use classification for the proposed use under the Zoning Code is an indoor amusement facility; such use requires a Special Use Permit in the B-2 central business district. The business will not allow unaccompanied children on the premises and therefore will not be providing daycare or similar services. Because the property is located within the downtown district and there is no physical expansion of the building, no parking evaluation is required, however there are currently 7 striped spaces behind the building and the applicant would not be allowed to reduce the number of parking spaces that currently exist.

RECOMMENDATION:

Staff finds that the proposed operations could be accomplished with few restrictions. Due to the simple nature of the request, Staff is requesting action from the Planning & Zoning Commission at the October 4, 2023 meeting rather than the formation of a subcommittee.

Staff recommends this petition be **approved** with the following conditions:

1. A Special Use Permit for an Amusement Facility, Indoor shall be approved for the property addressed as 117 W. Argonne Drive.
2. The days and hours of operation would be daily from 8 a.m. to 8 p.m.
3. The indoor amusement/play area shall be restricted to no more than 3200 square feet.
4. Employees and outside vendor instructors may offer classes within the indoor amusement/play area.

5. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.
6. The applicant, by accepting and acting under the Special Use Permit approval granted, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this memorandum and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.
7. The Architectural Review Board shall approve all signs.



WHERE COMMUNITY AND SPIRIT MEET™

October 5, 2023

Russell B. Hawes
Chief Administrative Officer

At the October 4, 2023 meeting of the Planning and Zoning Commission, the following action was taken:

1. By a vote of 9-0, the Commission recommended approval of a Special Use Permit for an Indoor Amusement Facility (Little's Loft Play Café) at 117 W. Argonne Drive. A public hearing before City Council is required.

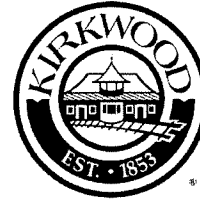
The next meeting of the Planning and Zoning Commission will be held on November 1, 2023, as there is no business for the October 18 meeting.

Respectfully submitted,

Jim Adkins, Chair
Planning and Zoning Commission

MEMORANDUM

TO: PLANNING & ZONING COMMISSION
FROM: AMY LOWRY, CITY PLANNER II
SUBJECT: PZ-04-24; 117 W. ARGONNE – LITTLE’S LOFT
PLAY CAFÉ (SUP – AMUSEMENT FACILITY,
INDOOR)
DATE: OCTOBER 4, 2023
CC: JONATHAN RAICHE, PLANNING & DEVELOPMENT SERVICES DIRECTOR



WHERE COMMUNITY AND SPIRIT MEET™

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7. The Architectural Review Board shall approve all signs.



APPLICATION FOR PLANNING AND ZONING REVIEW

DATE: 9/14/23 CASE NUMBER: PZ-04-24
ZONING DISTRICT: B-2, Central Bus. Distr. LOCATOR NUMBER: 23M120242
PROJECT ADDRESS: 117 West Argonne Drive, Kirkwood, Missouri 63122
PROJECT NAME: Little's Loft

ACTION REQUESTED

- CUP, Development Plan or Final Site Plan (circle one)
Development Plan, B4, B5, or R6 (circle one)
Final Site Plan, B4, B5, or R6 (circle one)
Site Plan Review, Minor or Major (circle one)
Site Plan Modification
Alternative Equivalency
Special Use Permit, Category: Amusement Facility, Indoor
Subdivision, Major
Subdivision Modification
Text Amendment
Vacation, Right-of-Way or Easement (circle one)
Zoning Map Amendment, From to
Comments:

PETITIONER INFORMATION

I (We) hereby certify that I (we) have legal interest in the hereinabove described property and that all information given herein is true and a statement of fact
Name (Print): Chaw LLC/Little's Loft LLC Signature: [Signature] Phone No.: 314-604-6552
Mailing Address: 435 Julian Pl. City: Kirkwood State: MO Zip: 63122
E-mail Address: hannahmcampbell3@gmail.com
Petitioner's Status: [X] Corporation [] Partnership [] Individual
Relationship of Petitioner to Property: [] Owner [] Tenant [] Option Holder (Attach Copy of Contract) [X] Other - Under contract to purchase

AGENT INFORMATION

Agent's Name: Jennifer Beasley Signature: [Signature] Phone No.: 314-721-2525
Mailing Address: 150 N. Meramec Ave., Suite 400 City: St. Louis State: MO Zip: 63105
E-mail Address: jbeasley@jenkinskling.com
(NOTE: The petitioner's agent, if listed, shall receive all official communication)

PROPERTY OWNERS

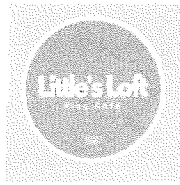
Signature required or submit proof petitioner has legal interest in property.
Name: Argonne View LLC Name:
Signature: [Signature] Signature:
Address: 438 W Jefferson Ave Address:
City/State/Zip: Kirkwood, MO 63122 City/State/Zip:
Phone: 314-761-9588 Phone:

FOR CITY USE ONLY

Date Received: 9/14/23 Total Received: \$ 1006.00 Agenda Date: 10/04/23

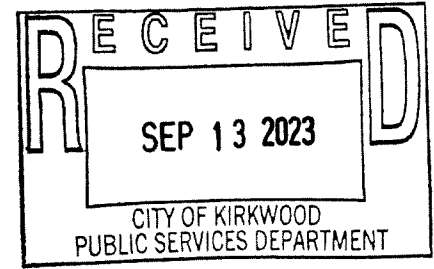
- B-4/B-5 Development Plan: \$1,000 + Acres @ \$25/Acre or portion over one acre) = \$
B-4/B-5 Final Site Plan: \$1,000
B-4/B-5 Final Site Plan Amendment (when public hearing is not required): \$500
CUP (Single family), Dev Plan/Preliminary Plat: \$1,000 + Lots @ \$500/Lot = \$
CUP (Single family), Final Site Plan/Final Plat: Lots @ \$100/Lot = \$ + 1-1/4% of \$ = \$
CUP, (Multi family), Development Plan/Prel. Plat: \$1,000 + Dwelling units @ \$20/Each = \$
CUP, (Multi family), Final Site Plan/Final Plat: \$500 + 1-1/4% of = \$
CUP, Final Site Plan/Final Plat Amendment: Public Hearing required \$800, Public Hearing not required \$500
CUP, Final Site Plan Time Extension: \$300
Mixed Use in B2 Development Plan: \$1,000 (includes SPR fee) + \$25/acre or portion over one acre
Mixed use in B2 Final Site Plan: \$500
Mixed use in B2 Final Site Plan Amendment: Public Hearing required \$800, Public Hearing not required \$500
R6 Development Plan: \$1,000 + Dwelling units @ \$20/Unit = \$
R6 Final Site Plan: \$500
Sidewalk Waiver on feet @ \$30/Foot = \$ = \$
Site Plan Review (Major): \$1,000
Site Plan Review (Major): Amendment \$800 or Extension: \$300
Site Plan Review (Minor): \$500
Site Plan Review (Minor) Amendment \$500 or Extension: \$300
[X] Special Use Permit: \$1,000 (waived if submitted with Site Plan Review)
Special Use Permit Amendment: \$800 (waived if submitted with Site Plan Review) or Extension: \$300
Subdivision (Major), Preliminary Plat Lots @ \$500/Lot = \$
Subdivision (Major), Final Plat/Improvement Plans: Lots @ \$100/Lot + 1.25% of \$ = \$
Subdivision (Major) Amendment to Final Plat or Improvement Plans: \$200
Subdivision Modification (Boundary Adjustment): \$300
Vacation, Easement: \$100
Vacation, Right-of-way: \$200
Zoning Code Text Amendment: \$1,000
Zoning Map Amendment: \$1,000

SUBCOMMITTEE ()



September 14, 2023

City of Kirkwood Planning & Zoning Department
139 S. Kirkwood Rd.
Kirkwood, Missouri 63122



Re: Special Use Permit Application (Amusement Facility, Indoor)- 117 West Argonne Dr.

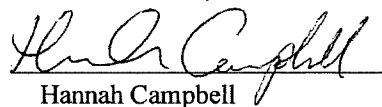
To whom it may concern:

Our company, Chaw LLC, is under contract to purchase 117 West Argonne Dr. in downtown Kirkwood, zoned B-2 Central Business District, for the purpose of leasing the space to our affiliated entity Little's Loft, LLC for operation of Little's Loft Play Café ("Little's Loft"), a combination café and play area catering to families with small children in Kirkwood. In connection with this, we are seeking a special use permit for the operation of the play area as an indoor amusement facility under the City of Kirkwood Zoning and Subdivision Code. Little's Loft will complement the existing downtown Kirkwood business area while providing a unique experience through the play area that accompanies the permitted café use.

Little's Loft is a distinctive combination of a high-end coffeehouse for parents and a state-of-the-art play area for children offering a welcoming, child-friendly culture not typical of traditional coffeehouses. Hours of operation for the play area will be within the hours of 8am-4pm 7 days a week. The Little's Loft play area will also be available for events and private rentals during regular hours and the additional hours of 4pm-8pm 7 days a week. Little's Loft plans to have 3-4 employees during peak hours of operation and 2-3 employees at other times; however, Little's Loft will not provide daycare or similar supervisory services for the children. Parents or guardians will need to remain on the premises to be responsible for supervising the children they bring to Little's Loft. Little's Loft anticipates having about 10 total employees in addition to providing opportunities for outside vendor teachers.

Little's Loft will feature a play area of up to 3,200 square feet with activities that are age or developmentally appropriate for children approximately 0-10 years old. The play area will be used during regular business hours for open play time, with capacity controlled by requiring registration to enter the play area. The play area will also be available for private rentals and events, including classes offered by employees and outside vendor instructors. The play area will have a variety of activities for children, for example: (1) sensory play activities (ex. textured wall, light up floor, balance board); (2) custom climbing structure incorporating gross-motor structures; (3) imaginative play area (ex. reading area, busy boxes, dress-up, puppet play); and (4) baby area – a separate space for crawling children. Thank you for your consideration and please contact me with any questions.

Sincerely,
Chaw LLC/Little's Loft, LLC

By: 
Hannah Campbell

¹ Age or developmentally-appropriate means activities or items that are generally accepted as suitable for children of the same chronological age or level of maturity or that are determined to be developmentally-appropriate for a child, based on the development of cognitive, emotional, physical, and behavioral capacities that are typical for an age or age group.



WHERE COMMUNITY AND SPIRIT MEET[®]

September 20, 2023

Hannah Campbell
435 Julian Place
St. Louis, MO 63122

Jennifer Beasley
150 N. Meramec Avenue, Suite 400
St. Louis, MO 63105

SENT VIA EMAIL:

SUBJECT: PZ-4-24; 117 W. Argonne Drive – Little’s Loft Play Café
Special Use Permit for Amusement Facility, Indoor

Ms. Campbell and Ms. Beasley:

The City of Kirkwood Public Services Department is in receipt of your application for a Special Use Permit for an Amusement Facility, Indoor for the property known as 117 W. Argonne Drive. This item will be placed on the Planning and Zoning Commission agenda for its **7:00 p.m. meeting on Wednesday, October 4, 2023** at Kirkwood City Hall, 139 South Kirkwood Road. City Staff will make an introduction presentation regarding the request at this meeting. You, or your representative, should attend this meeting to present this item to the Commission and answer any questions the Commission members may have.

The Planning and Zoning Commission and various City departments will review the application in detail and provide further comments as necessary. This preliminary correspondence is not an approval or acceptance of any part of the application submitted.

The applicant is further advised that it is the applicant’s responsibility to follow the petition through the entire process and to satisfy all submittal requirements and deadlines. Also note, this application and review does not grant the applicant any special rights, privileges, or immunities, and that all provisions of the Kirkwood Code of Ordinances shall apply.

Sincerely,

CITY OF KIRKWOOD

A handwritten signature in cursive script, appearing to read "Amy Gillis Lowry".

Amy Gillis Lowry, Planner II
314-822-5815, lowryag@kirkwoodmo.org



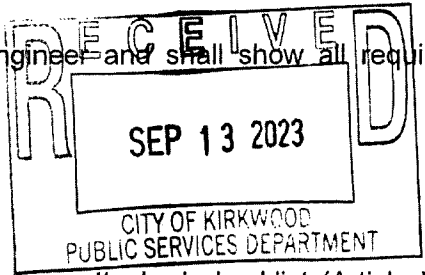
**APPLICATION FOR PLANNING AND ZONING REVIEW
APPLICATION CHECKLIST (NON SUBDIVISION)
MARCH 2021**

MUST BE SIGNED AND ATTACHED TO APPLICATION FORM

The Planning and Zoning Commission meets on the first and third Wednesdays of each month at 7:00 p.m. in the Council Chambers at Kirkwood City Hall, 139 South Kirkwood Road (see attached schedule). Submittal of a petition authorizes the City to place a Zoning Matters sign on the premises advising the public of the petition.

An applicant shall complete and submit the following items to the Public Services Department according to the attached schedule. **These are the minimum submittal requirements needed for review. Failure to provide all information will result in the application being delayed or returned.**

- APPLICATION FORM.** All forms must be completed in full, including signature of property owners. A copy of the Contract between the property owner and petitioner will suffice. Incomplete or partial applications will not be accepted and will be returned to the petitioner. *All designated spaces on the forms must be appropriately filled in prior to filing of the application.*
- COVER LETTER.** A one-page letter describing the project in detail, including nature of business, proposed use, hours of operation, number of employees, etc.
- PROOF OF OWNERSHIP.** A copy of the title, deed, title commitment, or survey which includes the legal description of the property and present ownership only if the owner's signature does not match County records. N/A
- DRAWINGS.**
 - (a) **Site plan** shall be signed and sealed by a Professional Engineer and shall show all required information as noted on attached checklist.
 - (1) 16 sets 11"x17" (folded into 8.5"x11"); and
 - (2) 3 sets 24"x36" (folded into 12"x9").
 - (b) **Floor plan**, if applicable - 16 copies 11"x17", folded.
 - (c) **Landscaping plan** showing the required information as noted on attached checklist (Article VIII Sections 25-58 through 25-61 of the Zoning and Subdivision Code)
 - (1) 16 sets 11"x17" (folded into 8.5"x11") and
 - (2) 3 sets 24"x36" (folded into 12"x9").
 - (d) **Lighting Plan** shall be signed and sealed by a registered design professional and include all information as required in Section 25-52 of the Zoning and Subdivision Code.
 - (1) 16 sets 11"x17" (folded into 8.5"x11") and
 - (2) 3 sets 24"x36" (folded into 12"x9")
- TREE STUDY.** Study shall be signed by a certified forester, certified arborist, or landscape architect and include value of significant trees and protection methods. Trees on abutting public rights-of-way and private property within five feet of all property lines shall also be shown on study. N/A
- PHOTOGRAPHS.** Two sets of color photographs of site frontage, adjacent properties, and significant site features, including significant trees.
- PROCESSING FEE.** See Application for filing fee required for application



Chaw LLC/Little's Loft, LLC

By: _____

[Handwritten Signature]
Signature

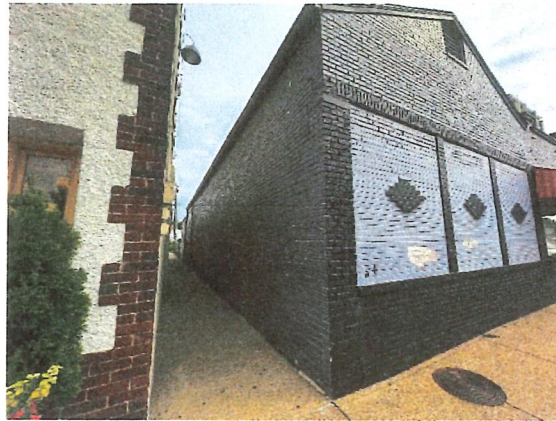
9/14/23

Date

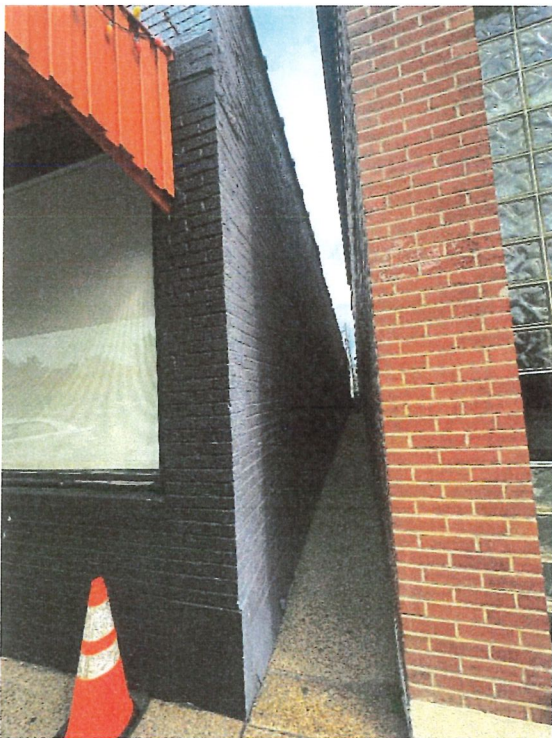
117 West Argonne Drive, Kirkwood, Missouri
Property Depictions



Front of Property (taken from Argonne Drive)



West Side of Property



East Side of Property



Front of Property



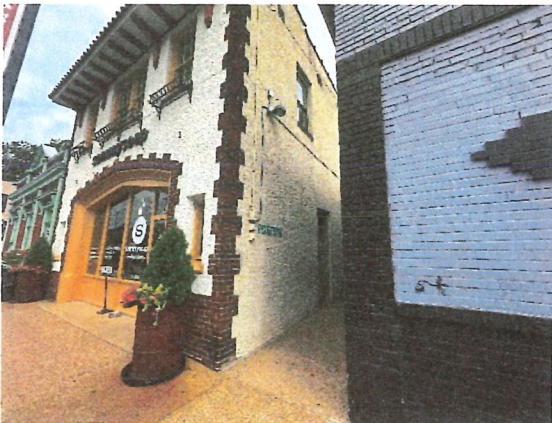
117 West Argonne Drive, Kirkwood, Missouri
Property Depictions



Back of Property



Adjacent Property to East



Adjacent Property to West

RECEIVED
SEP 13 2023
CITY OF KIRKWOOD
PUBLIC SERVICES DEPARTMENT

From: [Jim Summa](#)
To: [Amy G. Lowry](#)
Subject: Little Loft Play Cafe
Date: Tuesday, October 3, 2023 1:16:38 PM

Caution! This message was sent from outside your organization.

I am the owner of 115 West Argonne and wanted to give my support for Little Loft Play Cafe proposed for next door to the folks on P&Z at this Wednesday's meeting. Thanks and Best,
-Jim Summa

Date: October 1, 2023

To: Planning and Zoning Committee
City of Kirkwood
139 S. Kirkwood Road
Kirkwood, MO 63122

Re: 117 West Argonne Ave – Kirkwood, MO
Little's Loft Play Cafe

Dear Kirkwood Planning and Zoning Committee,

I am writing in support of the proposed use of the property at 117 West Argonne in Kirkwood for the Little's Loft Play Café. As a Kirkwood resident, current owner of 117 West Argonne and the owner of other commercial properties within the City of Kirkwood, I think this would be a solid addition to Kirkwood's tradition of being a community in support of families. In addition to already great family attractions such as the Magic House and Farmer's Market, Little's Lofts would be an attractive destination for families with young children to gravitate towards the center of downtown Kirkwood.

Sincerely,



Daniel W. McGinnis
Argonne View, LLC

From: [Ryan Pennington](#)
To: [Amy G. Lowry](#)
Subject: Support for Little Loft Play Cafe - 117 Argonne
Date: Tuesday, October 3, 2023 11:38:03 AM

Caution! This message was sent from outside your organization.

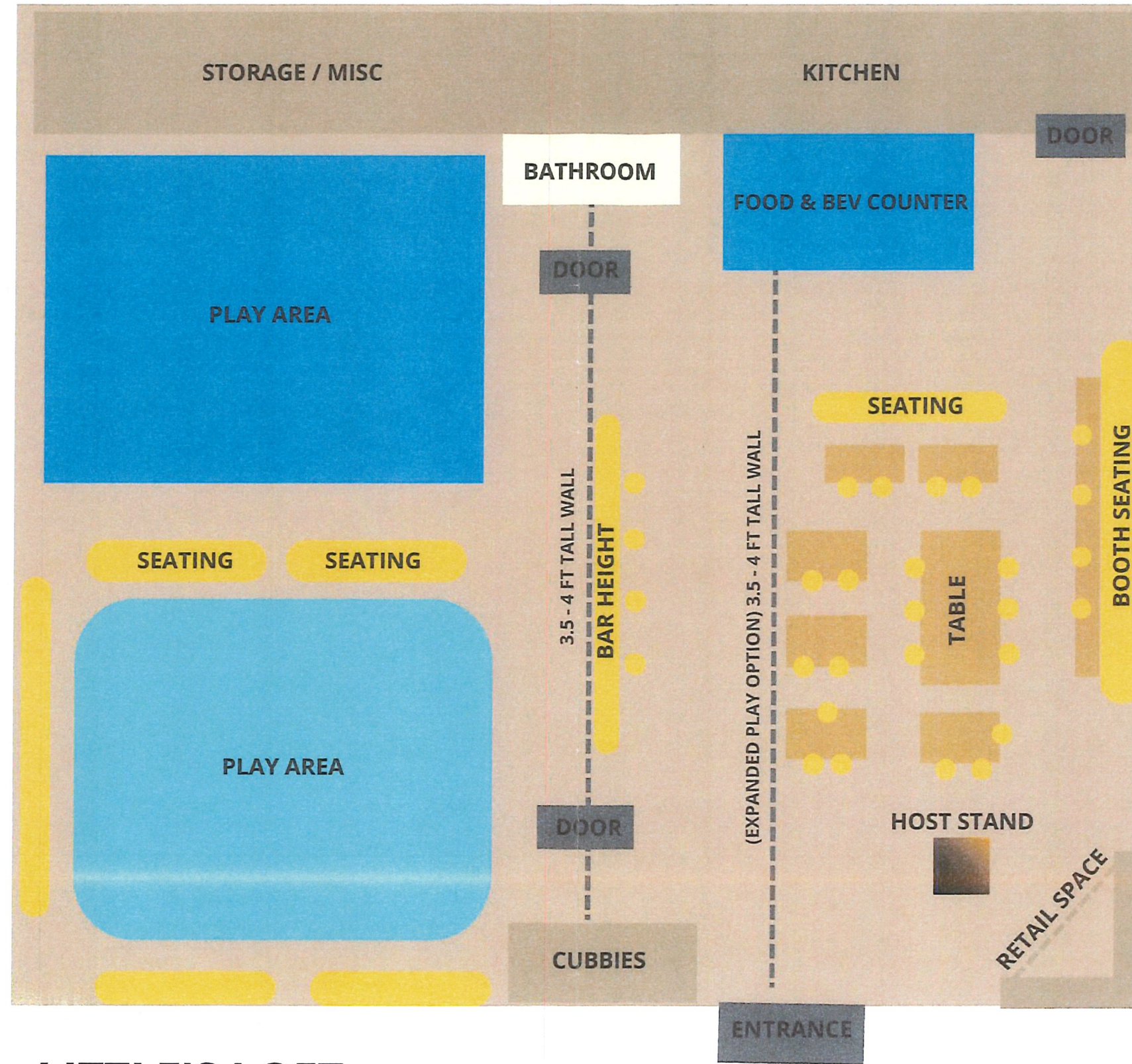
Hi Amy,

I am writing to express my support for the Little Play Café at 117 W Argonne. It's a unique concept for downtown Kirkwood, catering to families and bringing additional foot traffic along Argonne.

It appears to be a perfect fit for this building.

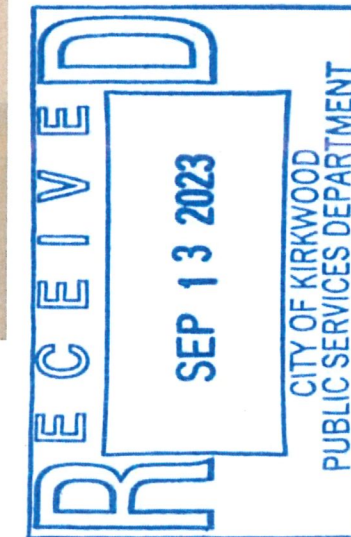
Thanks,

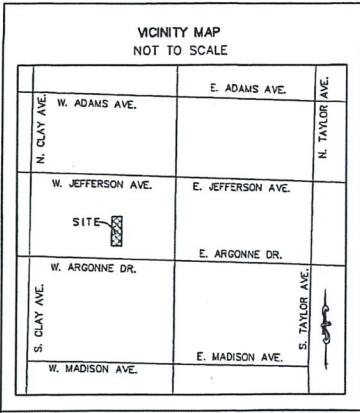
Ryan Pennington
1034 S Brentwood Blvd, Ste 1200
St. Louis, MO 63117
314.446.2903 office
314.910.9950 mobile
rpennington@savoyproperties.com
savoyproperties.com



**LITTLE'S LOFT
PLAY CAFE**

4,080 sqft





SCALE:
1 inch = 20 ft.
BASIS OF BEARING:
GRID NORTH, NAD 83 MISSOURI EAST ZONE
SOURCE OF RECORD TITLE IS
DEED BOOK 22978 PAGE 644
● - DENOTES SET 1/2" x 18" REBAR WITH
CAP STAMPED "MARLER L.S.-347-D"
X - DENOTES FOUND CROSS
○ - DENOTES FOUND 1/2" IRON PIPE

ALTA/NSPS LAND TITLE SURVEY

TOWN OF KIRKWOOD

ST. LOUIS COUNTY, MISSOURI

LEGEND	
PP	UTILITY POLE (R. & S.)
GUY WIRE	D.B. DEED BOOK
LIGHT STANDARD	PAGE
ELEC. YARD LIGHT	N/F NOW OR FORMERLY
ELEC. METER	-T- TELEPHONE LINE
GAS METER	-G- GAS LINE MARK
GAS VALVE	-E- UNDERGROUND ELEC.
FIRE HYDRANT	-OU- OVERHEAD UTILITY
WATER METER	-W- WATERLINE
DOWNSPOUT	○ TREE WITH SIZE
MANHOLE	○ WATER SHUTOFF VALVE
CLEAN-OUT	○ REFLECT ITEM NUMBER ON SCHEDULE B II
○	HANDICAP PARKING COUNT
○	REGULAR PARKING SPACES

GENERAL NOTES

- The basis of bearing of this survey is Grid North, NAD 83 Missouri East Zone.
- The Property has an area of 6,999 square feet or 0.16 acres of land.
- The property is designated by St. Louis County parcel #23M120242
- Source of deed reference is Deed Book 22978 Page 644.
- This map complies with the Missouri Map Accuracy Standards, class III.
- There was no evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
- There were no evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.

SCHEDULE "B" TITLE EXCEPTION NOTES

This survey is based on a title report prepared by Old Republic Title Company of St. Louis Inc. Commitment No. 2203842, dated September 2, 2022 at 8:00 A.M. and last revised on September 8, 2022 at 4:01 P.M. Items not listed below are standard exceptions and/or are not matters or issues that pertain to this survey.

- Standard exceptions, not land survey related.
- Permanent Telecommunications Easement granted to Qwest Communications Company, LLC, Sprint Communications Company, LP, Level 3 Communications, LLC and Witel Communications, LLC, according to final order and judgment under Civil Action No. 4:00-cv-00042-NPS of the US District Court for the Western District of Missouri, Western Division, according to instrument recorded in Book 20419 page 41. [Blanket Easement, affecting subject parcel, for installation, use and maintenance of telecommunications cables.]

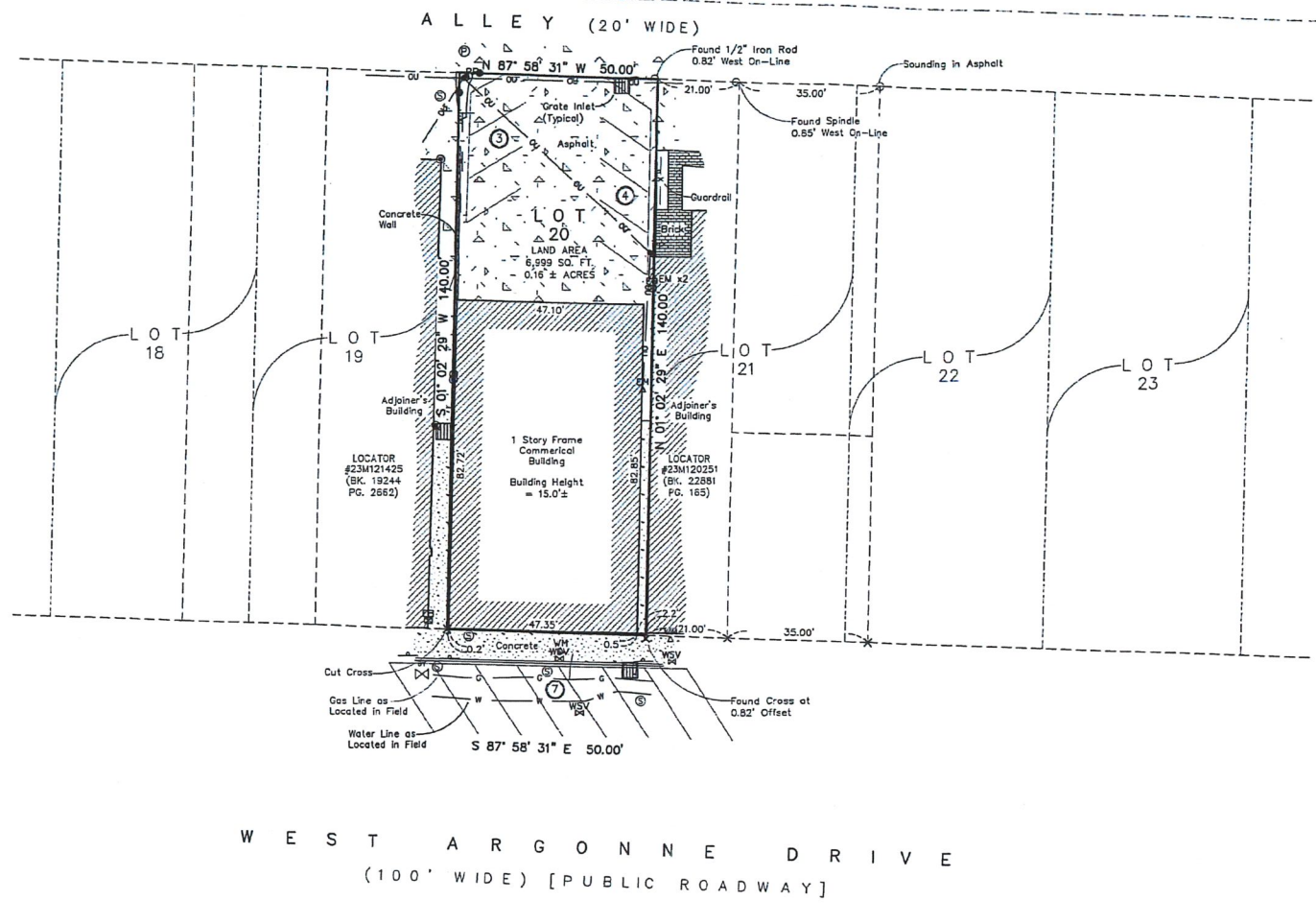


TABLE A

- OPTIONAL SURVEY RESPONSIBILITIES AND SPECIFICATIONS
- NOTE: The nineteen (19) items of Table A are to be selected, and the exact wording of and fee for any selected item, may be negotiated between the surveyor and client. Any additional items negotiated between the surveyor and client must be identified as (a) (2)(a), etc. Any additional items negotiated between the surveyor and client, and any negotiated changes to the wording of Table A item must be explained pursuant to Section 6.D.I.(g). Notwithstanding Table A items 5 and 11, if an engineering design survey is desired as part of an ALTA/NSPS Land Title Survey, such surveys should be negotiated under Table A, Item 20.
- If checked, the following optional items are to be included in the ALTA/NSPS LAND TITLE SURVEY, except as otherwise qualified (see note above):
- Monuments placed (or a reference monument or witness to the corner) at all major corners of the boundary of the surveyed property unless already marked or referenced by existing monuments or witnesses in close proximity to the corner.
 - Address(es) of the surveyed property if disclosed in documents provided to or obtained by the surveyor, or observed while conducting the fieldwork.
 - Flood zone classification (with proper annotation based on Federal Flood Insurance Rate Maps or the state or local equivalent) depicted by scaled map location and graphic plotting only.
 - Gross land area (and other areas if specified by the client).
 - Vertical relief with the source of information (e.g., ground survey, aerial map), contour interval, datum, and originating benchmark identified.
 - (a) If the current zoning classification, setback requirements, the height and floor space area restrictions, and parking requirements specific to the surveyed property are set forth in a zoning report or letter provided to the surveyor by the client or the client's designated representative, list the above items on the plot or map and identify the date and source of the report or letter. (b) If the zoning setback requirements specific to the surveyed property are set forth in a zoning report or letter provided to the surveyor by the client or the client's designated representative, and if those requirements do not require an interpretation by the surveyor, graphically depict the building setback requirements on the plot or map. Identify the date and source of the report or letter. (c) Exterior dimensions of all buildings at ground level. (d) Square footage of: (1) exterior footprint of all buildings at ground level. (2) other areas as specified by the client.
 - Measured height of all buildings above grade at a location specified by the client. If no location is specified, the point of measurement shall be identified.
 - Substantial features observed in the process of conducting the fieldwork (in addition to the improvements and features required pursuant to Section 5 above) (e.g., parking lots, billboards, signs, swimming pools, landscaped areas, substantial areas of refuse).
 - Number and type (e.g., disabled, motorcycle, regular and other marked specialized types) of clearly identifiable parking spaces on surface parking areas, lots and in parking structures. Striping of clearly identifiable parking spaces on surface parking areas and lots.
 - As designated by the client, a determination of the relationship and location of certain division or party walls with respect to adjoining properties.
 - Evidence of underground utilities existing on or serving the surveyed property (in addition to the observed evidence of utilities required pursuant to Section 5.E.iv.) as determined by: (a) plans and/or reports provided by client (with reference as to the sources of information) (b) markings coordinated by the surveyor pursuant to a private utility locate request.

- Note to the client, insurer, and lender - With regard to Table A, Item 11, information from the sources checked above will be combined with observed evidence of utilities pursuant to Section 5.E.iv. to develop a view of the underground utilities. However, locating excavation the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in some jurisdictions, B11 or other similar utility locate requests from surveyors may be ignored or result in an incomplete response, in which case the surveyor shall note on the plot or map how this affected the surveyor's assessment of the location of the utilities. Where additional or more detailed information is required, the client is advised that excavation may be necessary.
- As specified by the client, Governmental Agency survey-related requirements (e.g., HUD surveys, surveys for leases on Bureau of Land Management managed lands). The relevant survey requirements are to be provided by the client or client's designated representative.
 - Names of adjoining owners according to current tax records. If more than one owner, identify the first owner's name listed in the tax records followed by et al.
 - As specified by the client, distance to the nearest intersecting street.
 - Rectified orthophotography, photogrammetric mapping, remote sensing, airborne/mobile laser scanning and other similar products, tools or technologies as the basis for showing the location of certain features (excluding boundaries) where ground measurements are not otherwise necessary to locate those features to an appropriate and acceptable accuracy relative to a nearby boundary. The surveyor must (a) discuss the ramifications of such methodologies (e.g., the potential precision and completeness of the data gathered thereby) with the insurer, lender, and client prior to the performance of the survey, and (b) place a note on the face of the survey explaining the source, date, precision, and other relevant qualifications of any such data.
 - Evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
 - Proposed changes in street right of way lines, if such information is made available to the surveyor by the controlling jurisdiction. Evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.
 - Pursuant to Sections 5 and 6 (and applicable selected Table A items, excluding Table A Item 1, include as a part of the survey any plottable offsite (i.e., appurtenant) easements or servitudes disclosed in documents provided to or obtained by the surveyor.
 - Professional Liability Insurance policy obtained by the surveyor in the minimum amount of \$_____ to be in effect throughout the contract term. Certificate of insurance to be furnished upon request, but this item shall not be addressed on the face of the plot or map.
 - Plot Easements.

Adopted by the Board of Governors, American Land Title Association, on October 1, 2020. American Land Title Association, 1800 M St., N. W., Suite 3005, Washington, D. C. 20036-5828. www.alsa.org
Adopted by the Board of Directors, National Society of Professional Surveyors, on October 9, 2020. National Society of Professional Surveyors, Inc., 5119 Pegasus Court, Suite Q, Frederick, MD 21704 http://www.nspss.usa/

ZONING NOTES

Zoned: B-2 General Business
Existing site conditions may fall within permitted uses as listed in the City of Kirkwood zoning regulations. Zoning regulations are subject to change, interpretation and exception, for further information contact the City of Kirkwood planning and zoning department at (314) 822-5800
Zoning information has been collected by the Land Surveyor and considered to be accurate, however this should be verified by the client. See Item 6A under Table A.

FLOOD ZONE NOTES

By graphic plotting only, this property does not lie within any special flood zone areas according to the flood insurance rate map panel number 0308 and community number 290362 (City of Kirkwood) which bears an effective date of 02/04/2015. The property lies within unshaded zone x (areas determined to be outside 500 year flood plain).

NOTE:
The underground utilities have been plotted from available sources and their locations must be considered approximate only. The verification of the actual locations of all underground utilities, either shown or not shown on this drawing, shall be the responsibility of the contractor and shall be located prior to grading or construction of improvements.
MISSOURI ONE CALL TICKET NUMBER 222452882



ALTA/NSPS LAND TITLE SURVEY

117 WEST ARGONNE DRIVE
ST. LOUIS COUNTY, MISSOURI

To McCennis and Associates:

This is to certify that this map or plot and the survey on which it is based were made in accordance with the 2021 Minimum Standards Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 7(c), 8, 9, 11(a), 13, 19, and 20 of Table A thereof. The field work was completed on 09/08/2022. Date of map or plot 09/19/2022.

MARTY L. MARLER
MISSOURI B.S.S. 2501

copyright 2022 by Marler Surveying Company, Inc.

PROJECT NAME: LOT 20 BLK. 22 OF TOWN OF KIRKWOOD SHEET 1 OF 1
ADDRESS: 117 WEST ARGONNE DRIVE, ST. LOUIS COUNTY, MISSOURI 63122

MARLER
SURVEYING COMPANY, INC.
11402 GRAVOIS RD., STE. 200 ST. LOUIS, MO 63128 (314) 729-1001 PH. (314) 729-1044 FAX
402 EAST SPRINGFIELD ROAD, SULLIVAN, MO (573) 468-4884 PH. (573) 860-8606 FAX
email: marler@marlersurveying.net

DATE	REVISION DATES
09/19/2022	
SCALE: 1" = 20'	
DRAWN BY: D.L.E.	
CHECKED BY: M.L.M.	
DWG. No.: 2209-009	
DEPUTY: R.M.	

BILL 11010

ORDINANCE

AN ORDINANCE APPROPRIATING \$56,400 FROM THE PARK IMPROVEMENT FUND BALANCE TO THE PARKS BUILDING AND SITE IMPROVEMENT ACCOUNT, PROJECT #PR2405, ACCEPTING THE BID OF ENVIRONMENTAL OPERATIONS, INC. IN THE AMOUNT NOT TO EXCEED OF \$56,400 (WHICH INCLUDES A CONTINGENCY OF \$15,000) FOR COMMUNITY CENTER HAZARDOUS MATERIALS ABATEMENT AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City solicited bids for Community Center Hazardous Materials Abatement, and

WHEREAS, the most responsible bid received were that of Environmental Operations, Inc. which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Parks and Recreation, and

WHEREAS, funds in the amount of \$56,400 needs to be appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvement), Project #PR2405.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$56,400 are hereby appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvement), Project #PR2405.

SECTION 2. The bid of Environmental Operations, Inc. in the amount not to exceed of \$56,400 (which includes a contingency of \$15,000) for Community Center Hazardous Materials Abatement is hereby accepted and approved.

SECTION 3. The Mayor is hereby authorized and directed to enter into a contract with Environmental Operations, Inc. in the amount not to exceed of \$56,400 (which includes a contingency of \$15,000) for Community Center Hazardous Materials Abatement.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 11/16/2023

Step #1:

Strategic Plan YES Goal # & Title Community Center Upgrades

Background To Issue:

The Community Center was built in 1966 using some hazardous material that requires abatement during the renovation project.

Recommendations and Action Requested:

The two specific recommended requests include:

#1) An appropriation of \$41,400 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRCT".

#2) A recommendation to enter into a contract with Environmental Operations, Inc. for a not to exceed amount of \$56,400 that includes \$15,000 unforeseen conditions contingency for Community Center abatement.

Alternatives Available:

None

Does this project have a public information component? Yes No

Cost: \$56,400.00 Account #: 302-08-080-000-000-620020 Project #: PR2405

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: NO

Total project funding is being set aside and requires appropriating to advance the project prior to final contract signing.

BY: Kyle Henke

Date: 11/6/2023

Authenticated:

You can attach up to 3 files along with this request.



23-1107_KCC_Abatement
Memo_FINAL.pdf
Adobe Acrobat Document
419 KB



Abatement Memo 2.doc
Microsoft Word 97 - 2003
Document
114 KB

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing**

Director's approval).

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/7/2023

Authenticated: sfo

You can attach up to 3 files along with this request.

 202311071626.pdf Adobe Acrobat Document 46.0 KB	 File Attachment	 File Attachment
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Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Park Improvement Fund Balance

To Account # or Fund Name: 302-08-080-000-000-620020

Finance Director's Comments:

Park Improvement fund balance is available and sufficient for \$56,400 in GL account 302-08-080-000-000-620020, Building and Site Improvement, Project PR2405, CONSTRCT, Community Center Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/8/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11/13/2023

From the desk of...
Kyle Henke, Superintendent of Recreation
111 S. Geyer Road, Kirkwood, Missouri 63122
Phone: 314.822.5856 Fax: 314.984.5931
E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Kyle Henke
CC: David Weidler, Sandra Stephens, Russ Hawes
Date: 11/7/2023
Re: Hazardous Materials Abatement for the CC Renovations

This memo serves as the recommendation to accept the most responsible proposal for the Hazardous Materials Abatement for the Community Center Renovations. Environmental Operations, Inc. (EOI) is one of eight vendors successfully submitting a bid proposal for the removal of Asbestos Containing Materials (ACM) as identified by Terracon.

After receiving (8) responses to the publicly posted Request for Proposal, Navigate Building Solutions (Owner's Representative) interviewed the lowest four bidders, asked questions concerning scope, duration, methods, etc. Environmental Operations, Inc. (EOI) includes the necessary bid bond, appropriate durations, 3rd party air monitoring, and the abatement of positive and assumed ACM.

The two specific recommendations are to #1) request an appropriation of \$56,400 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRCT". and #2) enter into a contract with Environmental Operations, Inc. in the amount not to exceed \$56,400.00 that includes an unforeseen conditions contingency of \$15,000.



CITY OF

Kirkwood

MISSOURI

MEMORANDUM

TO: Russell Hawes, City Administrator

CC: Kyle Henke, Director of Parks & Recreation

FROM: David E. Bradley, Navigate Building Solutions

DATE: October 20, 2023

SUBJECT: Kirkwood Community Center Renovations

INTRODUCTION:

Request for Proposal (RFP) bid packages for the abatement of hazardous materials for the Kirkwood Community Center Renovations were received on October 12, 2023. The scope of work in the RFP includes abatement of Asbestos Containing Materials (ACM) as tested and identified by Terracon. Identified ACM includes mastic in hallways with faux terrazzo flooring and mastic at 12x12 tile flooring on the 2nd and 3rd floors. Assumed ACM includes mastic behind wall mirrors, mastic beneath ceramic floor tile in restrooms, black sink undercoating, exposed mudded pipe insulation, and fireplace components. Not included in the scope of work is the disposal of Household Hazardous Wastes such as cleaners and detergents.

BID EVALUATION:

A total of eight (8) bids were received with the following results:

- Lowest Bid: \$41,400.00
- Lowest Complete Bid: \$49,717.00
- Average Bid: \$72,927.50
- Budget: \$75,000.00
- High Bid: \$113,129.00

All bidders attended the pre-bid conference or are otherwise familiar with the building.

The phasing schedule will depend upon decisions made concerning the general construction contract. All bidders proposed similar durations for the two phases.

The low (4) contractors were interviewed by NAVIGATE and asked questions concerning scope, duration, methods, etc. It should be noted that none of the four low bids included daily air monitoring. However, three of the bids do include the air monitoring required by county and state jurisdictions.

The following is a pricing comparison of the four lowest bidders and the results of the bid analysis.

CONTRACTOR	BASE BID	EXCLUSIONS
ENVIRONMENTAL OPERATIONS	\$41,400	FIREPLACE COMPONENTS
CARDINAL ENVIRONMENTAL	\$44,236	AIR MONITORING
THORNBURGH ABATEMENT	\$49,717	-
SPECTRUM ENVIRONMENTAL	\$69,050	-
BUDGET	\$75,000	-

Environmental Operations, Inc. (EOI) includes the necessary bid bond, appropriate durations, 3rd party air monitoring, and the abatement of positive and assumed ACM. EOI does not include daily air monitoring or the abatement of the fireplace components. Discussions with EOI confirmed they have a thorough understanding of the required scope of work.

Cardinal Environmental includes the necessary bid bond, appropriate durations, and the abatement of positive and assumed ACM. Cardinal does not include the 3rd party air monitoring, which can range in value between \$6,000 and \$15,000.

Thornburgh Abatement includes the necessary bid bond, appropriate durations, 3rd party air monitoring, and the abatement of positive and assumed ACM. Thornburgh Abatement submitted the lowest complete bid. Discussions with Thornburgh confirmed they have a thorough understanding of the required scope of work.

Spectrum Environmental includes a complete scope but at a higher price than Thornburgh.

RECOMMENDATION:

After reviewing the bids and objectively interviewing the (4) low bidders, NAVIGATE can confidently recommend Environmental Operations, Inc. for the award of this contract. While EOI does not include the cost of the fireplace components, we believe this work can be completed and remain under Thornburgh’s bid.

We also recommend having the awarded contractor test to confirm whether the assumed ACM items are truly positive. Doing so could result in small savings, though the items will still need to be removed.

It is also recommended to retain the full \$75,000 budget for unforeseen items such as pipe insulation hidden behind walls. Currently, only exposed (visible) items are included in the price.



6. LUMP SUM BIDS: Lump sum bids for the 111 S. Geyer Road – Hazardous Materials Abatement, as outlined in the Contract Documents, are being requested. Refer to the included Phasing Plan. See the attached documents for approximate abatement for this facility. The Scope of Work is for the proper removal, disposal and cleanup of hazardous materials identified in the reports issued by Terracon Consultants, Inc. dated February 2, 2023, and dated September 7, 2023.

Bidders are responsible for removal/demo of any materials and equipment necessary to fully removal all hazardous materials.

Bidders must verify actual quantities and conditions.

Lump Sum Bid – (express amount in both words & figures for abatement, universal waste removal and 3rd party air monitoring, payment, and performance bond)

\$ Forty-one thousand, four hundred Dollars (\$ 41,400 .00)

Subcontractor for 3rd Party Air Monitoring -

St. John Environmental

Number of working days needed to complete the above Scope of Work, if the work can be completed in less days than what is shown. There will be no increase in price if the work can be completed in fewer days.

Number of calendar days to complete Phase 1: 2-days

Number of calendar days to complete Phase 2: 2- weeks

7. BID ALTERNATES:

a. **Voluntary Alternate No. 1 -**

\$ NA Dollars (\$ _____ .00)

November 7, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Community Center Renovations – Hazardous Materials Abatement, Bid # 13981

The Community Center was built in 1966 using hazardous material that will require abatement during the ongoing renovation project.

The City issued a Request for Proposal to 135 suppliers on September 27, 2023.

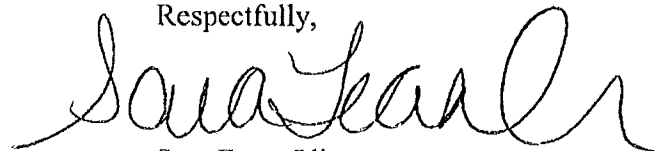
Upon closure of this opportunity, the City received proposals from eight (8) qualified firms.

Proposals were reviewed by Kyle Henke, Director of Parks and Recreation, Nick Morris, Procurement Office, and Navigate Building Solutions, owner representative. Navigate Building Solutions then interviewed the four (4) lowest bidders and it was determined that Environmental Operations, Inc. is the lowest, responsible bidder.

The Parks and Recreation Department is requesting approval to appropriate funds in the amount of \$56,400.00 from the Park Improvement Fund to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRCT".

Attached is a request from Kyle Henke, Director of Parks and Recreation, for a resolution authorizing the City to enter into a contract with Environmental Operations, Inc for a do not exceed amount of \$56,400.00, which includes a contingency of \$15,000.00, for hazardous materials abatement.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver". The signature is fluid and cursive, written over the printed name.

Sara Foan-Oliver
Director of Procurement

BILL 11011

ORDINANCE

AN ORDINANCE APPROPRIATING \$15,000 FROM THE PARK IMPROVEMENT FUND BALANCE TO THE PARKS BUILDING AND SITE IMPROVEMENT ACCOUNT, PROJECT #PR2405, ACCEPTING THE BID OF INTERTEK-PSI IN THE AMOUNT NOT TO EXCEED OF \$15,000 (WHICH INCLUDES A CONTINGENCY OF \$2,274) FOR COMMUNITY CENTER MATERIAL TESTING AND SPECIAL INSPECTION AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City solicited bids for Community Center Material Testing and Special Inspection, and

WHEREAS, the most responsible bid received were that of Intertek-PSI which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Parks and Recreation, and

WHEREAS, funds in the amount of \$15,000 needs to be appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvement), Project #PR2405.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$15,000 are hereby appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvement), Project #PR2405.

SECTION 2. The bid of Intertek-PSI in the amount not to exceed of \$15,000 (which includes a contingency of \$2,274) for Community Center Material Testing and Special Inspection is hereby accepted and approved.

SECTION 3. The Mayor is hereby authorized and directed to enter into a contract with Intertek-PSI in the amount not to exceed of \$15,000 (which includes a contingency of \$2,274) for Community Center Material Testing and Special Inspection.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 11/16/2023

Step #1:

Strategic Plan YES Goal # & Title Community Center Upgrade

Background To Issue:

During the Community Center renovation project, various material testing and special inspections will be required.

Recommendations and Action Requested:

The two specific recommended requests include:

#1) An appropriation of \$15,000 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRUCT".

#2) A recommendation to enter into a contract with Intertek-PSI for a not to exceed amount of \$15,000, that includes a contingency of \$2,274 for Community Center materials testing.

Alternatives Available:

None

Does this project have a public information component? Yes No

Cost: \$15,000.00 Account #: 302-08-080-000-000-620020 Project #: PR2405

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: NO

Total project funding is being set aside and requires appropriating to advance the project prior to final contract signing.

BY: Kyle Henke

Date: 11/6/2023

Authenticated:

You can attach up to 3 files along with this request.



23-1107_KCC_Materials
Testing Memo_FINAL.pdf
Adobe Acrobat Document
1.16 MB



Materials Testing Memo 2.doc
Microsoft Word 97 - 2003
Document
114 KB

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/7/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Park Improvement Fund Balance

To Account # or Fund Name: 302-08-080-000-000-620020

Finance Director's Comments:

Park Improvement fund balance is available and sufficient for \$15,000 in GL account 302-08-080-000-000-620020, Building and Site Improvement, Project PR2405, CONSTRCT, Community Center Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/8/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11/13/2023

From the desk of...
Kyle Henke, Superintendent of Recreation
111 S. Geyer Road, Kirkwood, Missouri 63122
Phone: 314.822.5856 Fax: 314.984.5931
E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Kyle Henke
CC: David Weidler, Sandra Stephens, Russ Hawes
Date: 11/7/2023
Re: Materials Testing for the CC Renovations

This memo serves as the recommendation to accept the most responsible proposal for the Materials Testing for the Community Center Renovations. Navigate Building Solutions has solicited proposals from firms for the 3rd party materials testing and special inspections scope of work for the Community Center Renovation. Due to the anticipated small contract size, a Request for Proposal was sent directly to (4) professional firms. NAVIGATE provided each firm with the scope of work and the bid documents (plans and specifications) which indicated the structural requirements for special inspections.

Two of the four vendors responded with pricing proposals. Navigate Building Solutions interviewed the two bidders, asked questions concerning scope, duration, methods, etc. Intertek-PSI is the low qualified bidder, includes all necessary scope of work, and is within budget.

The two specific recommendations are to #1) request an appropriation of \$15,000 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRCT". and #2) enter into a contract with Intertek-PSI in the amount not to exceed \$15,000.00 that includes a contingency of \$2,274.

Please find attached a recap of the proposals along with copies of the two proposals.

**Kirkwood Community Center -
Testing**

October 31, 2023

CONTRACTOR	SCI Engineering	PSI / Intertek	Geotechnology	Terracon
Contact Name - Mfg	Karl Koenigsfeld	Craig Tredway	Luke Heuerman	Jason Guilford
Phone Number	636.949.8200			
Email	koenigsfeld@sciengineering.com	craig.tredway@intertek.com	heuerman@geotechnology.com	Jason.Guilford@terracon.com
Base Bid	-	-	Declined 9/27/23	No Bid
General Inspection, Fill, Subgrade	\$3,325.00	\$3,100.00		
Foundations (Concrete, Reinforcement)	\$1,100.00	\$1,316.00		
Concrete Inspection & Testing (Incl Reinforcement)	\$3,295.00	\$2,695.00		
Structural Steel	\$11,260.00	\$1,480.00		
Masonry	\$0.00	\$1,700.00		
Engineering	\$2,075.00	\$2,435.00		
Firestop Inspection/Observation	\$12,800.00	covered w/ trips		
Alt.1 - Pavilion	Incl	Incl - 4 trips total steel		
TOTAL PRICE	\$33,855.00	\$12,726.00	Declined 9/27/23	No Bid



Intertek-PSI
11826 Borman Drive
St. Louis, Missouri 63146

Tel +1 314 423 8073
Fax +1 314 432 5119
intertek.com/building

Cover Letter

October 12, 2023

City of Kirkwood
Kirkwood Community Center Renovations
111 South Geyer Road
Kirkwood, Missouri 63122

Attn; Kyle Henke – Director of Parks and Recreation

Henkekk@kirkwoodmo.org

RE: SOQ for Construction Material Testing and Special Inspections
Kirkwood Community Center Renovations
111 Geyer Road
Kirkwood, Missouri

Dear Mr. Henke:

Professional Service Industries, Inc. (PSI), an Intertek Company, is pleased to present this response to your Request for Qualifications (RFQ) dated September 25, 2023, for the referenced project. We believe there are many reasons why PSI is the best choice to provide these services for the City of Kirkwood. Specifically, we offer the following benefits for your consideration:

- ✦ **Related Experience** – Nationally, PSI has provided materials inspection and testing for hundreds of high rise commercial, residential retail and education projects. In recent years our local staff has provided these services to numerous projects involving municipalities. We understand the sensitive nature of working with municipal institutions and we are aware of the importance of accommodating schedules to avoid disrupting community functions. PSI has been a part of the construction team for the following recent municipal projects:
 - **City of Maplewood Community Center**
 - **City of Valley Park City Hall**
 - **New Melle fire House No. 1**
 - **City of Brentwood Community Center**
- ✦ **Understanding of Scope** – PSI has reviewed the project scope as presented in the RFP dated September 25, 2023. PSI has the certifications and expert personnel to perform the required and requested testing and inspection services for the project. PSI's completed reports will be submitted promptly to the project team.
- ✦ **Ability to Perform** – PSI understands your need for a dependable, quality engineering and consulting firm to provide cost effective and reliable solutions. We know that the components of a successful project include utilizing personnel who are qualified, certified, cross-trained and experienced in the required tasks; providing a quality service; and providing these services in a timely fashion as dictated by our client. These components must work in harmony for any project to be successfully completed. We have a proven record of client retention that demonstrates our ability to satisfy our clients with their goals in mind.

PSI's expertise in geotechnical engineering comes from our dedicated technical staff, experienced project managers, and diverse project experience. Our solutions are non-prescriptive, practical, and specific to



your project design needs. Whether the project is a single-story office/retail development, or a multi-story industrial facility or skyscraper, our high-level technical staff provide solutions to your geotechnical engineering problems that have real value. We avoid the typical industry standard of “copy-and-paste” prescriptive recommendations, and work alongside your design teams to add value from project conception to completion. Our value-based geotechnical engineering solutions have saved our clients’ money on high-plasticity clay remediation, slope/retaining wall stability, ground improvements for seismically sensitive sites, and foundation design, while providing critical collaborative insights between architect, structural engineer, and owner that solve site development and design constraints.

PSI will provide experienced technical personnel to perform testing and inspection services as requested in general accordance with project specifications. The resumes for the proposed PSI personnel are attached to this Statement of Qualifications. PSI will provide technicians that meet the guidelines outlined in the RFQ and perform tests and inspections, under the general supervision and review of the project manager. All the work will be performed in accordance with the project specifications and Special Inspection requirements set forth by the project architects and structural engineers.

PSI maintains complete facilities and equipment for inspection and testing of soil and foundations, concrete, pavement, masonry, structural, metals, roofing, and specialty areas. In addition, PSI performs a full range of consulting engineering services including investigation and evaluation of material failures and/or deterioration, forensic evaluation of all types of construction materials and/or structures, and establishment of QA/QC procedures for construction projects.

This Statement of Qualifications includes a summary of our company information, details of our project team and our understanding of the work to be performed on the project. We appreciate your consideration of the qualifications and materials presented in this submittal. Please contact us if you have any questions (314) 432-8073.

Sincerely,

PROFESSIONAL SERVICE INDUSTRIES, INC.



Craig Tredway
Department Manager - Primary Contact



Matthew Ehlen, P.E.
Staff Engineer

PSI – AT A GLANCE	
Date Established	PSI was formed in 1962 and incorporated in Delaware in June of 1972. In 1987, PSI merged with Pittsburgh Testing Laboratories, a firm dating back to 1881. Locally in St. Louis, PSI was known as Pittsburgh Testing Labs since 1881 until joining the PSI Team. PSI was acquired by Intertek in 2015.
Local St. Louis Office	11826 Borman Drive, St. Louis, Missouri 63146 314-432-8073
Employees	- 2,000 people in 100 offices nationwide - 35 professionals in St. Louis, Missouri-
Average Workload/Volume	- Approximately 30,000 projects Nationwide annually - Approximately 500 projects in Missouri annually - Annual Nationwide PSI Revenue: over \$275 million - Annual Missouri Revenue: over \$10 million
Scope of Services	- Construction Materials Testing & Inspection - Construction Materials Laboratory Services - Geotechnical Investigation and Soils Testing - Environmental Services - Facilities Consulting- Roofing, Building Envelope, ADA Compliance - Industrial Hygiene: Asbestos, IAQ, Mold Management - Specialty Testing

Related Experience – References

- 1) **Wentzville North Point High School and Middle School** - Matt McDermott, AIA – Architect
 Wentzville School District
 c/o Hoener Architects
 6707 Plainview Avenue
 St. Louis, Missouri 63109
mmcdermott@hoenerarchitects.com
 314-781-9855
 PSI Personnel – Matt Ehlen (Project Engineer), James Overholt (Project Manager), Jordan Holmes
 Date – March 2019 through December 2021
 Performed materials testing and special inspections for the two new School Projects on North Point Prairie Road. PSI performed these inspections including the Geotechnical investigation, and all the Special Inspections for the project.

- 2) **Webster Groves Firehouse No. 2** – Matt Nigh – Navigate Building Solutions
 City of Webster Groves – Office of the City Manager
 1302 S. Elm Avenue, Webster Groves, MO 63119
matt@navigatebuildingsolutions.com
 (314) 402-5435
 Date – January 2021 – October 2022
 PSI Personnel - Matt Ehlen (Project Engineer), James Overholt (Project Manager), Faro Vitale
 Performed materials testing and special inspections for the new Firehouse No. 2. This is an 11,400 SF facility constructed of structural steel and structural masonry components. Concrete pavement was used on this project in all parking and drive lanes.

- 3) **Riverport Trade Center (Building 1, 2 & 3)** – Matt Militzer – Northpoint Development
City of Maryland Heights
matt.militzer@northpointkc.com
(314) 239-7830
Date - October 2021 – December 2022
PSI Personnel – Daniel Iffrig (Geotechnical Engineer) Matt Ehlen (Project Engineer), James Overholt (Project Manager), Jordan Holmes (Technician)
Performed Geotechnical investigation, Materials testing and all the Special Inspections for the for the three tilt-up concrete buildings totaling 950,000 SF. Worked closely with the City of Maryland Heights inspectors to ensure that the Special Inspection needs of the buildings were met. The city of Maryland Heights has very stringent inspection guidelines and PSI was able to meet the needs of the city and our client.
- 4) **Lincoln County FPD** - Project Contact – Matt Nigh, Navigate Building Solutions
675 Highway C, Moscow Mills, Missouri
matt@navigatebuildingsolutions.com
(314) 402-5435
Date - February 2022 – May 2023
PSI Personnel- Dan Iffrig, Matt Ehlen, Jordan Holmes and Faro Vitale
Construction consisted of a single-story, approximately 9,836 square foot firehouse with ancillary parking areas, with no basements, retaining walls, below grade structures, or slopes. Approximately one-half of the structure footprint is dedicated to storage of firehouse vehicles, and the other half is dedicated to offices, living quarters, a small weight room, and other service rooms. The structure is constructed of masonry block walls and concrete floor slabs. PSI provided Geotechnical Exploration and Construction Materials Testing and Special Inspections.

Description of Approach to Scope of Work

PSI can provide the testing and inspection necessary to satisfy all the services listed in the RFQ for the Kirkwood Community Center Renovations project from our St. Louis Office.

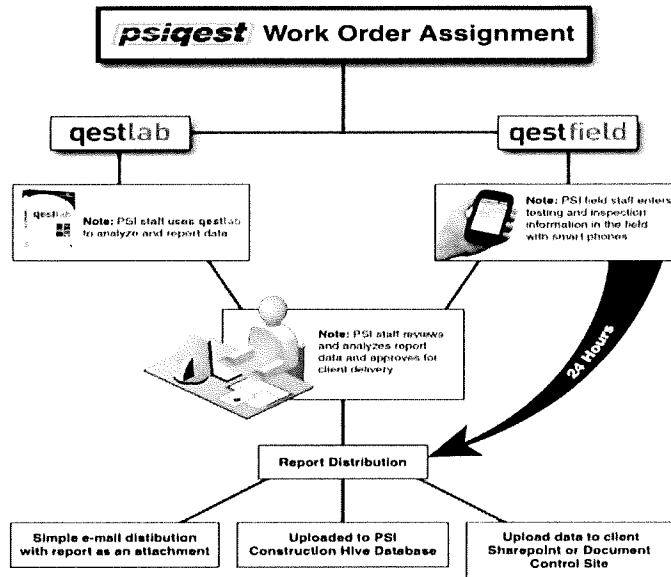
PSI understands that there are two (2) phases being proposed for this project. Phase 1 Scope of Work includes renovations to the West Gymnasium, first floor lobby, ice rink warming and dining room, ice rink restrooms, sitework and exterior. Phase 2 Scope of Work includes renovations to the East Gym, first floor restrooms, elevator, 2nd floor, and 3rd floor.

Our St. Louis office is centrally located at 11826 Borman Road, in Maryland Heights. We routinely have personnel working in the St. Louis area. We can also quickly move people and equipment from neighboring offices to meet sudden unexpected needs. PSI is uniquely positioned in our ability to assemble a Project Team comprising highly experienced and dedicated personnel. Our St. Louis, Missouri staff includes engineers, inspectors and technicians who are experienced and certified in all the required testing disciplines. We are in an excellent position to service the Kirkwood Community Center Renovations project and do not anticipate any issues in devoting the necessary personnel, equipment and financial resources necessary to complete these projects. PSI understands that each project the University takes on is unique and each may require a slightly different approach to management. PSI stands ready to meet these needs and tailor a team to each specific project.

PSI has an extensive in-house QA/QC program that requires all documents and work to be reviewed by a Principal Consultant. A Principal Consultant in PSI is one that has proven, by an internal process, to be a seasoned reliable expert in a specific field and has shown the ability; to provide technical expertise, to oversee, to provide review of documents, to train and to mentor. Our registrations, certifications, skilled personnel and years of experience allow PSI to provide you the most comprehensive package of professional services offered by a single-source inspection, consulting, engineering, and testing company. PSI has a reputation for providing high quality service to our clients. We have a functioning Quality Control

Plan and organization that covers all services provided by PSI. We assure top quality service by using qualified and certified personnel, modern calibrated equipment, following written procedures for testing and inspection, routine review of work product, routine quality assurance inspections and periodic audits of documents. All PSI reports and engineering recommendation letters are reviewed by a PC prior to issuance.

Daily Reports will be issued to the construction team, for all inspection, testing, and verification services. We can also provide hand-written daily field reports to the Project Manager and any others that are authorized to receive them. These will be followed by signed reports through our QEST reporting system in a timely fashion. Failing tests will be immediately reported.



PSI QESTField

PSI field personnel will use our in-house proprietary **QESTField** operating system to allow streamlined data entry in real-time. Each report will clearly identify the construction activity completed or performed on the project and will include the information requested in the RFQ dated May 24, 2023.

PSI Engineers or Project Manager will review field and laboratory inspection and/or test reports within one business day from test and/or inspection completion. PSI will utilize our in-house proprietary **“PSIQEST”** and **“PSI Construction Hive”** to distribute test and

inspection reports via the Internet and/or E-mail within one (1) business day after completion of the test. An important feature of QEST Field is its ability to “flag” the emails containing reports with discrepancies pertaining to the project plans and specifications. This allows the team to better focus on information requiring attention.

Client References

See Related Experience above.

Team History and Technical Qualifications, Key Personnel and Sub-Consultants

PSI’s experience and ability to assemble a technical team consisting of senior project managers, senior technical professionals, onsite project managers, and laboratory staff allows us to respond to any quality control situation that may arise during the project. PSI prides itself on becoming an integral part of the project team. PSI understands that the execution of a successful project is dependent upon how well the team operates. For a team to be successful, communication, availability, and diversity are a must. These three attributes are just some of many qualities that set PSI apart from our competition.

Daniel Iffrig, P.E. (Geotechnical Project Manager) Dan will be the lead geotechnical engineer for the project. He will also be the project manager for the geotechnical portion of the project. It will be task to perform the investigation per the scope of services given in the RFQ. Daniel has geotechnical experience providing and managing soil exploration using conventional drilling, excavations, and cone penetration test methods. He also has experience in geotechnical design involving retaining walls, slope stability, sheet piling, and soil nail systems, in addition to 3-D groundwater modeling. He has performed various field tests including packer, pressure meter, plate load, field soil resistivity, RIMAC, and dynamic cone penetrometer testing. He has experience in advanced geotechnical laboratory testing including tri-axial, consolidation, and uniaxial rock core testing in accordance with ASTM standards.

Craig Tredway (Construction Materials Department Manager) – Mr. Tredway is responsible for the operations and personnel supporting the department as well as maintaining the AASHTO laboratory accreditation. He also oversees quality control and reporting requirements and enforces the safety standards for office, laboratory and field personnel. Mr. Tredway will be responsible for project management tasks including staff scheduling, project estimating, and report review.

Matthew Ehlen, P.E. (Project Engineer/Project Manager) – As the main point of contact, Mr. Ehlen's primary role is to communicate the project specifications to the certified technicians, field and laboratory personnel and relay any necessary information to the project team. Mr. Ehlen will establish contact with the project team to discuss conditions encountered both during and after the field and laboratory testing, and during production of the report. Mr. Ehlen will monitor the project budget and oversee the preparation of the final report to be issued to the City of Kirkwood. Working with the project team under his immediate supervision, Mr. Ehlen is responsible for development recommendations for support and guidance of the proposed construction.

James Overholt, Project Manager/Special Inspector – Mr. Overholt has an extensive background in testing and inspection on buildings and municipal construction projects. Mr. Overholt has been with PSI for over 5 years and has over 15 years' experience with other firms. Mr. Overholt holds several certifications that are required for the testing and inspection for the Kirkwood Community Center Renovations project.

Steve Brown (Certified Welding Inspector) Mr. Brown will be the primary Certified Welding Inspector assigned to the project. He brings 42 years of steel inspection, welding inspection and overall special inspection to the PSI project team. Mr. Brown has been with PSI for the entirety of his career and has worked on many St. Louis construction projects.

Jordan Holmes – Sr. Field Technician – Mr. Holmes has been with PSI for 8 years. He has worked on many different types of buildings and construction projects. Mr. Holmes has several certifications including ACI Concrete Technician and MoDOT Soils Technician. These certifications along with his years in testing and inspection give him key insights into the project and its testing requirements

Certifications: It is important to consider the training and certification of the onsite personnel, as well as the materials laboratory staff. PSI brings the following resources to the Kirkwood Community Center Renovations project:

• Field Personnel Certifications Include:

- MODOT
- American Concrete Institute (ACI)
- International Codes Council
- NICET
- American Society for Nondestructive Testing (ASNT)
- Certified Welding Inspector (CWI)
- Fire-stopping (FIT II)



• Laboratory Accreditations/Associations

- American Association of State and Highway Testing Officials (AASHTO),
- AMRL Proficiency, CCRL Proficiency and MODOT
- American Architectural Manufacturers Association (AAMA)
- National Fire Protection Association (NFPA)



Itemized Quote for Services

Description of Services	Quantity	Unit Fee	Unit	Total
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General Inspection & Testing Services - Compaction Testing of Engineered Fill, Subgrade and Subbase Materials, Proof-roll Observations

Engineering Technician	40	56	hour	2,240.00
Vehicle Charge	8	30	each	240.00
Moisture Density Relationship ASTM D-1557	1	210	each	210.00
Moisture Density Relationship ASTM D-1557, Base Course	1	210	each	210.00
Atterberg Limits/Sieve Analysis	2	100	each	200.00

\$3,100.00

Foundation Inspection (Incl. Concrete & Reinforcement)

Senior Engineering Technician	16	56	hour	896.00
Vehicle Charge	4	30	trip	120.00
Compressive Strength Test (Cylinders)	20	15	each	300.00

Subtotal \$1,316.00

Concrete Inspection & Testing (Incl. Reinforcement)

Engineering Technician	20	56	hour	1,120.00
Cylinder Pickup	5	195	each	975.00
Vehicle Charge	5	30	trip	150.00
Compressive Strength Test (Cylinders)	30	15	each	450.00

Subtotal \$2,695.00

Structural Steel Bolting, Welding & Decking Inspection

Certified Welding Inspector	16	85	hour	1,360.00
Vehicle Charge	4	30	trip	120.00

Subtotal \$1,480.00

Masonry Inspection

ICC Masonry Inspector	20	65	hour	1,300.00
Vehicle Charge	4	30	trip	120.00
Compressive Strength Test (Prisms)	8	20	each	160.00
Compressive Strength Test (Cubes)	6	20	each	120.00

Subtotal \$1,700.00



Engineering

Engineering Report Review	35	45	each	1,575.00
Project Management	4	95	hour	380.00
Professional Engineer Certification	4	120	hour	480.00

Subtotal \$2,435.00

Estimated Total Cost: \$12,726.00

**Schedule of Services and Fees
 Effective January 1, 2024**

Laboratory Testing Services

CONCRETE/MASONRY:

Laboratory compression testing of concrete cylinders
 in accordance with ASTM Procedures.

Concrete Cylinders cast by PSI	Each	\$	15.00
6X12 Concrete Cylinders	Each	\$	30.00
Concrete Cylinders cast by others and delivered to PSI.....	Each	\$	30.00
Concrete Cores	Each	\$	30.00
Concrete Beams.....	Each	\$	60.00
Masonry Block Prism	Each	\$	90.00
Grout Prisms and Mortar Cubes	Each	\$	20.00
Trimming of irregular client cast cylinders to meet	Each	\$	30.00
Maturity Meter Sensors.....	Each	\$	75.00
Calcium Chloride Test Kit	Each	\$	45.00
Relative Humidity Probes.....	Each	\$	95.00
Initial Set Time Testing – Fresh Concrete.....	Each	\$	800.00

SOIL/AGGREGATE:

Moisture density relationship:

ASTM D-698 (Standard) or D-1557 (Modified)	Each	\$	210.00
ASTM D-4253 and D-4254 (Relative) density	Each	\$	200.00

Sieve Analysis (C136):

Unwashed	Each	\$	100.00
Washed.....	Each	\$	100.00
Aggregate > 1"	Each	\$	120.00

Materials Finer than #200 (C117)	Each	\$	80.00
Atterberg limits determination.....	Each	\$	100.00
Specific Gravity & Absorption (C127/C128)	Each	\$	100.00
Organic Impurities (C40).....	Each	\$	50.00
Moisture Content	Each	\$	10.00
Unit Weight	Each	\$	30.00

ASPHALTIC CONCRETE:

Extraction and gradation	Each	\$	250.00
Marshall Density (set of 3)	Per Set	\$	220.00
Marshall Stability and Flow (set of 3).....	Per Set	\$	200.00
Maximum Theoretical Specific Gravity (Rice Test)	Each	\$	120.00
Bulk specific gravity of asphalt cores	Each	\$	33.00
Thickness determination of asphalt cores	Each	\$	18.00

FIREPROOFING:

Adhesion/Cohesion.....	Each	\$	30.00
Density	Per Set	\$	30.00



**Schedule of Services and Fees Continued
 Effective January 1, 2024**

Floor Flatness and Levelness

Testing for Floor Flatness and Levelness Each Pour \$ 700.00

Field Testing Services

Engineering Technician

Field test of concrete and casting of sample specimens
 In-place density tests of compacted fill material and asphaltic concrete
 Transportation of sample specimens to the laboratory
 Jobsite concrete quality control..... Per Hour \$ 56.00

Field Testing Services (Continued)

Special Inspector – IBC, ICC Certified

Fireproofing Inspection
 Wood Truss Inspection
 Framing Inspection
 Masonry Observation Per Hour \$ 65.00

Senior Engineering Technician

Subgrade observations/Proof-roll Observation
 Shallow footing observations
 Rebar observations
 Masonry Observation
 Floor moisture/Relative humidity testing
 Pier & pile installation observations
 Concrete batch plant observations
 Asphalt batch plant observations Per Hour \$ 60.00
 Concrete Test Cylinder Pick Up Each \$ 195.00

Coring Services

Coring machine operator (2-man Crew) Per Hour \$ 120.00
 Coring equipment service charge Per Day \$ 90.00

Advanced Field Testing Services

Ferrosan Operator Per Hour \$ 60.00
 Ferrosan Per Day \$ 500.00

Engineering Services

Chief Engineer Per Hour \$ 150.00
 Principal Consultant Per Hour \$ 120.00
 Senior Engineer/ Geologist Per Hour \$ 110.00
 Project Engineer/Scientist/Manager Per Hour \$ 95.00
 Report Review Per Report \$ 45.00
 Engineering Services to attend preconstruction meetings,
 test evaluation, and consultation Per Hour \$ 95.00
 Transportation Charge Per Trip \$ 30.00

Non-Destructive Testing and Inspection Services

Visual Welding Inspection (AWS, CWI) Per Hour \$ 85.00
 Magnetic Particle Inspection Per Hour \$ 85.00
 Ultrasonic Inspection Per Hour \$ 80.00

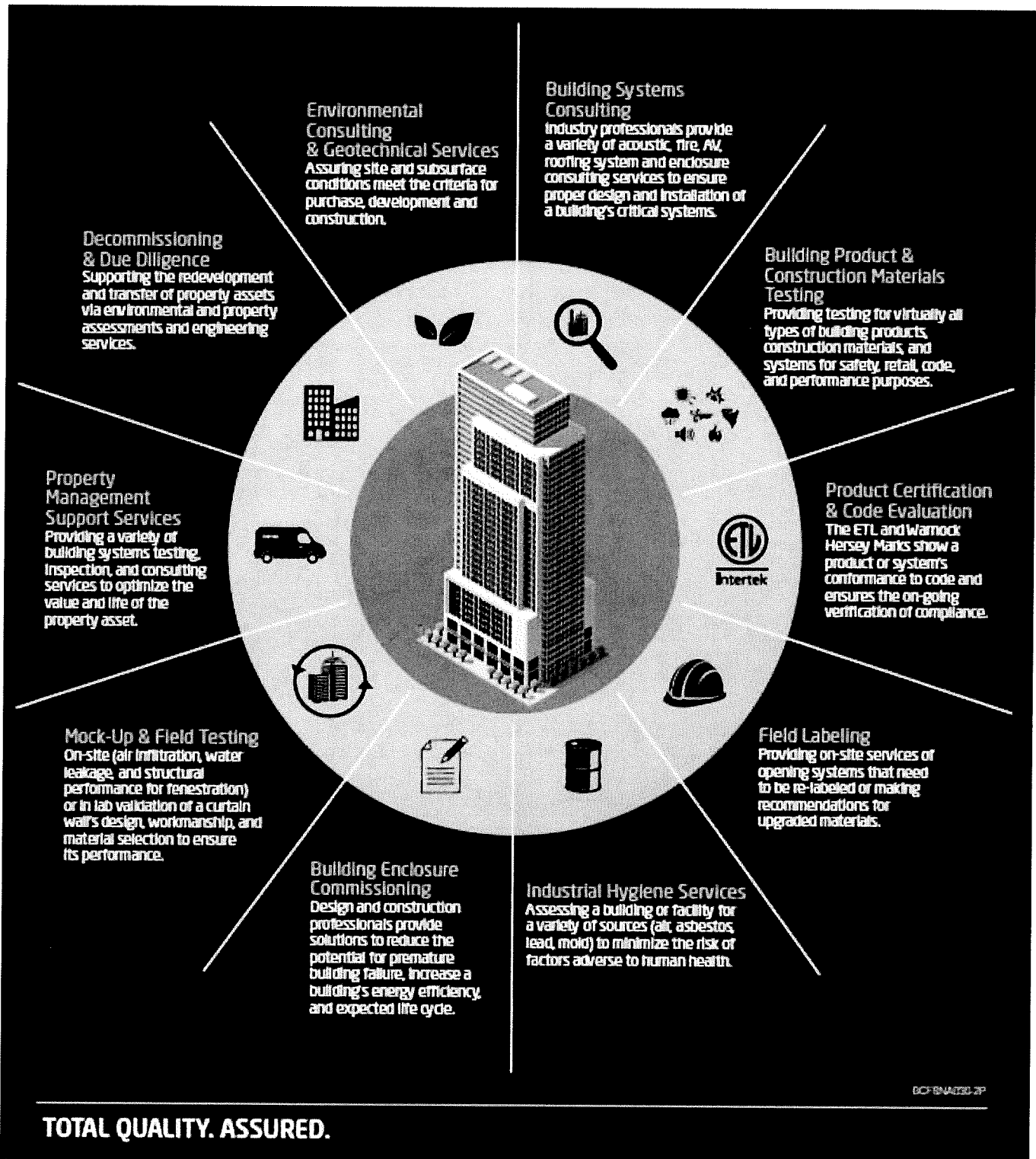
Schedule of Services and Fees Continued Effective January 1, 2024

Remarks

1. Unit prices are in effect for 6 months from the date of this proposal and are subject to change without notice thereafter. Services and fees not listed on this schedule may be quoted on request.
2. Overtime rates will be applicable for services performed in excess of 8 hours per day or for services performed for all hours worked on Saturdays, Sundays and holidays. The overtime rate will be 1.5 times the applicable hourly rate. This will be an 8-hour minimum charge.
3. All rates are billed on a portal-to-portal basis. The minimum billing increment for time is one hour.
4. Rates involving mileage (including transportation, mobilization, vehicle, and trip charges) are subject to change based upon increases in the national average gasoline price. A fuel surcharge shall be applied to invoices to offset the increase in fuel prices for a gallon of regular gasoline. Increases shall be made no more often than monthly.
5. A minimum charge of 4 hours applies to field-testing and observation services.
6. Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance notice and sample pickups will be assessed a minimum 2-hour charge.
7. Unless noted otherwise; Concrete cylinders are made in accordance with ASTM C-31 except for Section 10.1.2.
8. For construction materials testing and observation services, an engineering review charge of \$45.00 will be billed report issued.
9. A final inspection charge of a minimum of two hours at a Project Manager rate applies to all special inspection projects.
10. Drilling and field service rates are based on OSHA Level D personnel protection.
11. If report distribution is changed in the course of the project the clerical time required to modify the project file and distribute the reports will be billed at the clerical rate referenced above. Additional report copies will be charged at \$1.00 per page.
12. Services and fees not listed on this schedule may be quoted upon request.

A COMPLETE BUILDING SOLUTION

Everything you need from start to finish - Assurance, Testing, Inspection, and Certification



BCFBNA1230-2P

TOTAL QUALITY. ASSURED.

November 7, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Community Center Renovations – Material Testing and Special Inspection, Bid # 501043

As part of the larger Community Center renovation project, various material testing and special inspections will be required.

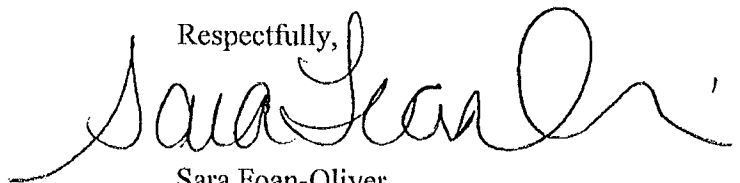
Navigate Building Solutions, the City's owner representative, has solicited proposals from firms for the 3rd party materials testing and special inspections scope of work for the Community Center Renovation. The request was sent to four (4) qualified firms and two (2) of these firms submitted their proposal.

Navigate Building Solutions interviewed these firms and it was determined that Intertek-PSI is the lowest, responsible bidder.

The Parks and Recreation Department is requesting approval to appropriate funds in the amount of \$15,000.00 from the Park Improvement Fund to account 302-08-080-000-620020, project "PR2405", Segment Code, "CONSTRUCT".

Attached is a request from Kyle Henke, Director of Parks and Recreation, for a resolution authorizing the City to enter into a contract with Intertek-PSI for a do not exceed amount of \$15,000.00, which includes a contingency of \$2,274.00, for material testing and special inspection.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Sara Foan-Oliver
Director of Procurement

BILL 11012

ORDINANCE

AN ORDINANCE APPROPRIATING \$1,169,702 FROM THE PARK IMPROVEMENT FUND BALANCE TO THE PARKS AND RECREATION BUILDING AND SITE IMPROVEMENT ACCOUNT, PROJECT #PR2405, AND ACCEPTING THE BID OF GARLAND/DBS, INC. IN THE NOT TO EXCEED AMOUNT OF \$1,169,702 (WHICH INCLUDES A CONTINGENCY OF \$50,000) (PURSUANT TO OMNIA PARTNERS COOPERATIVE AGREEMENT) FOR THE COMMUNITY CENTER ROOF REPLACEMENT, PENDING BUDGETARY APPROVAL, AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, the City may purchase items and services that have been competitively bid and awarded by Omnia Partners Cooperative Agreement, and

WHEREAS, staff recommends that the City enter into a contract with Garland/DBS, Inc. in the amount not to exceed of \$1,169,702 (which includes a contingency of \$50,000) for the Community Center Roof Replacement under Omnia Partners Cooperative Agreement #PW1925, and

WHEREAS, funds in the amount of \$1,169,702 needs to be appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvements), Project #PR2405, contingent upon council approval of the 2024/2025 Fiscal Year Budget.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$1,169,702 are hereby appropriated from the Park Improvement Fund Balance to Account #302-08-080-000-000-620020 (Building and Site Improvements), Project #PR2405, contingent upon council approval of the 2024/2025 Fiscal Year Budget.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Garland/DBS, Inc. in the amount not to exceed of \$1,169,702 (which includes a contingency of \$50,000) for the Community Center Roof Replacement under Omnia Partners Cooperative Agreement #PW1925.

SECTION 3. This Resolution is contingent upon council approval of the 2024/2025 Fiscal Year Budget.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 8/3/2023

Step #1:

Strategic Plan YES Goal # & Title Community Center Upgrades

Background To Issue:

As part of the larger Community Center renovation, identified roof sections with 1-6 years remaining life are slated for replacement. The Garland Company has previously provided roof condition assessments for the various existing roof systems at the Community Center – including a recommendation of replacement, retrofit, and/or repair.

Recommendations and Action Requested:

The specific legislative requests are as follows:

- 1) An appropriation of \$1,169,702 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRCT", which includes a contingency of \$50,000.
- 2) A recommendation to enter into a contract with Garland/DBS, Inc. for a not to exceed amount of \$1,169,702, for Roof Replacement and Repair Services, contingent upon FY25 budget approval.

Alternatives Available:

Continue to push required roof maintenance into the future.

Does this project have a public information component? Yes No

Cost: \$1,169,702.00 Account #: 302-08-080-000-000-620020

Project #: PR2405

If YES, Budgeted Amount:

If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Budgeted: NO

Funds are in the Park Improvement Fund, fund balance and are available and expected to be used for the Community Center Renovations.

BY: Kyle Henke

Date: 7/25/2023

Authenticated:

You can attach up to 3 files along with this request.



Roof Replacement Memo
2.doc
Microsoft Word 97 - 2003
Document
116 KB



Roofing Scope 2023
File
272 KB



23-1107_KCC_Roof
Replacement Memo_Final.pdf
Adobe Acrobat Document
270 KB

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing**

Director's approval).

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/13/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



File Attachment

File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Park Improvement Fund Balance

To Account # or Fund Name: 302-08-080-000-620020

Finance Director's Comments:

Park Improvement fund balance is available and sufficient to appropriate \$1,169,702 in GL account 302-08-080-000-620020, Building & Site Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/13/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY:

Date: 11/13/2023

From the desk of...
Kyle Henke, Superintendent of Recreation
111 S. Geyer Road, Kirkwood, Missouri 63122
Phone: 314.822.5856 Fax: 314.984.5931
E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Kyle Henke
CC: David Weidler, Sandra Stephens, Russ Hawes
Date: 11/7/2023
Re: Roof Replacement for the CC Renovations

This memo serves as the recommendation to accept the most responsible proposal for the Roof Replacement and Repairs for the Community Center Renovations. The Garland Company has previously provided roof condition assessments for the various existing roof systems at the Community Center – including a recommendation of replacement, retrofit, and/or repair. As part of the larger Community Center renovation, identified roof sections with 1-6 years remaining life will be upgraded.

The City and Navigate Building Solutions (Owner's Representative) engaged with Garland/DBS (Design-Build Solutions, Inc). utilizing an established Cooperative Purchasing Agreement through Omnia Partners. Garland generated the bid documents including drawings and specifications and sent an RFP to six local roofing companies to solicit proposals for labor for the scope of work. Four proposals were returned to Garland, from Shay Roofing, Lakeside Roofing, Meinershagen Roofing, and Bi-State Roof Systems. Garland performed a complete evaluation of the proposals received and packaged the bids with the Garland material pricing utilizing the above-mentioned Cooperative Purchasing Agreement.

In addition to the base bid, multiple bid alternates were priced and reviewed in conjunction with the project's established budget. Navigate has performed a complete evaluation of the bids received and recommends acceptance of the revised base bid scope of work as identified in the proposal documents dated 10/09/2023.

It should be noted that while costs for this contract will actually be paid for in the next fiscal year, it is prudent to sign a contract at this time in order to ensure Garland/DBS

has an adequate amount of time to source materials and schedule staff. Final implementation of the contract would be subject to approval of the necessary funds in the FY 2024-25 budget.

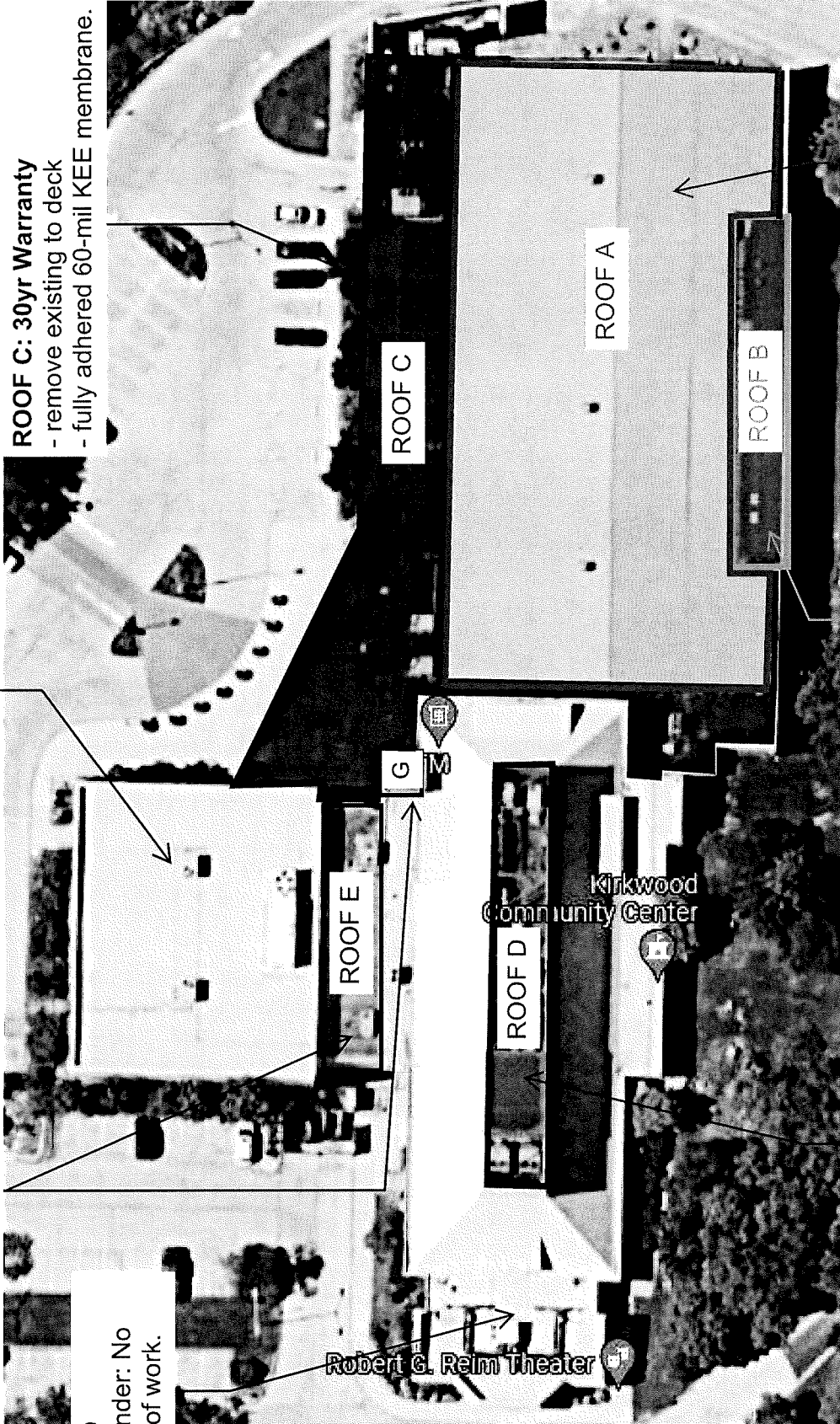
The specific legislative requests are as follows:

- 1) An appropriation of \$1,169,702 from the Park Improvement Fund, fund balance to account 302-08-080-000-000-620020, project "PR2405", Segment Code, "CONSTRUCT", which includes a \$50,000 contingency.
- 2) A recommendation to enter into a contract with Garland/DBS, Inc. for a not to exceed amount of \$1,169,702, for Roof Replacement and Repairs, Contingent upon the FY25 budget approval.

Roof F: No scope of work at West Gym. Patching only at new RTUs.

ROOF E and G: 30yr Warranty

- remove existing to deck
- fully adhered 60-mil KEE membrane)



ROOF C: 30yr Warranty
 - remove existing to deck
 - fully adhered 60-mil KEE membrane.

Roof D
 Remainder: No scope of work.

Roof D: 15yr Warranty

- Mechanical Wells Only
- 1-coat fluid applied urethane to all field seams
- topcoat fluid applied 'LiduiTec' urethane

ROOF B: 30yr Warranty

- remove existing to deck
- fully adhered 60-mil KEE membrane.

ROOF A: 10yr Warranty

- pressure wash metal
- caulk screws and tape joints
- (2) coats of fluid applied "Cool-Sil"
- Custom color



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Kirkwood
Kirkwood Community Center
111 S Geyer Rd
Kirkwood, MO 63122

Date Submitted: 10/09/2023
Proposal #: 25-MO-230492
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work: Base Bid (Roof Sections A, B, C, D Mechanical Wells Only, E & G)

Roof Section A

1. Pressure wash existing metal roof.
2. Caulking any screw heads.
3. Taping end laps with UniBond.
4. Base Coat of Cool-Sil at 1.5 gallons per square.
5. Top Coat of Cool-Sil at 1.0 gallons per square.

Roof Section B

1. Remove the existing roof system down to the structural metal deck and properly dispose of
2. Install a ½" gypsum board over the metal deck
3. Adhere an 80 mil SBS vapor barrier over the coverboard
4. Adhere new R-30 polyisocyanurate insulation over the new vapor barrier
5. Install a ½" gypsum board
6. Heat-weld a new 80 mil SBS modified base sheet
7. Fabricate and install all new edge metal out of 24ga. Kynar
8. Fully adhere a 60-mil fleece back KEE membrane over the entire field

Roof Section C

1. Cut the exiting EPDM into 10'x10' grids
2. Mechanically fasten a ½" gypsum board through the existing roof system/insulation into the metal deck
3. Heat-weld a new 80 mil SBS modified base sheet
4. Fabricate and install all new edge metal out of 24ga. Kynar
5. Fully adhere a 60-mil fleece back KEE membrane over the entire field.

Roof Section D - Mechanical Wells Only

1. Roof Sections D Mechanical Wells to receive installation of 15 year fluid applied LiquiTec System.

Roof Sections E & G

1. Remove the existing roof system down to the existing metal deck
2. Adhere new R-30 polyisocyanurate insulation over the new vapor barrier
3. Install a ½" gypsum board
4. Heat-weld a new 80 mil SBS modified base sheet
5. Fabricate and install all new edge metal out of 24ga. Kynar
6. Fully adhere a 60-mil fleece back KEE membrane over the entire field.

Base Bid - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
Roof Section A					
23.01	Cleaning & Caulking: Pressure Wash to Clean Horizontal Surfaces	\$ 0.89	24,542	SF	\$ 21,842
15.07	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : RESTORATION OF A METAL ROOF SYSTEM WITH SINGLE-COMPONENT URETHANE Prepare Metal Roof Surface by Scraping, Sanding, Wire Brush or Blasting (USE SEPARATE LINE ITEM FOR BLASTING OR WIRE BRUSHING); Clean with TSP or Simple Green, Apply Primer with Rust Inhibiting and Chemical Corrosion Resistance at a Rate of 1/4 Gallon per Square; Wait at least 3 Hours for Primer to Dry; Strip in Seams, Around Penetrations and Fasteners with a Single-Component, Aliphatic Urethane at a Rate of 2 Gallons per Square / Reinforcement / 1 Gallon per Square (3 Gallons per Square on All Stripped in Areas) USE SEPARATE LINE ITEM; Wait 24-48 Hours; Apply Single-Component, Aliphatic Urethane as a Base Coat at a Rate of 1.5 Gallons per Square and Top Coat at a Rate of 1.0 Gallon per Square Over the Entire Roof According to Manufacturer's Specifications.	\$ 8.75	24,542	SF	\$ 214,743

15.30	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : REINFORCING SEAMS WITH SINGLE-COMPONENT URETHANE Reinforce Seams by Applying a Single-Component, Aliphatic Urethane 2 Gallons per Square / Reinforcement / 1 Gallons per Square (3 Gallons per Square on Seams)	\$ 12.99	1,500	LF	\$ 19,485
Roof Section B					
2.09	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply W/ Insulation - Metal Deck	\$ 2.48	3,615	SF	\$ 8,965
6.16.07	Roof Deck and Insulation Option: INSTALL PRIOR TO ROOF SYSTEM INSULATION: VAPOR BARRIER OPTION: TORCH-APPLIED VAPOR BARRIER ON METAL DECK: Mechanically-Fasten Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal); Heat Weld with Torch 1 Ply of SBS Modified Asphalt-Based, Fiberglass Reinforced Torch Base Sheet - Minimum of 80 lbf/in tensile Torch-Applied Base Sheet (ASTM D 5147) In Compliance with FM 1-90 Requirements	\$ 5.99	3,615	SF	\$ 21,654
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - TORCH APPLIED / SELF-ADHERING APPLICATION INSULATION OPTION: Mechanically Fasten Polyisocyanurate / Adhere Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) with Insulation Adhesive to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 6.13	3,615	SF	\$ 22,160
4.22	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION: Add for Providing an R-Value of 30 Instead of the Standard R-Value of 20 - All Applications Other Than Metal Roof Systems	\$ 1.56	3,615	SF	\$ 5,639
12.01.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.23	3,615	SF	\$ 11,676

12.14.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Fleece-Back Polymeric Cap Sheet (Top Ply) Adhered in Hot ASTM D 312 Type III OR IV Asphalt with Heat Welded Seams: POLYMERIC TOP PLY OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 10.93	3,615	SF	\$ 39,512
20.04.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: Single-Ply Flashings - Fully Adhered Single-Ply Roof Flashings Installed on Corresponding Single-Ply Roof Systems ROOF MEMBRANE OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 17.21	652	SF	\$ 11,221
Roof Section C					
2.46	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply to the Existing Insulation (Insulation to be Re-Used)	\$ 2.66	13,854	SF	\$ 36,852
4.09	Insulation Recovery Board & Insulations Options: RECOVERY BOARD TYPE 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) Installed Over an Existing Roof Mechanically Fastened to Roof Deck - Metal Deck	\$ 2.33	13,854	SF	\$ 32,280
12.01.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.23	13,854	SF	\$ 44,748
12.14.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Fleece-Back Polymeric Cap Sheet (Top Ply) Adhered in Hot ASTM D 312 Type III OR IV Asphalt with Heat Welded Seams: POLYMERIC TOP PLY OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 10.93	13,854	SF	\$ 151,424
20.04.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: Single-Ply Flashings - Fully Adhered Single-Ply Roof Flashings Installed on Corresponding Single-Ply Roof Systems ROOF MEMBRANE OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 17.21	2,344	SF	\$ 40,340

Roof Section D					
15.18	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : RESTORATION OF A MINERAL-SURFACED BURs/MODIFIED BURs ROOF SYSTEMS WITH TWO-COMPONENT, LOW-ODOR URETHANE & REINFORCED SEAMS Prepare Roof Surface by Cleaning with TSP or Simple Green, Use Portable Blowers to Clear the Roof Surface of Moisture; Reinforce Seams by Applying a Two-Component, Low-Oder Urethane 2.0 Gallons per Square / Reinforcement / 1.0 Gallon per Square (3 Gallons per Square on Seams) USE SEPARATE LINE ITEM, Wait 24-48 Hours, Apply Two-Component, Low-Oder Urethane as a Base Coat at a Rate of 2.0 Gallons per Square and a Top Coat at a Rate of 2.0 Gallons per Square Over the Entire Roof According to Manufacturer's Specifications.	\$ 12.20	3,400	SF	\$ 41,480
15.31	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : REINFORCING SEAMS WITH TWO-COMPONENT, LOW-ODER URETHANE Reinforce Seams by Applying a Two-Component, Low-Oder Urethane 2 Gallons per Square / Reinforcement / 1 Gallons per Square (3 Gallons per Square on Seams)	\$ 13.73	500	LF	\$ 6,865
Roof Section E & G					
2.09	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply W/ Insulation - Metal Deck	\$ 2.48	2,477	SF	\$ 6,143
6.16.07	Roof Deck and Insulation Option: INSTALL PRIOR TO ROOF SYSTEM INSULATION: VAPOR BARRIER OPTION: TORCH-APPLIED VAPOR BARRIER ON METAL DECK: Mechanically-Fasten Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal); Heat Weld with Torch 1 Ply of SBS Modified Asphalt-Based, Fiberglass Reinforced Torch Base Sheet - Minimum of 80 lbf/in tensile Torch-Applied Base Sheet (ASTM D 5147) In Compliance with FM 1-90 Requirements	\$ 5.99	2,477	SF	\$ 14,837
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - TORCH APPLIED / SELF-ADHERING APPLICATION INSULATION OPTION: Mechanically Fasten Polyisocyanurate / Adhere Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) with Insulation Adhesive to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 6.13	2,477	SF	\$ 15,184
4.22	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION: Add for Providing an R-Value of 30 Instead of the Standard R-Value of 20 - All Applications Other Than Metal Roof Systems	\$ 1.56	2,477	SF	\$ 3,864

12.01.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.23	2,477	SF	\$ 8,001
12.14.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Fleece-Back Polymeric Cap Sheet (Top Ply) Adhered in Hot ASTM D 312 Type III OR IV Asphalt with Heat Welded Seams: POLYMERIC TOP PLY OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 10.93	2,477	SF	\$ 27,074
20.04.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: Single-Ply Flashings - Fully Adhered Single-Ply Roof Flashings Installed on Corresponding Single-Ply Roof Systems ROOF MEMBRANE OPTION: ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 17.21	506	SF	\$ 8,708
Metal Edge Details (Roof Sections A, B & C)					
	Metal Stretch-Out: 24 Gauge Kynar Drip Edge with Four (4) Bends	\$ 15.91	350	LF	\$ 5,569
	Metal Stretch-Out: 24 Gauge Kynar Gravel Stop with Six (6) Bends	\$ 17.83	690	LF	\$ 12,303
	Metal Stretch-Out: 24 Gauge Kynar Expansion Joint with Eight (8) Bends	\$ 19.77	210	LF	\$ 4,152
	Metal Stretch-Out: 24 Gauge Kynar Counter Flashing with Two (2) Bends	\$ 14.00	640	LF	\$ 8,960
	Sub Total Prior to Multipliers				\$ 845,681
22.03	MULTIPLIER - MULTIPLE MATERIAL STAGINGS Multiplier is applied when labor production is effected by the time it takes to stage a roof multiple times. Situations include, but are not limited to staging materials to perform work on multiple roof levels, planned shutdowns and restarts, portion of the job is over sensitive work areas requiring staging from more than one point, etc.	25	\$ 845,681	%	\$ 211,420
22.12	MULTIPLIER - ROOF IS CONSIDERED NON-STANDARD ARCHITECTURE Multiplier is applied when labor production is effected because the roof area is not a box- or rectangular-shaped. Situations considered to be non-standard architecture can include, but are not limited roof areas that contains sharp angles and/or curves, have multiple roof area dividers or expansion joints, long and narrow	20	\$ 845,681	%	\$ 169,136

22.22	MULTIPLIER - ROOF SIZE IS GREATER THAN 30,000 SF, BUT LESS THAN 50,000 SF Multiplier is applied when Roof Size is greater than 30,000 SF, but less than 50,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a larger than average roof area resulting in fixed costs being a lower portion of the overall job costs	-3	\$ 845,681	%	\$ (25,370)
	Total After Multipliers				\$ 1,200,867

Base Bid (Roof Sections A, B, C, D, E & G):

Total Maximum Price of Line Items under the MICPA: \$ 1,200,867

Proposal Price Based Upon Market Experience: \$ 1,119,702

Garland/DBS Price Based Upon Local Market Competition (Base Bid):

Shay Roofing, Inc.	\$ 1,119,702
Meinershagen Roofing & Sheet Metal	\$ 1,475,862
Lakeside Roofing	\$ 1,653,507
Bi-State Roof Systems, Inc.	\$ 2,257,061

Unforeseen Site Conditions:

Wood Blocking (Nailer) Replacement	\$ 6.84 per Ln. Ft.
Additional Insulation Replacement	\$ 9.12 per Sq. Ft.
Decking Replacement	\$ 13.68 per Sq. Ft.
Decking Repair	\$ 10.26 per Sq. Ft.

Scope of Work: Add Alternate #1 (Roof Sections D Maintenance Work)

Roof Sections D - Preventative Maintenance for TPO Sloped Roof Section

1. **Inspection:**
 - a. Conduct a comprehensive visual inspection of the entire TPO roof surface.
 - b. Identify any visible signs of damage, wear, or deterioration such as tears, punctures, or seams separation.
 - c. Check for any debris, vegetation, or foreign objects on the roof surface.
2. **Cleaning:**
 - a. Remove any dirt, leaves, debris, or other loose materials from the roof surface.
 - b. Use approved cleaning agents and methods to remove stains, mold, or mildew as needed.
 - c. Ensure that all drainage components (scuppers, drains) are clear of obstructions.
3. **Repairs:**
 - a. Repair any identified punctures, tears, or damaged TPO membrane sections.
 - b. Address any issues with seams or flashings that may have come loose or deteriorated.
 - c. Replace any damaged or deteriorated sealants around roof penetrations.
 - d. Ensure all roof penetrations (vents, pipes, HVAC equipment) are properly sealed and in good condition.

Add Alternate #1 (Roof Sections D Maintenance Work):

Proposal Price Based Upon Market Experience: \$ 8,918

Garland/DBS Price Based Upon Local Market Competition (Add Alt #1):

Shay Roofing, Inc. \$ 8,918

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded. If permits are required, they will be addressed via Change Order
3. Plumbing, Mechanical, Electrical work is excluded.
4. Masonry work is excluded.
5. Interior Temporary protection is excluded.
6. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662

November 7, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Community Center Renovations – Roof Replacement, Bid # 500970

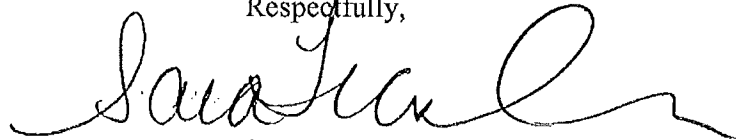
As part of the larger Community Center renovation project, several sections of the roof have been identified as nearing end of life and are slated for replacement. Kirkwood and Navigate Building Solutions, Owner's Representative, engaged with Garland/DBS, Inc. utilizing Omnia Partners cooperative purchasing agreement number PW1925.

Under the cooperative agreement, Garland/DBS, Inc. provided roof condition assessments of the existing roof systems, including a recommendation for replacement, retrofit, and/or repairs.

The Parks and Recreation Department is requesting approval to appropriate funds in the amount of \$1,169,702 from the Park Improvement Fund, fund balance to account 302-08-080-000-000, project "PR2405", Segment Code, "CONSTRUCT".

Attached is a request from Kyle Henke, Director of Parks and Recreation, for a resolution authorizing the City to enter into a contract with Garland/DBS, Inc. for a do not exceed amount of \$1,169,702 which includes \$50,000 in contingency for the replacement of the Community Center roof.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver", with a long horizontal flourish extending to the right.

Sara Foan-Oliver
Director of Procurement

RESOLUTION 143-2023

A RESOLUTION AMENDING THE CONTRACT WITH LUZCO TECHNOLOGIES, LLC BY INCREASING THE AMOUNT BY \$503,779 FOR AN ANNUAL NOT TO EXCEED AMOUNT OF \$1,593,779 FOR UTILITY DESIGN AND PROJECT MANAGEMENT SERVICES FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AMENDED CONTRACT.

WHEREAS, the City Council approved Resolution 30-2022 on March 17, 2022 entering into a contract with Luzco Technologies for Utility Design and Project Management Services for the Electric in the amount of \$840,000, and

WHEREAS, on January 19, 2023 the City Council approved Resolution 6-2023 amending the contract with Luzco Technologies by increasing the amount by \$250,000 for an annual not to exceed amount of \$1,090,000, and

WHEREAS, in addition to the Sugar Creek Substation project, Luzco Technologies will be overseeing service extensions for several other City of Kirkwood Electric projects, and

WHEREAS, staff recommends amending the contract with Luzco Technologies, LLC by increasing the amount by \$503,779 for an annual not to exceed amount of \$1,593,779 for Utility Design and Project Management Services for the Electric Department, and

WHEREAS, funds are available in Account #501-20-250-254-000-620080 (Distribution System Improvements), Project #EL2401, contingent upon budgetary approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor is hereby authorized and directed to enter into an amended contract with Luzco Technologies, LLC by increasing the amount by \$503,779 for an annual not to exceed amount of \$1,593,779 for Utility Design and Project Management Services for the Electric Department.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 7TH DAY OF DECEMBER 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 11/7/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal 1: Objective 1D - Monitor Infrastructure to Ensure Accomm...

Background To Issue:

On January 19th, 2023 council approved change order #1 to increase the annual not to exceed amount of the Luzco Technologies contract to \$1,090,000. The Electric Department is now requesting to increase the annual not-to-exceed amount by an additional \$503,779 brining and annual not-to-exceed amount to \$1,593,779.

Recommendations and Action Requested:

Approval of the resolution authorizing and directing the Mayor to amend the Luzco Technologies contract by increasing the amount by \$503,779 for a total annual not to exceed amount of \$1,593,779.

Alternatives Available:

The modernization of the distribution system is required to ensure reliable electric service is delivered efficiently and economically.

Does this project have a public information component? Yes No

Cost: \$1,593,779.00 Account #: 501-20-250-254-000-620080

Project #: EL2401

If YES, Budgeted Amount: \$3,078,850.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Budgeted: YES

Luzco continues to oversee the Sugar Creek Substation project. The equipment is scheduled to arrive in the spring of 2024 with the substation work starting in the fall of 2024. The new substation is scheduled to being operation prior to the summer of 2025. Kirkwood Electric's capital program continues to receive support for project management, substation design, substation transmission design, protective system engineering, and drafting technician services. Annual expenditures for the substation project will reduce considerably after the commissioning of the new substation but currently these services are required to complete the acceptance testing of equipment for the substation, complete the selection of a construction contractor, complete the system load shifting, and monitor the construction of the new substation. In addition, it should be noted that the project management support continues to be necessary to manage the new service extension for projects like the Community Center renovation, Train Station renovation, Aria Condominiums service extension, Commerce Bank Apartments service extension, Audi dealership expansion, Lou Fusz dealership modernization, Suntrup Ford dealership modernization, 4 Hands service extension, Essex Resurfacing pole relocations, and LED lighting upgrade project. The department recommends approval of the resolution.

BY: Mark Petty

Date: 11/27/2023

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/28/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



Resolution 13854.pdf
Adobe Acrobat Document
40.7 KB

 File Attachment

 File Attachment

Step #3: If budgetary approval is required **(Must have Finance Department's approval).**

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$1,593,779 in account 501-20-250-254-000-620080, Distribution System Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/30/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11-30-23

November 27, 2023

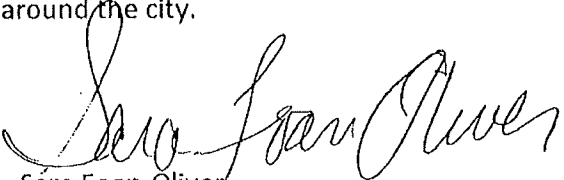
To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Substation Distribution System Engineering Services -13854 – Change Order #2

On January 19, 2023, a resolution was authorized for change order #1 for LUZCO Technologies in the amount of an additional \$250,000 for a total, not to exceed, amount of \$1,090,000. The Electric Department would like to increase the amount of the current contract by an additional \$503,779 creating a new annual not to exceed amount of \$1,593,779.

In addition to the Sugar Creek Substation project, LUZCO Technologies will be overseeing service extensions for several other City of Kirkwood projects. This project management support covers the Community Center renovation, Train Station Renovation, Aria Condominium service extension, Commerce Bank Apartments service extension, Audi Dealership expansion, Lou Fusz dealership modernization, 4 Hands service extension, Essex resurfacing pole locations and LED lighting upgrade project.

Attached is a request from Mark Petty, Electric Director, for change order #2 requesting an additional \$503,779 added to contract #13854 for a annual not to exceed total of \$1,593,779 to include project management support for several projects around the city.



Sara Foan-Oliver
Procurement Director

RESOLUTION 144-2023

A RESOLUTION ACCEPTING THE BID OF LYNN ELLIOTT CO KC IN THE AMOUNT OF \$1,850,000 FOR THE PURCHASE OF THREE PHASE PADMOUNT DUAL VOLTAGE TRANSFORMERS FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, pursuant to law, the City solicited bids for the purchase of Three Phase Padmount Dual Voltage Transformers for the Electric Department, and

WHEREAS, the most responsible bid received was that of Lynn Elliott CO KC in the amount of \$1,850,000, which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Electric, and

WHEREAS, funds are available in Account #501-20-250-254-000-620080 (Distribution System Improvements).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The bid of Lynn Elliott CO KC in the amount of \$1,850,000 for the purchase of Three Phase Padmount Dual Voltage Transformers for the Electric Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Lynn Elliott CO KC in the amount of \$1,850,000 for the purchase of Three Phase Padmount Dual Voltage Transformers for the Electric Department.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 7TH DAY OF DECEMBER 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 12/7/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal 1: Objective 1D - Monitor infrastructure to ensure accomm...

Background To Issue:

The Procurement Department solicited bids for pad mount transformers. These transformers are used for new services and modernization locations.

Recommendations and Action Requested:

Approval of the resolution authorizing the director of procurement to enter into purchase order in the amount of \$1,850,000 with Lynn Elliot. for pad mount transformers.

Alternatives Available:

Pad mount transformers are required to step down voltage for customer services.

Does this project have a public information component? Yes No

Cost: \$1,850,000.00 Account #: 501-20-250-254-000-620080

Project #:

If YES, Budgeted Amount: \$3,078,850.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Budgeted: YES

These transformers are essential for underground service conversions and new customers. Currently these 22 transformers have a 504 - day lead time and need to be ordered now while the department continues to seek alternatives to the supply chain situation. Bond dollars are available to cover the expense. The department recommends approval of the resolution.

BY: Mark Petty

Date: 11/27/2023

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/28/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



Resolution 13995.pdf
Adobe Acrobat Document
34.0 KB

File Attachment

File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$1,850,000 in account 501-20-250-254-000-620080, Distribution System Improvements to approve the above as requested.

BY: Sandra Stephens

Date: 11/30/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11-30-23

November 27, 2023

To: Russel B. Hawes, Chief Administrative Officer

For Your Consideration: Three Phase Padmount Dual Voltage Transformers, Bid #13995

Bids were opened on November 27, 2023. The bid tabulation is as follows:


<u>Vendor</u>	<u>Totals</u>
Lynn Elliott CO KC	\$1,850,000
Cape Electrical Supply	\$1,923,838

Bid requests were sent to a total of 132 suppliers through our eProcurement system, however, only those as mentioned above submitted.

The bids were provided to Mark Petty, Electric Director, for evaluation. It is recommended that the bid be awarded to Lynn Elliott CO KC, as their bid of \$1,850,000 is the lowest responsible bid meeting specifications.

Attached is a request from Mark Petty for a resolution authorizing a purchase order to be issued to Lynn Elliott CO KC in the amount of \$1,850,000 for Three Phase Padmount Dual Voltage Transformers.

Respectfully,



Sara Foan-Oliver
Director of Procurement

RESOLUTION 145-2023

A RESOLUTION ACCEPTING THE PROPOSAL OF CORDELIO/MORAIN SANDS, LLC IN THE AMOUNT OF \$610,500 ANNUALLY, FOR A TERM OF TEN YEARS PENDING BUDGETARY APPROVAL, FOR THE PURCHASE OF CAPACITY FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the City of Kirkwood passed and approved Resolution 26-2019 on February 7, 2019 entering into a contract with GDS Associates, Inc. for Power Supply Planning Services for the Electric Department, and

WHEREAS, Cordelio/Morain Sands, LLC submitted a proposal in the amount of \$610,500 annually, for a term of ten years, for the purchase of capacity for the Electric Department, and

WHEREAS, funds are to be available in Account #501-20-250-251-000-531005 (Electricity), pending budgetary approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Cordelio/Morain Sands, LLC in the amount of \$610,500 annually, for a term of ten years, for the purchase of capacity for the Electric Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a purchase order to Cordelio/Morain Sands, LLC in the amount of \$610,500 annually, for a term of ten years, for the purchase of capacity for the Electric Department.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 7TH DAY OF DECEMBER 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 12/7/2023

Step #1:

Strategic Plan YES Goal # & Title Goal 4: Objective 1C - Explore Alternative Energy sources and Co...

Background To Issue:

On November 2, 2023 Council approved a master agreement with Cordelio/Moraine Sands LLC for capacity from the Moraine Sands wind farm. Kirkwood Electric's power planning consultant GDS Associates has obtained indicative offers for long term capacity. Kirkwood Electric is now ready to transact.

Recommendations and Action Requested:

Approval of a resolution authorizing the Procurement Director to generate a purchase order in an amount not to exceed \$610,500 annually for a 10 year term for long term capacity with Cordelio/Moraine Sands LLC.

Alternatives Available:

Kirkwood Electric is required to obtain capacity to do energy transactions in the MISO market.

Does this project have a public information component? Yes No

Cost: \$610,500.00 Account #: 501-20-250-252-000-531005

Project #:

If YES, Budgeted Amount: \$22,549,744.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Budgeted: YES

The capacity is at a favorable market price, protects a portion of our capacity portfolio from market volatility for 10 years, is associated with a wind farm and aligned with our strategic goals. There will be one yearly payment each year, there is no debt required, and we only pay for the capacity credits we receive. The department recommends approval of the resolution.

BY: Mark Petty

Date: 11/27/2023

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 11/28/2023

Authenticated: sfo

You can attach up to 3 files along with this request.



Resolution 501061.pdf
Adobe Acrobat Document
28.7 KB

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$610,500 in account 501-20-250-251-000-531005, Electricity to approve the above as requested.

BY: Sandra Stephens

Date: 11/30/2023

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 11-30-23

November 27, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Master Agreement for Long-Term Power Capacity – 501061

The Electric Department is contracted with GDS & Associates to obtain offers for the future capacity rates for the City of Kirkwood.

GDS & Associates have presented Kirkwood Electric with an offer for a 10-year annual spend of \$610,500 with Cordelio/Morain Sands LLC for electric capacity from the Moraine Sands wind farm. This offer protects the City of Kirkwood from market volatility for 10 years and aligns with the City's goals for sustainability.

Mark Petty, Electric Director, requests a resolution authorizing a purchase order in the amount of \$610,500, annually, for a 10 year term with Cordeio/Morain Sands, LLC.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver", written in a cursive style.

Sara Foan-Oliver
Procurement Director