

BURBACH AQUATICS, INC.

5974 HIGHWAY 80 SOUTH* P.O. BOX 721* PLATTEVILLE, WI 53818

608-348-3262

FAX: 608-348-4970

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visit us on the web at www.burbachaquatics.com

MEMO

TO: City of Pierre Outdoor Municipal Swimming Pool Committee
Mike Mueller, Co-Chair [Sent: mike.d.mueller@gmail.com](mailto:mike.d.mueller@gmail.com)
Becky Burke, Co-Chair [Sent: becky.burke@bankwest-sd.com](mailto:becky.burke@bankwest-sd.com)
Heather DeBoer [Sent: heather.deboer@k12.sd.us](mailto:heather.deboer@k12.sd.us)
Paula Weeldreyer [Sent: paula.weeldreyer@k12.sd.us](mailto:paula.weeldreyer@k12.sd.us)
Rachel Arbach [Sent: rachel.arbach@k12.sd.us](mailto:rachel.arbach@k12.sd.us)
Becky Spoehr [Sent: Rebecca.spoehr@cacsnet.org](mailto:Rebecca.spoehr@cacsnet.org)
Paula Huizenga [Sent: paula.huizenga@gmail.com](mailto:paula.huizenga@gmail.com)
Kelsey McQuistion [Sent: Kmcquistion@abt.bank](mailto:Kmcquistion@abt.bank)

CC: City of Pierre
Steve Harding, Mayor [Sent: Steve.harding@ci.pierre.sd.us](mailto:Steve.harding@ci.pierre.sd.us)
Vona Johnson, Councilperson [Sent: vona.johnson@ci.pierre.sd.us](mailto:vona.johnson@ci.pierre.sd.us)
Kristi Honeywell, City Admin. [Sent: Kristi.Honeywell@ci.pierre.sd.us](mailto:Kristi.Honeywell@ci.pierre.sd.us)
Tom Farnsworth, P & R Director [Sent: Tom.Farnsworth@ci.pierre.sd.us](mailto:Tom.Farnsworth@ci.pierre.sd.us)
Twila Hight, Finance Officer [Sent: Twila.Hight@ci.pierre.sd.us](mailto:Twila.Hight@ci.pierre.sd.us)
Brooke Bohnenkamp, [Sent: Brooke.Bohnenkamp@ci.pierre.sd.us](mailto:Brooke.Bohnenkamp@ci.pierre.sd.us)
Government Community Services Coordinator
Mindy Cheap, Rec. Superintendent [Sent: Mindy.Cheap@ci.pierre.sd.us](mailto:Mindy.Cheap@ci.pierre.sd.us)

FROM: David F. Burbach, P.E.
Burbach Aquatics, Inc.

DATE: April 12, 2019

RE: Pierre Outdoor Municipal Swimming Pool - Capital Campaign

Please take this memo as follow up to Burbach Aquatics, Inc. (BAI)'s first Phase I, Step #5 meeting with the Outdoor Municipal Swimming Pool Committee (Pool Committee) on Tuesday, April 2, 2019, regarding the Proposed Outdoor Municipal Swimming Pool project, in Pierre, South Dakota. This meeting commenced at 6:35 p.m., in the training room, of City Hall and concluded at approximately 7:45 p.m. The meeting was very well attended, with a sign-up sheet circulated. A prepared agenda guided the meeting as follows:

1. Call the meeting to Order:

Comment: Co-Chair Becky Burke called meeting to order at 6:35 p.m.

2. Review Controlling Opinion of Probable Construction Cost (OPCC):

Comment: BAI presented the official OPCC for the proposed outdoor municipal swimming pool project in Pierre. Said OPCC was created for Conceptual Site Plan (CSP) Version #17 (approved CSP) and dated December 13, 2018. Said OPCC has been subsequently modified by adding a fourth column, which initially assigns cost to the 14 Bid Alternates developed by the Pool Committee and as identified in a memo sent to the Pool Committee and City Staff on March 14, 2019.

3. Assign Cost to Bid Alternates:

Comment: BAI received comments requesting a recalculation of cost, resulting from said March 14, 2019, initial assignment of cost to the 14 Bid Alternates. Ms. Burke was given an opportunity to explain her concern regarding lumping of cost into the pool vessel category, which is Bid Alternate #2. Most of the assembled group expressed opinions regarding the allocation of costs. After a lengthy discussion, the assembled group reached consensus to have BAI recalculate/pro-rate various related costs and add to each of the 14 Bid Alternates.

4. Develop Add Alternates Cost Schedule:

Comment: As stated above, BAI will re-proportion the cost from the official OPCC into the 14 Bid Alternates. Said alternates will be funded through a Capital Campaign. The bathhouse incremental cost increase will be prorated between the 25-meter addition to the multi-purpose pool and the lazy river addition to the recreation pool.

5. Develop timeline:

Comment: BAI presented the present timeline, dated January 28, 2019, which will be updated and presented at the next meeting.

6. Assign homework:

Comment: BAI's homework is to re-proportion the cost for each of the 14 Bid Alternates and update the timeline.

7. Set next meeting and time:

Comment: The next meeting is set for Tuesday, April 16, 2019, at 7:00 p.m. in the training room of City Hall, in Pierre.

8. Adjourn Meeting:

Comment: Meeting was adjourned at 7:45 p.m. by Co-Chair Becky Burke.

Should you have any questions or comments, please feel free to contact our Platteville office. As always, the men and women of BAI look forward to the continuing opportunity to serve your community on this very important project.

DFB:pat