

Financial Profiles

Task values are another dimension we add to the schedule that will be earned as work is completed. This integrates a quantitative basis for measured work achievements in terms of dollars. The scheduling tool then calculates the dollar value of milestones and deliverables through a roll-up function. Our simplified approach assigns a general ledger value to each task, and selects three or four increments of measurement for percent-complete assignments. The tasks not only produce time-schedule phasing of work activity, but also a time-Phase financial profile.

Step 8: Coordinate Project Scheduling**Objective:**

Project scheduling and staffing is a significant part of the design process and is a team-based activity. "The Project Team" consists of the City representatives, our Team's Operations Manager, Project Manager, architects, and major subcontractors.

Our approach is focused on defining achievements versus tasks; "the ends, not the means". The project schedule is a sequence of achievements defined as milestones and assigned project resources.

Activities:

The team reviews the project charter (the business need for which the project was established, addressing the scope of work, constraints, assumptions, and to what criteria the project success will be measured).

The team selects the key milestone achievements that provide clear progress steps to meet all the agreed upon objectives.

For each milestone, a set of deliverables is defined. When all deliverables are completed, the milestone is achieved. The responsibility for each deliverable is assigned to a project team member. The required work to achieve each deliverable is identified as a task and assigned the appropriate resources. A task consists of a budget, duration of time and resources to do the work.

The project is organized in a hierarchical tier of milestones, deliverables and tasks. This data is entered into Microsoft Project with a planned project start and completion date. The necessary order of the predecessors and interdependency of the task work activities is determined. The necessary order of predecessors and successors are mapped in the schedule. With the project start and end dates by Phase, and the task duration and interdependency, we approach the analytical Phase of the schedule.

Roles and Responsibilities:

Roles and responsibilities will be determined by the project scope and the impact to each discipline. In this step, the resources accept their roles and responsibilities by defining the deliverables and tasks required, which will achieve the City's goals.

Step 9: Perform Hazardous Substances Review

The Team will work with the City to identify any hazardous substances and to facilitate the abatement process. Before any work begins, professional scientists and engineers in hazardous substances management will consult with the team and the City, review previous reports, survey the areas where the work is to be performed, and present a formal report as to site conditions, as required.

Step 10: Organize Pre-Construction Streamlining

McNeil Rhoads recognizes the need to identify and utilize every opportunity to streamline this project and capitalize on opportunities in the project schedule. This is essential to seamless installation of equipment in occupied facilities and also aids in efforts to reduce cost. Parameters for construction streamlining are determined in consultation with the owner and subcontractors and incorporated into the project plan.



Step 11: Conduct Staff Education And Training

An education program must be site-specific and people-specific, and created at the same time the technical scope-of-work for each new project is developed. The team's training program is detailed in Tab 6 of this proposal.

The Staff Education Program objective is to:

- Raise awareness of how energy is used and how it can be controlled
- Inform participants of the technical aspects of the program that will directly affect them and explain the benefits of the program and new technologies
- Demonstrate how the measures implemented will result in reduced consumption
- Keep participants informed at all stages of implementation

C. Construction Phase Process

Central to our Team's approach to the management of this project is a comprehensive project construction plan implemented by experienced construction personnel. The reputation of our Team is based on the quality of the work performed by our suppliers (i.e., subcontractors and vendors). We have established rigorous supplier management guidelines to ensure that project requirements are satisfied and that project installation proceeds in an orderly manner.

Step 12: Procure Project Materials**Objective:**

To solicit, evaluate, negotiate and provide purchase order preparation for equipment, materials and construction contracts.

Activities:

- Review, with the City, the proposed equipment manufacturer selections
- Coordinate purchase milestones with the construction schedule so that long lead-time items are ordered in a timely manner
- Solicit and evaluate proposals from qualified manufacturers and select appropriate suppliers
- Solicit proposals from pre-qualified subcontractors for various disciplines, review and evaluate proposals with the City team, and select the most advantageous proposal
- Once complete, the evaluations are merged into an evaluation report to the City for final authorization

Step 13: Manage Project Construction Phase**Objective:**

To provide key management/supervisory positions at the work site to coordinate, schedule, monitor, and report the work of subcontractors throughout this Phase.

Activities:

- Conduct construction-partnering sessions, as required, for all personnel involved in the construction of the project
- Lead the Quality Control Team
- Implement safety program
- Manage subcontractors
- Review submittals from subcontractors and suppliers
- Prepare supplemental drawings to respond to actual/changed field conditions
- Provide qualified inspectors, to include structural, architectural, mechanical, and electrical instrumentation
- Prepare as-built drawings



- Maintain project records and documentation locally
- Conduct weekly project meetings to include key staff, subcontractors, and the City
- Utilize and maintain system for tracking submittals, product data
- Sustain operation/maintenance manuals, correspondence and other documents
- Prepare/update construction schedule, including key construction sequence activities
- Coordinate with the City staff regarding sequencing issues necessary to minimize disruption due to construction activities

Roles and Responsibilities:

It is expected that all key team members will be involved. The Operations Manager of Construction will oversee the Project Management staff.

Inspections ensure technical performance. Frequent communication between the Project Manager and the subcontractor, on-site and at the project status meetings, promote coordinated solutions for emerging problems before they become significant.

Step 14: Implement Systems Commissioning**Objective:**

To ensure that all project workmanship, materials and systems operations meet the specified requirements and perform to expectations over the term of the agreement. Provide energy accounting and reporting procedures to prove that guaranteed economic impact is delivered. Implement the continuous commissioning recommendations that have been approved by the team to keep equipment working properly and efficiently throughout the term of the contract.

Activities:

- Implement the monitoring and verification plan detailing the installation of energy metering equipment and the savings calculation methodology for determining economic impact
- Develop and implement a plan for documenting the calibration of energy metering equipment and related sensors
- Develop and implement pre-operational checkout procedures, including performance testing of each equipment item. Perform systems tests, which are designed to duplicate the operating conditions, as closely as possible
- Assemble a commissioning team consisting of a Quality Assurance Manager, the Project Manager, a third party engineer (if desired) and a the City representative
- Implement the commissioning and performance-monitoring plan including the energy analysis, cash flow analysis, and long-term equipment performance. The team will be equipped and ready to provide emergency repairs, adjustments, and corrections to equipment and systems. Prepare detailed plans for commissioning each process unit and each system.





City of Gautier
Energy Services Project

Purpose: Development of a turnkey energy/operational reduction and revenue enhancement project that will be self funded based on the savings produced from the project. All improvements to be included in project will be life cycle cost effective.

MS Code 31-7-14: Legislation that regulates the procurement of energy services, types of projects that can be included, and financing mechanisms to be used. Regulated by the Mississippi Development Authority.

Potential Projects: These improvement projects will be the focus point of analysis

1. Lighting - Retrofit of all Lighting in City owned assets
2. Energy Management System - Centralized control of HVAC systems
3. Water Meters - Change out of all water meters to AMR solution
4. Pump Stations - Analyze use of VFD's

Key Deliverables:

1. GMP on all Proposed Measures
2. Financial Analysis on each measure to determine life cycle cost effectiveness
3. Financial model and recommendation for funding of the projects

Next Steps:

Tonight - Selection of McNeil Rhoads
Dec. & Jan. - M/R will perform technical analysis of all systems
Early February - M/R presents findings of analysis
Late February - M/R presents contract to implement self funded items
Early March - City Administration presents recommendation to Council for approval
Late March - Project Financing through MDA
Early April - Begin Project

Support/Technical Experts for City of Gautier

1. ClearWater - CWS will review all scopes of work and proposed measures to ensure they are operational efficient and the scope is technical sound. They will also be engaged throughout the analysis to ensure all factors are considered on measures considered.
2. Mississippi Development Authority - The MDA will assist the city and reviewing the life cycle cost effectiveness of the measures as well as recommend financing programs available through their agency.

Chris McNeil
President
1003 Underwood Drive
Flowood MS 39232
601.573.7130 cell

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 303-2013

**CITY OF GAUTIER
CONDITIONAL USE-MAJOR DEVELOPMENT PERMIT
GPC CASE NO. 13-27-CU**

THE REFUGE CHURCH

REGARDING PARCEL ID NO: 82436045.000

The City of Gautier, at its regular meeting held on December 17, 2013, considered the application for a Conditional Use-Major Development Permit for a church as submitted by Michael Shane Russell, representative for The Refuge Church. The parcel subject to this Permit is located at 2012 Highway 90, Suites 18 & 35, Gautier, Mississippi, 39553. After due public notice, the City Council, having considered the favorable recommendation by the Planning Commission, application, testimony and exhibits presented by the applicant, the report of the City Staff and all other relevant testimony, exhibits and other evidence, pursuant to applicable provisions of the City's Unified Development Ordinance, hereby approves the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.
2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.
3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.
4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.
5. The following additional conditions will ensure that the operation of the proposed conditional use will minimize any detrimental effects on neighboring properties and shall apply to the project:
 - a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code. (See attached.)
 - b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.
 - c. Noise levels shall meet the City's noise ordinance. (See attached.)

d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

6. The City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

7. The Gautier Planning Commission recommended approval of this Conditional Use-Major Development Permit on December 5, 2013.

8. The City Council adopted this Conditional Use-Major Development Permit on a recorded vote of 4 ayes to 0 nays to approve the application of The Refuge Church, located at 2012 Highway 90, Suites 18 & 35, in Gautier, Mississippi, and identified as Jackson County Parcel No. 82436045.000.

Motion was made by **Councilman Colledge**, seconded by **Councilman Vaughan** and the following vote was recorded:

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

December 17, 2013
Date of Issuance

Attest:

Gordon Gollott, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

Cynthia Russell
City Clerk

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager

From: Babs Logan, Planning Technician

Thru: Chandra Nicholson, Planning and Economic Development Director

Date: December 9, 2013

Subject: Conditional Use-Major Permit for The Refuge Church at 2012 Highway 90, Suites 18 & 35 (GPC Case No. 13-27-CU)

REQUEST:

The Economic Development/Planning Department has received a request from Michael Shane Russell, representative for The Refuge Church, for a Conditional Use-Major Permit that would allow a church in a C-3 Highway Commercial zoning district at 2012 Highway 90, Suites 18 & 35, PID #82436045.000. The application fee of \$250 was paid on November 13, 2013. All public notice requirements have been met.

DISCUSSION:

Staff has attached a Staff Report with detailed project analysis. The Planning Commission held a public hearing on December 5, 2013 to consider the request and found that the proposed church will be compatible and harmonious with the C-3 district. The GPC recommends the approval of the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.
2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.
3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.
4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.
5. The following additional conditions will ensure that the operation of the proposed Conditional Use-Major will minimize any detrimental effects on neighboring properties and shall apply to the project:

- a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code.
- b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.
- c. Noise levels shall meet the City's noise ordinance.
- d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

RECOMMENDATION:

The Economic Development and Planning Director finds that the proposed church is consistent with the goals, objectives and policies of the City's Comprehensive Plan and recommends approval of the request with the conditions listed above.

The City Council may:

1. Approve the Conditional Use-Major Permit as recommended by the Planning Commission; or
2. Approve the Conditional Use-Major Permit with changes; or
3. Deny the Conditional Use-Major Permit.

ATTACHMENTS:

Conditional Use-Major Permit Development Order

Staff Report with Back Up

**CITY OF GAUTIER
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December 17, 2013
Date of Issuance

Attest:

Gordon Gollott, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

Cindy Russell
City Clerk