

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants and Projects Manager PRH
Through: Eric Meyer, Director of Economic Development and Planning GM
Date: March 20, 2012
Subject: EECBG Fire Stations Window Retrofit Project
(ARRA EECBG 2009 No. GT11-0810-0031)

REQUEST:

City Council approval is requested for MDA Grant Modification #2 for Grant Agreement #GT11-0810-0031 (ARRA Energy Efficiency & Conservation Block Grant Program). The purpose of the modification is to use \$13,500.00 in unexpended grant funds to expand the original scope of work to include the installation of (7) Low-E double pane windows at Central Fire Station prior to May 31st.

BACKGROUND:

After completing 100% of all construction work in the original scope of work for this project, \$13,500.00 remains in available funding. The total grant award for this project is \$110,000.00. The project has a completion date of May 31, 2012. The work to be performed is described below.

Work to be performed under this contract includes the removal and proper disposal of the existing seven (7) double pane or plate glass windows at the Central Fire Station located at 2502 College Circle, Gautier, MS and the purchase and installation of seven (7) new aluminum frame, high impact Low-E double pane windows. Windows will be installed to the existing blocking and exterior trim installed.

RECOMMENDATION:

The Economic Development staff recommends that City Council approve the MDA Grant Modification #2 as described above to purchase and install new windows at Central Fire Station. City Council may

1. Approve the proposed request.
2. Disapprove the proposed request.

ATTACHMENT(S):

Grant Agreement Modification #2 between MDA and City of Gautier

MODIFICATION OF GRANT AGREEMENT

BETWEEN

THE MISSISSIPPI DEVELOPMENT AUTHORITY,
ENERGY AND NATURAL RESOURCES DIVISION

AND

CITY OF GAUTIER

This MODIFICATION is made part of the Grant Agreement entered into on October 25, 2010 by and between the Mississippi Development Authority, Energy and Natural Resources Division and the City of Gautier and designated as grant No. GT11-0810-0031, Modification # 2.

In consideration of the agreement of the Parties hereto to modify the initial Grant Agreement between them, the Mississippi Development Authority, Energy and Natural Resources Division and the City of Gautier do hereby agree that effective on the date signed by the sub-recipient; said Grant Agreement is modified and amended as set out below:

The scope of work is changed as shown below:

FROM:

SCOPE OF WORK

Central Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 3 Ton SEER 18 HVAC system (1)
- Installation of 5 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)

North Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 4 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (10)

South Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 5 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (9)

ESTIMATED PROJECT SCHEDULE

The project has a completion date of May 31, 2012.

TO:

SCOPE OF WORK

Central Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 3 Ton SEER 18 HVAC system (1)
- Installation of 5 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (7)

North Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 4 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (10)

South Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 5 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (9)

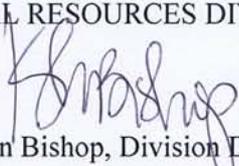
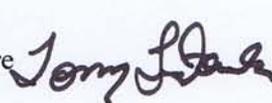
ESTIMATED PROJECT SCHEDULE

The project has a completion date of May 31, 2012.

This results in an increase in the overall project schedule from twelve (12) months to a completion date of May 31, 2012 in MDA Grant Agreement. The changes will only take place in the estimated project schedule.

All other terms, conditions, and provisions set out in the initial grant agreement and the Modification thereof, which are not in conflict with this Modification, shall remain in full force and effect for the duration of the grant agreement.

IN WITNESS WHEREOF, the parties have executed this grant Modification Number 2, on the date appearing with their respective signatures below.

<p>APPROVED FOR MDA-ENERGY AND NATURAL RESOURCES DIVISION:</p> <p>Signature  Date 3/8/12</p> <p>Mrs. Karen Bishop, Division Director</p> <p>Witness: </p>	<p>APPROVED FOR THE CITY OF GAUTIER:</p> <p>Signature  Date 3/18/12</p> <p>Honorable Tommy Fortenberry, Mayor</p> <p>Witness:</p>
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CONTRACT MODIFICATION/AMENDMENT
INDIVIDUAL WORK ACTIVITY DESCRIPTION

Recipient: City of Gautier Contract Number: GT11-0810-0031

The individual work activity description is provided to describe in detail each activity proposed to be amended. A separate work activity description must be completed for each activity proposed in contract amendment.

1. Work Activity:

Purchase and installation of seven (7) Low-E double pane windows

2. Detailed description of work activity and need for modification or amendment:

Work to be performed includes the purchase and installation of seven (7) new aluminum frames, high impact Low-E double pane windows. This contract amendment is requested because 100% of the original Scope of Work as identified in the grant agreement has been completed. However, there is \$13,500 remaining in grant funds.

3. Impact of increase in proposed scope of work (or new scope of work):

N/A – there will be no increase in the proposed scope of work as a result of this modification.

4. Number benefiting from proposed work activity. Show the number of increase in beneficiaries, or decrease if applicable. Show how this was determined:

N/A – there will be no change in beneficiaries as a result of this modification.

5. Describe any effects the proposed amendment of the work activities will have on the environmental assessment of the project:

N/A – there will be no effect on the environmental assessment of the project as a result of this modification.

6. Describe any changes in the contract budgets that will be needed to complete the proposed amendment to the work activity:

N/A - there will be no change in the contract budget as a result of this modification.

7. Describe any anticipated changes to the schedule as a result of the proposed amendment.

N/A – there are no anticipated changes to the schedule as a result of this amendment.



BUDGET MODIFICATION WORKSHEET

Recipient: City of Gautier Contract Number: GT11-0810-0031

NOTE: List MDA-ED Funds where changes are made.

Activity	Current Budget	Current Match	Proposed Budget	Proposed Match	Change (+ -)
Equipment	\$59,209.00	\$0.00	\$59,209.00	\$0.00	\$0.00
Contractual Services	\$40,791.00	\$0.00	\$40,791.00	\$0.00	\$0.00
Administration	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
	\$110,000.00	\$0.00	\$110,000.00	\$0.00	\$0.00

Comments: Work to be performed includes the purchase and installation of seven (7) new aluminum frames, high impact Low-E double pane windows. This contract amendment is requested because 100% of the original Scope of Work as identified in the grant agreement has been completed. However, there is \$13,500 remaining in grant funds.



CITY OF GAUTIER

SCOPE OF WORK

Central Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 3 Ton SEER 18 HVAC system (1)
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- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (7)

North Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 4 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
- Installation of Low-E double pane windows (10)

South Fire Station

- Installation of T-4 light fixtures (13)
- Installation of 5 Ton SEER 18 HVAC system (1)
- Installation of Natural gas water heater (1)
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ESTIMATED PROJECT SCHEDULE

The project has a completion date of May 31, 2012.

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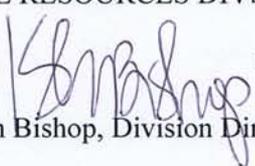
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