FINANCE COMMITTEE

Monday, May 9, 2022 4:00 PM
Administration Conference Room, City Hall

1. **Call to Order**

2. **Financial Updates**

   A. City Administrator Approvals

3. **Action Items**

   A. Approve the minutes for the April 11, 2022 meeting

   B. Amend the Personnel Manual to add Juneteenth as a paid City holiday (Administration)

   C. Approve a purchase order with Ag-Power for the lease of a John Deere utility tractor for the Parks Division (Public Works)

   D. Approve a reimbursement to the Platte County Regional Sewer District for Brush Creek Interceptor maintenance (Public Works)

   E. Approve a partnership agreement with Mid-America Regional Council for the Regional Preventative Maintenance Program (Public Works)

4. **Non-Action Items**

5. **Unfinished Business (postponed from prior meetings)**

6. **Other Business**

   A. Next Meeting - Monday, May 23, 2022 at 4:00 p.m.

7. **Adjourn**

Posted Date & Time: 5/6/22; 2:53 p.m. By: MM

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: April 8, 2022

Department: Public Works

Low Bidder and Contract Amount:

Lloyd Harold LLC
614 E. Northview Street
Olathe, KS 66061

$3,310.00

General Scope of Work Description/Project:

Work Authorization – Pump Station Monitoring:

The controls at the wastewater treatment facility and pump stations are monitored 24/7 with a mission control monitoring system. This system monitors the different features of the sewer system and alerts staff when there is an issue. The equipment is specialized and there are very few contractors in the region that can assist with the maintenance to the mission communication system.

The City contacted Lloyd Harold to provide maintenance service to the mission control system at the wastewater plant and pump stations. He provided a quote for the pump station mission controls.

The Sewer maintenance budget has capacity to handle this expense.

Competitive Purchasing Information: (List bidder, address, and price):

The equipment is specialized and there are very few contractors in the region that can assist with the maintenance to the mission communication system.

Project Start Date: 3/31/22 **Estimated Completion Date:** 04/30/22

Budget Account Code: 30-501.06-12-00

Authorization:

☐ City Administrator: Alexa Barton Date: 4/11/22
☐ Department Head: Alysen Abel 4/11/22
☐ Mayor (if applicable):
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

Parkville
Missouri

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Work Authorization #6

Date:	January 16, 2022
Issued to:	Lloyd Harold LLC 614 E. Northview Street Olathe, KS 66061
Project/Work Description Title:	Pump Station Monitoring See Attached Estimate #1560

Scope of Work/Purpose:

Schedule and Price

Project Start Date:	January 2022
Estimated Completion Date:	March 2022
Latest Acceptable Date:	April 1, 2022
Estimated Cost:	$3,310.00
Expenditure Limit:	$3,310.00
Budget Account Code:	30-501.06-12-00

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: Lloyd Harold / President Signature: Lloyd Harold
Company: Lloyd Harold LLC Date: 4/14/2022
Lloyd Harold LLC

Authorization
Department Head: Alysen M. Abel Date: 4/11/22
Alysen M. Abel, Public Works Director

City Administrator (if over $1,000): Alexa Barton Date: 4/11/22
Alexa Barton, City Administrator

Mayor (if over $2,500): Date:

Parkville Missouri

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: April 8, 2022

Department: Public Works

Low Bidder and Contract Amount:

Most Dependable Fountains
5705 Commander Dr
Arlington, TN 38002

$4,685.00

General Scope of Work Description/Project:

Water Fountain in English Landing Park

There is an existing Iowa hydrant located near McKeon Stage in English Landing Park. There is a need to provide a water fountain in this portion of the park. Staff discussed changing out the hydrant to replace it with a bi-level ADA water fountain with a dog water bowl. This was presented to CLARB during their March meeting. Since that time, staff has been working with a vendor and contractor.

There is funding available in the Parks Maintenance budget, under Park Enhancements, to cover this expense.

Competitive Purchasing Information: (List bidder, address, and price):

Staff received quotes from three vendors associated with the water fountain. Most Dependable Fountains provided the lowest quote, in the amount of $4,685.

Project Start Date: 3/28/22 **Estimated Completion Date:** 4/15/22

Budget Account Code: 10-525.05-41-03

Authorization:

☐ City Administrator: Alexa Barton Date: 4/11/22

☐ Department Head: Alysen Abel 4/11/22

☐ Mayor (if applicable):

☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)
8880 Clark Avenue
(816) 741-7676

Date: March 28, 2022

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR: Most Dependable Fountains, Inc.
5705 Commander Dr.
Arlington, TN 38002
Email: Sarah@Mostdependable.com

SHIP TO: Tom Barnard, 8701 McAfee Drive

INVOICE TO: Tom Barnard, 8880 Clark Ave., Parkville MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 6 pages including attachments. Purchaser agrees to pay the total sum of **FOUR THOUSAND SIX HUNDRED EIGHTY-FIVE DOLLARS AND NO/100 ($4,685.00)** for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity. Purchaser will provide Vendor with a Tax Exemption Certificate upon request.** Payment is to be made within thirty days after delivery of goods and receipt of invoice. This purchase order is only valid through 6/30/2022.

ITEMS:	SCHEDULE OF DELIVERY:
Qty./ Description/Price 1 – 440 SM ADA Drinking Fountain @ $2,595.00 1-Attached Recessed Hose Bibb W/Locking Door @ $580.00 1-Attached Pet Fountain @ $855.00 1-Template 10" Internal Surface Mount Ring @ $245.00 Subtotal $4,275.00 Freight 410.00 Total $4,685.00 **Color: Textured Burgundy** See Attachment "A" – Terms and Conditions See Attachment "B" – Insurance Requirements See Attachment "C" - Quote	F.O.B. Contact Tom Barnard at 816-215-4047 for delivery

NOTE: **All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order**. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser") ("Vendor")

By: Alexa Barton	**By:** Kim Rogers
Title: City Administrator	**Title:** Sales
Date: 4-11-22	**Date:** 4/5/2022

Alysen Maul 4/11/22

DB04/0832356.0002/11300728.1 WP08

Quote

MOST DEPENDABLE FOUNTAINS, INC.
5705 Commander Dr. Arlington, TN 38002

Quote QTE69911
Date 11/2/2021
Page 1/1

Quoted by:

(901) 867-0039

Bill To:
CITY OF PARKVILLE
8880 CLARK AVENUE
PARKVILLE MO 64152

Ship To:
CITY OF PARKVILLE
CITY OF PARKVILLE
8880 CLARK AVENUE
PARKVILLE MO 64152

Purchase Order No.	Customer ID		Shipping Method	Payment Terms	Req Ship Date	Master No.
	816-587-2593		UPS GROUND	NET 30	0/0/0000	120,620

Quantity	Item Number	Description	UOM	Discount	Unit Price	Ext. Price
1	440 SM	440 SM ADA DRINKING FOUNTAIN	EA	$0.00000	$2,595.00000	$2,595.00
1	RECESSED HOSE BIBB 10"	ATTACHED RECESSED HB W/LOCKING DOOR	EA	$0.00000	$580.00000	$580.00
1	PET FTN ATT.SM	ATTACHED PET FOUNTAIN	EA	$0.00000	$855.00000	$855.00
1	TEMPLATE 10 NS	TEMPLATE 10" INTERNAL SURFACE MOUNT RING	EA	$0.00000	$245.00000	$245.00

LEAD TIME IS 2-3 WEEKS QUOTED BY SARAH
PLEASE EMAIL PO TO SARAH@MOSTDEPENDABLE.COM

Subtotal	$4,275.00
Freight	$410.00
Tax	$0.00
Total	$4,685.00

ONE YEAR WARRANTY. LABOR NOT INCLUDED
PRICES SUBJECT TO CHANGE WITHOUT NOTICE
CALIFORNIA SALES TAX IS SUBJECT TO CHANGE BASED ON SHIP TO ZIP CODE

City of Parkville

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: April 8, 2022

Department: Public Works

Low Bidder and Contract Amount:

Smico Construction Group
P.O Box 563
Odessa, MO

$7,173.23

General Scope of Work Description/Project:

FF Hwy Pump Station Reconstruction:

On June 15, 2021, the Board of Aldermen approved a construction agreement with Smico Contracting Group for the FF Hwy Pump Station reconstruction project. The existing pump station is over 30 years old and needed major repairs. North Hills Engineering provided the engineering design and project management associated with the project.

In December 2021, staff approved Change Order #1 with Smico for their assistance in field locating the forcemain sewer near Chateau Lane.

The construction was delayed due to supply chain issues with the materials. Following the approval of the contract, there was a wall collapse near the pump station, resulting in limited access to the pump station. The City had to clear the debris from the pump station access.

The reconstruction started at the beginning of 2022. After the work started, the City staff had to work directly with Evergy to upgrade the electrical service to the pump station. Change Order #2 represents the additional costs associated with the electrical upgrades as required by Evergy.

The 2022 Sewer Fund has capacity to handle this additional expense. Staff will continue to monitor Capital Improvement Project spending and make adjustments as necessary.

Competitive Purchasing Information: (List bidder, address, and price):

When the project was originally bid in June 2021, there were five contractors who responded to the bid request. Smico Contracting Group was the low bidder, with a bid of $144,495.

Project Start Date: 4/1/22 **Estimated Completion Date:** 5/1/22

Budget Account Code: 30-501.04-61-00

Authorization:

☐ City Administrator: Alexa Barton Date: 4/11/2022
☐ Department Head: Alysen McAleel 4/11/22
☐ Mayor (if applicable):
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

Change Order 2

PROJECT (*Name and address*): FF Hwy. P.S. Retrofit, 2021	**CHANGE ORDER NUMBER:** 2 **DA TE:** 4/19/2022
TO CONTRACTOR (*Name and Address*): **SMICO Contracting Group** **P.O. Box 563, Odessa, MO**	**PROJECT NO.:** ________ **CONTRACT DATE:** 6/15/2021

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	$ 144,525.00
The net change by previously authorized Change Orders	$ 1,400.00
The Contract Sum prior to this Change Order was	$ 145,925.00
The Contract Sum will be increased by this Change Order in the amount of	$ 7,173.23
The new Contract Sum including this Change Order will be	$ 153,098.23

The Contract Time will be increased by eighty (80) days due extended delays in securing an electrical service upgrade, beyond the control of Contractor. The date of Substantial Completion as of the date of this Change Order therefore is 4/27/2022.

The Contract Price has been increased $7,173.23 to compensate Contractor for building a new electrical service entrance, as required by Evergy,to accommodate the electrical service entrance upgrade. This includes Smico's GC markup of 5% per contract.

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

SMICO Contracting Group **CONTRACTOR** (*Firm name*)	City of Parkville **OWNER** (*Firm Name*)
P.P. Box 563, Odessa, MO **ADDRESS**	8880 Clark Ave., Parkville, MO **ADDRESS**
Daryl Smith **BY** (*Signature*)	Alexa Barton **BY** (*Signature*)
Daryl Smith (*Typed name*)	Alexa Barton, City Administrator (*Typed name*)
3-31-2022 **DATE**	4/11/2022 **DATE**

Alysen Mabel
4/11/22

DB04/0832356.0002/10775024.1 WP08

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: April 8, 2022

Department: Public Works

Low Bidder and Contract Amount:

KC VLP Equipment Share
4100 Gardner Ave
Kansas City, MO 64120

$5,393.47

General Scope of Work Description/Project:

Backhoe Repair

The City owns a Case Backhoe, which is used for a variety of applications in the Streets and Parks Divisions of Public Works. It is an older piece of equipment that has required a lot of repairs. The City is currently looking into purchasing a new backhoe. In the meantime, the current backhoe needed repaired in order to continue operating. Due to supply chain concerns, there may be delays in getting a new backhoe in a timely manner. Making the repairs on the existing backhoe essential.

Victor L Phillips (dba Equipment Share) is the local distributor for Case. The City purchased the original backhoe from them. VLP Equipment Share has provided the maintenance on the equipment since that time. They have the most experience with servicing the backhoe equipment.

There is funding available in the Transportation Fund for Vehicle & Equipment Maintenance.

Competitive Purchasing Information: (List bidder, address, and price):

Due to the nature of the repairs, obtaining three quotes was not feasible. VLP Equipment Share had to fully assess the condition of the equipment in order to provide an estimate.

Project Start Date: 3/23/22 **Estimated Completion Date:** 4/15/22

Budget Account Code: 40-520.06-21-00

Authorization:

☐ City Administrator: Alexa Barton Date: 4/11/2022
☐ Department Head: Alysen Abel 4/11/22
☐ Mayor (if applicable):
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

Parkville
Missouri

CITY OF PARKVILLE · 8880 Clark Avenue · Parkville, MO 64152 · (816) 741-7676 · FAX (816) 741-0013

Work Authorization #1

Date: March 23, 2022
Issued to: KC VLP Equipment Share
4100 Gardner Ave.
KCMO 64120
customerservice@equipmentshare.com

Project/Work Description
Title: Backhoe Repair
Invoice No. 1437710-000

Schedule and Price
Project Start Date: January 31, 2022
Estimated Completion Date: April 15, 2022
Latest Acceptable Date: April 15, 2022
Estimated Cost: $5,393.47
Expenditure Limit: $5,393.47
Budget Account Code: 40-520.06-21-00

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: Larissa Sooter Service Mgr Signature: L Sooter
Company: KC VLP Equipment Share Date: 3/22/2022

Authorization

Department Head: Alysen Abel Date: 4/11/22
Alysen Abel, Public Works Director
City Administrator (if over $2,500): Alexa Barton Date: 4/11/22
Alexa Barton, City Administrator
Mayor (if over $10,000): Date:

For Internal Staff Use Only
(initial each item and file with executed work authorization)
__ Employment Eligibility Status Verification (if the cost exceeds $5,000)
__ Certificate of Insurance that demonstrates compliance with the Terms and Conditions
__ Valid business license

KC VLP - Retail Branch
4100 Gardner Ave
Kansas City, MO 64120
816-241-9290 | 888-807-3687
customerservice@equipmentshare.com

Invoice

EquipmentShare

INVOICE #	1437710-000
INVOICE DATE	Jan 31st, 2022
PO #	WO-1136107/STREET DEPARTMENT
ACCOUNT #	44438
SALESPERSON	Kimberly Dennison

CUSTOMER

CITY OF PARKVILLE (All Dept)
8880 Clark Ave
Parkville, MO 64152

Invoice Total: $5,393.47

TERMS	Net 30
REMIT TO	EquipmentShare.com, Inc 5710 Bull Run Dr Columbia, MO 65201

Sales/Misc Items

Description	Qty	Unit Price	Tax	Amount
HAULING TO & FROM VLP	2	$331.25	0.000%	$662.50
REPLACE HYDRAULIC TANK	8	$125.00	0.000%	$1,000.00
77400PY1US - VISCOSITY - ULTRACTION 5 GAL	4	$95.00	0.000%	$380.00
47642022 - CASE - TUBE	1	$71.25	0.000%	$71.25
B17660N - CASE - 16OZ.TAN	1	$13.50	0.000%	$13.50
277678A1 - CASE - HOSE CLAMP	1	$10.75	0.000%	$10.75
86639000 - CASE - CLAMP	1	$4.40	0.000%	$4.40
87438046 - CASE - TIE CABLE	2	$0.89	0.000%	$1.78
47637495 - CASE - PLATE	1	$4.80	0.000%	$4.80
201-163 - CASE - FITTING	1	$12.50	0.000%	$12.50
47642024 - CASE - TUBE	1	$154.00	0.000%	$154.00
48129480 - CASE - TANK	1	$2,895.00	0.000%	$2,895.00
87673270 - CASE - ADHESIVE STRIP	1	$8.45	0.000%	$8.45
47447702 - CASE - STRIP	1	$33.17	0.000%	$33.17
87664050 - CASE - WASHER	2	$1.05	0.000%	$2.10
84266053 - CASE - RUBBER SPACER	1	$5.90	0.000%	$5.90
321-6376 - CASE - DECAL	1	$6.75	0.000%	$6.75
18088392 - CASE - MOUNTING CLIP	2	$1.65	0.000%	$3.30
167266 - CASE - ORING boss-12 (0.116" Thk x 0.924" ID, -912, Cl 6, 90 Duro)	1	$0.89	0.000%	$0.89
11106231 - CASE - SCREW	1	$1.10	0.000%	$1.10
86500689 - CASE - NUT	1	$0.38	0.000%	$0.38
87303844 - CASE - HYD CONNECTOR	1	$18.25	0.000%	$18.25

Description	Qty	Unit Price	Tax	Amount
9626944 - CASE - O-RING	2	$1.35	0.000%	$2.70
SHOP SUPPLIES	0.1	$1,000.00	0.000%	$100.00

Invoice Memo

CASE 580SN T4A 4W EX NDC586057 HOURS 4292.1
CITY OF PARKVILLE SHAN 913-915-7038
LOCATION SHOP

Subtotal	$5,393.47
Total Tax	$0.00
Invoice Total	**$5,393.47**

Remove old tank. Paint new tank. Start installing retrofit kit for tank.
Complaint - Replace hydraulic tank

Cause - Leaking due to corrosion

Correction - Put rear of machine up on jack stands. Remove right rear tire to access rear tank mounting bolts. Drain oil from tank. Disconnect all hoses from tank. Disconnect and remove batteries. Remove tank from machine frame. New tank was painted grey. Repaint tank power tan. New tank had a different return port location and required to be retrofitted. Remove existing return hose and fittings. Install updated return hose, tube, clamps, and fittings. Install new tank and connect all hoses. Install batteries and attach wiring. Install rear tire. Fill tank with oil and prime hydraulic system. Wash off residual oil. Operate machine and check tank fittings and hoses for leaks. Clean work area.
Was asked to free up backhoe bucket pins. Both pins are seized in bucket pin bosses. Heat and beat pins, could not free up. Inform customer the pins would need to be cut out and replaced. Was told not to continue with repair it at this time.

Repairs needed:

Loader control valve covered in oil
Engine covered in oil
Squealing noise coming from belts and/or pulleys
Leak on backhoe thumb

INVOICE NOTES

Please remit payment at your earliest convenience. For any questions regarding this invoice, please contact invoicing@equipmentshare.com or call 573-283-8181 for assistance.
A 1.5% finance charge will be computed on all invoices 30 days or more past due, which is an annual percentage rate of 18%. Thank you for your business!

CITY ADMINISTRATOR

PURCHASING APPROVAL

1.

City of Parkville

Preparation date: May 4, 2022

Department: Public Works

Low Bidder and Contract Amount:

Evergy
8325 N Platte Purchase Dr
Kansas City, MO 64118

$6,545.19

General Scope of Work Description/Project:

Evergy – Pole Relocation:

On May 3, 2022, the Board of Aldermen approved a construction agreement with Westland Construction for the sanitary sewer repair for the Main near Hwy 45. Evergy was contacted about the existing power pole. The power pole will need to be relocated for the proposed sanitary sewer improvements. Evergy has provided a quote for the upgrades in the amount of $6,545.19.

The Sewer Capital Improvements budget has capacity to handle this additional expense. Staff will continue to monitor the capital spending throughout the year and make modifications as necessary.

Competitive Purchasing Information: (List bidder, address, and price):

Evergy supplies power to the metropolitan area.

Project Start Date: 5/4/22 **Estimated Completion Date:** 7/1/22

Budget Account Code: 30-501.06-42-00

Authorization:

☐ City Administrator: Alexa Barton Date: 5/5/22
☐ Department Head: Alysen Mabel 5/4/22
☐ Mayor (if applicable):
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

evergy

EVERGY

INVOICE No. 1046959

Remit to:

Attn: MELISSA FELTES
8325 N Platte Purchase Dr.
Kansas City, MO 64118

CITY OF PARKVILLE
8880 CLARK AVE
PARVKILLE MO 64152

To assure proper credit, please
return REMITTANCE COPY with your payment.
Make Checks payable to Evergy
Include Invoice No. on Check
(USE BLACK INK ONLY)

Invoice Date	Terms	Due Date	Amount Due
4/27/2022	Net 30 Days	5/27/2022	$6,545.19

Description:
RELOCATE POLE AND TX FOR CITY SEWER PROJECT AT SE CORNER OF 8803 NW 45 HWY

$ 6,545.19

Pay this Amount By: May 27, 2022

Evergy Accounting Distribution to be Credited ***(FOR INTERNAL EVERGY USE ONLY)*****:**

WR #*	Account	Op Unit	Dept*	Project*	Resource	Description		Amount
S1046959	107000	10103	291	50033253	3405	Construction Charges - Installation	$	5,456.78
S1046959	107000	10103	291	KC-45400	3405	Install Padmount Transformer	$	-
S1046959	107000	10103	291	KC-45200	3405	Install Polemount Transformer	$	-
S1046959	108000	10103	291	50033253	3410	Construction Charges - Removal	$	488.16
S1046959	XXXXXX	10103	291	50033253	XXXX	Other	$	-
S1046959	253112	10103	291	50033253	3405	Gross Up	$	600.25
							$	6,545.19

EVERGY Form 360H019 (Rev 5/2017) - Mgr T and D Central Design

Internal Use Only

Parkville Missouri

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: May 5, 2022

Department: Public Works

Low Bidder and Contract Amount:

FTC Equipment LLC
5238 Winner Road
Kansas City, MO 64127

$4,544.00

General Scope of Work Description/Project:

Work Authorization – RAS Pump Repair (WA-102)

The wastewater treatment plant includes aeration basins equipped with mixers to incorporate air into the wastewater treatment processes. There are three Return Activated Sludge (RAS) pumps at the wastewater plant that assist with this process. While some pumps have been replaced, others need to be repaired. All of the pumps will eventually be replaced in the long-range CIP. This work was completed at the end of 2021, however with staff turnover in the Sewer Division, this invoice was not received until recently.

The 2022 Capital Improvements Program (CIP) includes the repair of the RAS pump.

The pumps are specific to the design of the plant. FTC is a sole source provider of the Sulzer pump for this portion of the region. This work authorization includes the purchase and installation of the RAS pump.

Competitive Purchasing Information: (List bidder, address, and price):

On February 22, 2021, the Board of Aldermen approved an on-call pump maintenance contract with FTC Equipment to maintain the pumps in the City's system.

Project Start Date: 12/28/21 **Estimated Completion Date:** 2/22/22

Budget Account Code: 30-501.06-01-00

Authorization:

☐ City Administrator: Alexa Barton Date: 5/5/22
☐ Department Head: Alysen Mall 5/5/22
☐ Mayor (if applicable):
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

Parkville Missouri

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Work Authorization #102

Date:	April 20, 2022
Issued to:	FTC Equipment, LLC 5238 Winner Road Kansas City, MO 64127
Project/Work Description Title:	WWTF – RAS Pump Pulled pump during PM 9/29/2020 – approved repair 12/2021
Scope of Work/Purpose:	WWTF – Invoice #15192 Attached

Schedule and Price

- See attached order acknowledgement for price breakdown

Total **$4,544.00**

Project Start Date:	9/29/2020
Estimated Completion Date:	12/2021
Latest Acceptable Date:	TBD
Estimated Cost:	$4,544.00
Expenditure Limit:	$4,544.00
Budget Account Code:	30-501-06-01-00

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: Angie Schlitzer/Operations Mgr. Signature: Angie Schlitzer
Company: FTC Equipment, LLC Date: 4-29-22

Authorization

Department Head: Alysen Abel Date: 5/5/22
Alysen Abel, Public Works Director

City Administrator (if over $2,500): Alexa Barton Date: 5/5/22
Alexa Barton, City Administrator

Mayor (if over $10,000): ______ Date: ______
Dean Katerndahl, Mayor

FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

Phone: 816-833-7200
Fax: 816-833-1074

Invoice

Date	Invoice #
2/22/2022	15192

PAST DUE

Bill To	Ship To
City of Parkville Attn: Accounts Payable 8880 Clark Avenue Parkville, MO 64152	City of Parkville WWTP 12303 NW FF Highway Parkville, MO 64152

P.O. No.	Terms	Due Date	Rep	Ship Via	FOB	S/N	W/O Number
Karla Pierce	Net 30	3/24/2022	MAS	Service	Factory	0033263	WK001897

Quantity	U/M	Item	Description	Unit Price	Amount
			Facility: WWTP Location: RAS Pumps		
			Check, inspect, and estimate repair of Sulzer Pump Model XFP150E-CB1.4-PE105/4, SN: 0033263, 14.1HP, 3PH, 460V, 1754RPM, 17.7Amps		
1	EA	61705082	Repair Kit XFP PE2	389.62	389.62
1	EA	31155073	Bearing Housing PE2	335.56	335.56
1	EA	11210279	Cap Screw	4.11	4.11
1	EA	31165027	Seal Holding Plate PE2 w/ Bushing	92.99	92.99
1	EA	61705842	Hydraulic Kit XFP150E CB1.4	1,203.47	1,203.47
1	EA	61035006	DI Probe, Complete PE1 & PE2	23.56	23.56
4	HR	Labor-MO-SA	Labor-MO - Inspection	100.00	400.00
4	HR	Labor-MO-MM	Labor-MO - Clean Parts	100.00	400.00
8	HR	Labor-MO-KA	Labor-MO - Assembly	100.00	800.00
1		MLS	Materials, Lubes, Solvents & Supplies	50.00	50.00
1		Freight	Freight	194.69	194.69
			12/27/21 Field Service call to install pump. Arrived at site to install pump, pulled cable through the conduit and wired pump turned it on to check rotation and rotation was good so we lowered the pump into the pit checked to make sure it was seated secured the cable and chain the guide rail cleaned up tools and went back to FTC.		
2.25	HR	Labor-MO-CB	Labor-MO	100.00	225.00
2.25	HR	Labor-MO-LR	Labor-MO	100.00	225.00

We appreciate the opportunity to be of service to you!

Subtotal	
Sales Tax (8.85%)	
Total	

Please remit to: FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

Invoice

Date	Invoice #
2/22/2022	15192

Phone: 816-833-7200
Fax: 816-833-1074

PAST DUE

Bill To	Ship To
City of Parkville Attn: Accounts Payable 8880 Clark Avenue Parkville, MO 64152	City of Parkville WWTP 12303 NW FF Highway Parkville, MO 64152

P.O. No.	Terms	Due Date	Rep	Ship Via	FOB	S/N	W/O Number
Karla Pierce	Net 30	3/24/2022	MAS	Service	Factory	0033263	WK001897

Quantity	U/M	Item	Description	Unit Price	Amount
1		MLS	Materials, Lubes, Solvents & Supplies	50.00	50.00
1		Truck	Service Truck Charge	150.00	150.00
			12/28/21 Field Service call to troubleshoot pump. Arrived at site to troubleshoot pump, pulled pump after all electrical checks because the pump had continuity to ground once we got the pump up we noticed arcing and moisture in the wire housing so we loaded it up and took the pump back to FTC.		
2	HR	Labor-MO-CB	Labor-MO	0.00	0.00
2	HR	Labor-MO-LR	Labor-MO	0.00	0.00
			Check, inspect and estimate repair of Sulzer Pump Model XFP150E-CB1.4-PE105/4, SN: 0033263, 14.1HP, 3PH, 460V, 1754RPM, 17.7Amps During inspection we performed a Hipot test and found that the stator was blown. 65005929- Stator PE105/4 460 V 61705082- Repair Kit XFP PE2		
4	HR	Labor-MO-KA	Labor-MO- Inspection	0.00	0.00
4	HR	Labor-MO-KA	Labor-MO- Clean parts	0.00	0.00
8	HR	Labor-MO-KA	Labor-MO- Assembly	0.00	0.00

We appreciate the opportunity to be of service to you!

Subtotal	
Sales Tax (8.85%)	
Total	

Please remit to: FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

Phone: 816-833-7200
Fax: 816-833-1074

Invoice

Date	Invoice #
2/22/2022	15192

PAST DUE

Bill To	Ship To
City of Parkville Attn: Accounts Payable 8880 Clark Avenue Parkville, MO 64152	City of Parkville WWTP 12303 NW FF Highway Parkville, MO 64152

P.O. No.	Terms	Due Date	Rep	Ship Via	FOB	S/N	W/O Number
Karla Pierce	Net 30	3/24/2022	MAS	Service	Factory	0033263	WK001897

Quantity	U/M	Item	Description	Unit Price	Amount
			1/7/21- Field Service call to install repaired pump. Arrived at jobsite, met with customer and conducted safety brief. Used crane to lift pump to work area. Checked incoming voltage from VFD. Megged pump to double check it was good. Installed new spade connectors on power cable and wired pump into J-box. Attempted to take dry amps for start up but pump would not get past 5% motor speed. Unable to do startup sheet due to VFD issues. Then we checked all parameters on the VFD and cross checked with second VFD. But could not find the problem. Customer stated that their control man would look at VFD so pump was lowered into well and cable tied off.		
3.75	HR	Labor-MO-RR	Labor-MO	0.00	0.00
3.75	HR	Labor-MO-SA	Labor-MO	0.00	0.00
1		Truck	Service Truck Charge	0.00	0.00
1		MLS	Materials, Lubes, Solvents & Supplies	0.00	0.00

We appreciate the opportunity to be of service to you!

A convenience fee of 4% will be added to all credit card orders. Accounts not paid within terms are subject to a 1.5% monthly finance charge.

Please remit to: FTC Equipment, LLC
5238 Winner Road
Kansas City, MO 64127

Subtotal	$4,544.00
Sales Tax (8.85%)	$0.00
Total	$4,544.00

Parkville Missouri

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: May 4, 2022

Department: Public Works

Low Bidder and Contract Amount:

North Hills Engineering
Attn: Jay Norco

$3,000

General Scope of Work Description/Project:

WWTF Aeration Basin Diffuser Replacement (WA-145)

The wastewater treatment facility (WWTF) includes aeration basins to assist with processing wastewater. The existing diffusers are 12 years old and need to be replaced. The project will include a separate agreement to hire a third-party contractor to clean the grit from the existing tank.

The scope of this work authorization includes the design, project management and inspection of the project during both the design and construction phases.

Funding was programmed into the 2022 Sewer Capital Improvements Program for the diffuser replacement project.

Competitive Purchasing Information: (List bidder, address, and price):

On May 3, 2022, the Board of Aldermen approved a professional services agreement with North Hills Engineering for on-call engineering services.

Project Start Date: 5/4/22 **Estimated Completion Date:** 11/15/22

Budget Account Code: 30-501.04-51-00

Authorization:

☐ City Administrator: Alexa Barton Date: 5-5-22
☐ Department Head: Alysen Abel 5/4/22
☐ Mayor (if applicable): ____
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

CITY OF PARKVILLE
DEPARTMENT OF PUBLIC WORKS

Preparation Date: 5/3/2022

WORK PLANNING / AUTHORIZATION FORM

Number: WA-145

Project / Work Description:
WWTF Aeration Basin Diffuser Replacement

Purpose: To design and administer construction of tank cleaning, repairs and equipment replacement at the city WWTF.
The existing diffusers are 12 years old and are due to be replaced.
The project will also address cleaning and grit removal in the existing aeration tank, and any repairs needed to air piping.
This WA covers the design, document preparation, bidding, and limited construction observation for the project.
The WWTF diffuser replacement project has been programmed for 2022.

Budget: $ 3,000.00 for design & construction phase. $ 35,000 is budgeted for construction.

Service Provider: North Hills Engineering, Inc.

Terms: Subject to the provisions of the May 3rd, 2022 Engineering Services Agreement between the City and North Hills Engineering Incorporated

Primary Tasks:	
Project Management and Coordination Meetings with City Staff (5 month project.)	2
Visit the wwtf site to evaluate access, staging, and temporary facilities needed.	1
Perform field measurements to verify key dimensions, pipe sizes, and locations.	1
Review equipment submittals and records, calculations for aeration rates and diffuser sizing.	2
Develp plan for staging work, using pump or bypass provisions, and work plan.	1
Prepare writtten technical specifcations for the work proposed.	3
Prepare drawings to ilustrate the work required (AutoCAD).	15
Assemble and coordinate/review bidding and contract documents, using City format. Use large-project City standard contract.	3
Bid Phase Admin.	
Set up project at local plan room, for internet distribution, also advertise on City website.	1
Meet with bidders and address questions during the advertisement period, prepare addenda.	2
Review bids, check qualifications and experiece, and recommend award to City	1.5
Construxtion Phase & Inspection:	
Reivew equipment and materials submittals, comment, issue revisions.	2
AWR and City Inspector will assist to supervise the construction phase.	
Periodic visits to observe the work.	3
	37.5

Excluded:
- Professional Survey Services: Survey, legal descriptions. (See budget allowance.)
- Services of City Attorney for easement document preparation (See budget allowance.)
- Acquisition of Easements (If needed - by City Staff). NHE will obtain signed access agreements.

Estimated Consultant Fee:

Design, Admin:	32.5 Hours x	$ 80.00	/ hour =	$ 2,600.00
Inspection:	5 Hours x	$ 80.00	/ hour =	$ 400.00
Total:				$ 3,000.00

Budget: Sewer Budget / CIP
Schedule: Estimated Completion Date: 11/15/2022 Project Deadlines: n/a
Submitted By: Jay Norco, P.E. - President. 5-3-22 Date Authorization: ~~Mayor~~ City Administrator 5-5-22 Date

~~7000 S. Natl RS Budget.~~ 5/4/22

Parkville Missouri

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville

Preparation date: May 4, 2022

Department: Public Works

Low Bidder and Contract Amount:

North Hills Engineering
Attn: Jay Norco

$3,520

General Scope of Work Description/Project:

WWTF SCADA System Replacement (WA-146)

The existing SCADA (supervisory control and data acquisition) system was originally constructed in 2005. It was modified in 2009. The existing system hardware is obsolete, with some features lacking functionality.

The scope of this work authorization includes the research, design, and project management associated with the replacement of the SCADA system.

Funding was programmed into the 2022 Sewer Capital Improvements Program for the replacement of the SCADA system.

Competitive Purchasing Information: (List bidder, address, and price):

On May 3, 2022, the Board of Aldermen approved a professional services agreement with North Hills Engineering for on-call engineering services.

Project Start Date: 5/4/22

Estimated Completion Date: 12/31/22

Budget Account Code: 30-501.04-51-00

Authorization:

- ☐ City Administrator: Alexa Barton Date: 5/5/22
- ☐ Department Head: Alysen Abel 5/4/22
- ☐ Mayor (if applicable): ______
- ☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

CITY OF PARKVILLE
DEPARTMENT OF PUBLIC WORKS

Preparation Date: 5/3/2022

WORK PLANNING / AUTHORIZATION FORM

Number: WA-146

Project / Work Description:
WWTF SCADA System Replacement

Purpose: To design and administer repair/replacement of the existing SCADA system at the City WWTF.
The existing SCADA (supervisory control and data acquisition) system was built in 2005 and modified in 2009.
The existing system hardware is mostly obsolete and the code and HMI (human machine interface) lacks functionality.
This WA covers the research, design, document preparation, bidding, and award of services for the project.
The WWTF SCADA replacement project has been programmed for 2022.

Budget: $ 3,500.00 for design & construction phase. $ 48,500 is budgeted for construction.

Service Provider: North Hills Engineering, Inc.

Terms: Subject to the provisions of the May 3rd, 2022 Engineering Services Agreement between the City and North Hills Engineering Incorporated

Primary Tasks:	
Project Management and Coordination Meetings with City Staff (5 month project.)	6
Review the existing system architecture and develop a summary of hardware and software.	3
Review equipment submittals and documentation, I/O charts for the existing PLC's,	2
Meet with AWR staff to review desired level of automation and complexity.	3
Meet with SCADA programmers and vendors regarding, capabilties, local support, hardware needs.	4
Develop work plan and schedule for SCADA hardware replacement, new software, and programming.	6
Prepare writtten technical specifcations for the work proposed.	3
Prepare written summary of work and mininum qualifications for programmers.	3
Develop cost allowance estimate for upgrading PLC hardware.	2
Assemble and coordinate/review proposal and contract documents, using City format.	5
Use City standard contract for professional services.	
Bid Phase Admin.	
Set up project on City website, send advertisement to qualfiied professional service integrators.	1
Meet with firms and address questions during the advertisement period, prepare addenda.	2
Review proposals, check qualifications and experiece, and recommend award to City	2
Construction Phase & Inspection:	
AWR will supervise the construction phase.	
Respond to key questions .	2
Excluded:	44
Meetings involving programming, devices, and sequences of operation. (Will be separate W/A).	
Review of HMI screens, testing of functions, follow up meetings with programmers for revisions.	

Estimated Consultant Fee:

Design, Admin:	42 Hours x	$ 80.00	/ hour =	$ 3,360.00
Inspection:	2 Hours x	$ 80.00	/ hour =	$ 160.00
Total:				$ 3,520.00

Budget: Sewer Budget / CIP

Schedule:

Estimated Completion Date: 12/31/2022

Project Deadlines: n/a

Submitted By:

5-3-22

Jay Norco, P.E. - President. Date

Authorization:

Alefa Barton 5-5-22

~~Mayor~~ City Administrator Date

Alyson Mahl 5/4/22

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville | **Preparation date:** May 4, 2022

Department: Public Works

Low Bidder and Contract Amount:

Urban Tree Specialists
P.O. Box 901422
Kansas City, MO 64190

$2,575

General Scope of Work Description/Project:

205 Main Street – Tree Removal:

In late 2021, the City staff identified a hazardous tree located within the right-of-way near 205 Main Street. Staff worked directly with a certified arborist with Urban Tree Specialists. It was determined to wait until Spring to deal with the hazardous tree. Urban Tree provided the City with a quote to address the tree removal.

The 2022 Transportation Fund includes funding available for tree trimming and removal. There is capacity in that budget to cover this expense.

Competitive Purchasing Information: (List bidder, address, and price):

On October 6, 2020, the Board of Aldermen approved an on-call tree trimming contract with Urban Tree Specialists for the emergency and routine trimming and removal of trees. The unit prices included in this work authorization reflect the unit prices listed in the executed contract.

Project Start Date: 5/1/22 **Estimated Completion Date:** 7/1/22

Budget Account Code: 40-520.07-52-00

Authorization:

☐ City Administrator: Alexa Barton Date: 5/5/22
☐ Department Head: Alysen Abel 5/4/22
☐ Mayor (if applicable): ______
☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

Parkville
Missouri

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Work Authorization #46

Date: **4/28/2022**
Issued to: **Urban Tree Specialists**
P.O Box 901422
KCMO 64190

Project/Work Description: 205 Main Street
Removal of several trees at 205 Main Street

- See attached Proposal - Total $2,575.00

Note: All work to be performed on a time and material basis as outlined in the contract dated 8/7/18

Schedule and Price

Project Start Date:	5/1/2022
Estimated Completion Date:	5/30/2022
Latest Acceptable Date:	6/30/2022
Estimated Cost:	$2,575.00
Expenditure Limit:	$2,575.00
Budget Account Code:	40-520.07-52-00

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: Bret Cleveland Owner-Member Signature: [signature]
Company: **Urban Tree Specialists** Date: 5-2-22

Authorization

Department Head: Alysen Abel Date: 5/4/22
Alysen Abel, Public Works Director

City Administrator (if over $2,500): Alexa Barton Date: 5/5/22
Alexa Barton, City Administrator

Mayor (if over $10,000): Date:
Dean Katerndahl, Mayor

Urban TREE Specialists

Rooted in a Greener Future

City of Parkville
Alysen Abel
8880 Clark Ave
Parkville, MO 64152

Proposal Date: 12/21/2021
Work Site: 205 Main St
Parkville, MO 64152

Proposed By: Bret Cleveland
Ad Source: City License
Work: 816-741-7676

Qty	Plant	Location		Cost
1	Pear	Front street	Decayed tree with potential split — Remove to ground level and remove all debris	$800.00
1	Stump(s)	Front street	Machine grind below ground level and remove stump-grinding debris to approximately soil grade	$100.00
1	Maple (Silver)	Front street	Declining with decay in lower trunk — Remove to ground level and remove all debris	$1,500.00
1	Stump(s)	Front street	Machine grind below ground level and remove stump-grinding debris to approximately soil grade	$175.00
			Subtotal:	**$2,575.00**
			Tax:	**$0.00**
			Total:	**$2,575.00**

Urban TREE Specialists
Rooted in a Greener Future

<u>Terms and Conditions</u>

- It is agreed by and between Urban Tree Specialists LLC and the authorizing party (customer and/or customer's agent) that the following provisions are made as part of this contract:

- Insurance by Contractor: Urban Tree Specialists LLC warrants that it is insured for liability resulting from injury to person(s) or property and that all employees are covered by Workers' Compensation as required by law. Certificates of coverage are available upon request.

- Cancellation Fee: Urban Tree Specialists LLC kindly requests that the authorizing party provide at least 24 hours advance notice of any full or partial work cancellation. If a crew has been dispatched to the job site, the customer will be assessed a mobilization fee of $150.00 for incurred expenses.

- Completion of Contract: Urban Tree Specialists LLC agrees to do its best to meet any agreed upon performance dates, but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control; nor shall the customer be relieved of compensation for delays.

- Tree Ownership: The authorizing party warrants that all trees listed are located on the customer's property, and, if not, that the authorizing party has received full permission from the owner to allow Urban Tree Specialists LLC to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Urban Tree Specialists LLC for any damages or costs incurred from the result thereof.

- Safety: Urban Tree Specialists LLC warrants that all arboricultural operations will follow the latest version of the ANSI Z133.1 Tree Care industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

- All Work to Conform to ANSI A300 Tree Care Management Standards for the arboricultural Industry unless otherwise specified in this proposal.Stump Removal: Unless specified in the proposal, stump removal is not included in the price quoted. Grindings from stump removal will be removed to approximately soil grade unless specified otherwise. Surface and subsurface roots beyond the stump are not removed unless specified in this proposal. Urban Tree Specialists LLC is not responsible for damages to underground sprinklers, drain lines, invisible fences or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party and a copy is presented before or at the time the work is performed.

- Concealed Contingencies: Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, the branches, underground, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and material basis.

- Clean-up: Clean-up shall include removing wood, brush, and clippings, and raking of the entire area affected by the specified work, unless noted otherwise on this proposal.

- Pavement and Hardscapes: Urban Tree Specialists LLC will do our best to avoid all damage to the customer's driveway(s), sidewalk(s), patio(s) and all other hardscaped areas, should any pavement or hardscape be damaged in any way, the customer agrees to indemnify Urban Tree Specialists LLC for any damages orcosts incurred from the results thereof.

- Lawn Repair: Urban Tree Specialists LLC will attempt to minimize all disturbances to the customer's lawn. Lawn repairs are not included in the contract price, unless noted otherwise on this proposal.

- Terms of Payment: Unless otherwise noted in this proposal, the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of 2.00% per month. Credit card payments will be assessed a 3.5% processing fee. Debit cards will not be assessed any fee(s).

- Returned Check Fee: There will be a $100.00 fee charged for all checks returned to our office for non-sufficient funds

Parkville Missouri

CITY ADMINISTRATOR

PURCHASING APPROVAL

City of Parkville **Preparation date:** May 5, 2022

Department: Public Works

Low Bidder and Contract Amount:

VSM Engineering Inc
8008 N. Chatham Ave
Kansas City, MO 64151

$6,720.00

General Scope of Work Description/Project:

Work Authorization – Development Plan Review (WA-5)

On October 20, 2020, the Board of Aldermen approved an on-call professional services agreement with VSM Engineering. With the on-call contracts, staff can utilize the services of professional engineers and architects as project needs arise.

VSM Engineering assisted with the engineering plan review for several stormwater studies. The projects include the Sanctuary at Riss Lake, Dairy Queen, Attic Storage and Evergy Substation.

Competitive Purchasing Information: (List bidder, address, and price):

On October 20, 2020, the Board of Aldermen approved an on-call professional services agreement with George Butler Associates.

Project Start Date: 2/1/22 **Estimated Completion Date:** 4/20/22

Budget Account Code: 10-515.08-03-00

Authorization:

- ☐ City Administrator: ____________ Date: ____________
- ☐ Department Head: Alyson M Abel 5/5/22
- ☐ Mayor (if applicable): ____________ ____________
- ☐ Submit to the Finance Committee for Authorization (if requested by the City Administrator)

WA # 5

Parkville
Missouri

Work Authorization 5

City of Parkville
Department of Public Works

Preparation date: 4/27/2022

To: VSM Engineering, LLC
8008 N. Chatham Ave.
KCMO 64151-1167
vmccaw@vsmkc.com

General Scope of Work Description/Project:

On-Call Engineering & Architectural Services

Civil Engineering Services – Sanctuary at Riss Lake, Dairy Queen, Attic Storage, and Evergy Substation

Invoice No. 1004 Attached

Primary Tasks: (List task and hours):

Estimated Total: $ 6,720.00

Project Start Date:

Estimated Completion Date: 4/20/2022

Budget Account Code: 10-515.08-03-00

Schedule:

Authorization: ______________________

Signature: Valerie S McCaw

Date: 4/28/22

☐ City Administrator:
☐ Department Head: Alysen Abel
☐ Mayor:
5/5/22

Invoice

VSM Engineering, LLC
8008 N Chatham Ave.
Kansas City, MO 64151-1167
Tele: 816.914.1788
Email: vmccaw@vsmkc.com

Date	Invoice #
4/20/2022	1004

Bill To
Alysen Abel City of Parkville 8880 Clark Ave. Parkville, MO 64152

Task	Description	Hours	Rate	Amount
	Civil Engineering Services			
	Sanctuary at Riss Lake			
Project Manager 2018	2018 Rate	6	200.00	1,200.00
Senior Engineer 2018	2018 Rate	15	175.00	2,625.00
Civil Engineer E.I.	2018 Rate	0	110.00	0.00
	Dairy Queen - 2 reviews			
Senior Engineer 2018	2018 Rate	3	175.00	525.00
Civil Engineer E.I.	2018 Rate	10	110.00	1,100.00
	Attic Storage (Hwy 45 storage)			
Senior Engineer 2018	2018 Rate	4	175.00	700.00
Civil Engineer E.I.	2018 Rate		110.00	110.00
	Evergy substation - Second Review			
Senior Engineer 2018	2018 Rate	2	175.00	350.00
Civil Engineer E.I.	2018 Rate		110.00	110.00

Thank you for your business.

Total	$6,720.00
Payments/Credits	$0.00
Balance Due	$6,720.00

Finance Committee Meeting
Monday, April 11, 2022 3:00 PM
Administration Conference Room, City Hall

Draft Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:03 p.m. A quorum was present.

Members Present: Chair Marc Sportsman, Vice Chair Dave Rittman, Robert Lock and Tina Welch

City Staff Present: City Administrator Alexa Barton, Police Captain Jon Jordan, Public Works Director Alysen Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Public Works Project Manager Chris Ashley, Assistant to the City Administrator Jeffery Rhodes and City Clerk Melissa McChesney

2. Financial Updates

A. **4th Quarter 2021 Budget Variance Report**

City Administrator Alexa Barton stated that the report was presented at the March 25 meeting and was updated to match the numbers in the semi-annual financial report in Item 3B.

3. Action Items

A. **Approve the minutes from the March 28, 2022, meeting**

Dave Rittman moved to approve the minutes from the March 28, 2022, meeting. Robert Lock seconded; motion passed 4-0.

B. **Approve the semi-annual financial report for the second half of 2021 and direct City Administration to publish**

Finance/Human Resources Director Matthew Chapman stated that the semi-annual financial report summarized the revenue and expenses for a six-month period and included numbers expected to be credited and charged for 2021. He noted a detailed version would be posted to the City's website.

Discussion focused on the budget for professional services in 2022 and the revenue from the first half compared to the second half, options for the Municipal Court and options for the sewer plant.

Rittman moved to recommend that the Board of Aldermen approve the semi-annual financial report for the second half of 2021 and direct City Administration to publish. Lock seconded; motion passed 4-0.

C. **Approve a construction agreement with Asphaltic Surfaces for the 2022 Mill and**

Overlay Program

Public Works Director Alysen Abel said that staff rated the streets annually and she provided an overview of the streets planned for the 2022 program. She noted that there was a development agreement for Creekside Industrial to repave Ensign Drive with their $10,000 contribution. The bid included the ability to use price indexing and five years of experience for the contractors and seven responses were received. Abel said that Asphaltic Surfaces reached out to staff because they did not meet the experience requirement. An addendum was issued that stated that in lieu of the experience requirement, the contractor had to provide references for projects similar in scale. She noted that staff felt comfortable with recommending Asphaltic Surfaces for the project.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Asphaltic Surfaces for the 2022 Mill & Overlay Program in the amount of $196,525. Lock seconded; motion passed 4-0.

D. **Approve a construction agreement with Terry Snelling Construction for the 2022 Curb & Sidewalk Program**

Public Works Director Alysen Abel stated that the program was completed annually with the intention of replacing 1,600-1,800 feet of curb each year within the $50,000 budget. Six responses to the bid opening were received and the low bid was over budget. Abel noted that extra money from the mill and overlay program could be used to fund the overage or staff could dial back the amount of curb that was repaired. Staff recommended completing the entire project.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Terry Snelling Construction for the 2022 Curb & Sidewalk Program in the amount of $57,740. Lock seconded; motion passed 4-0.

E. **Approve Change Order No. 1 with SGI Construction for the Pocket Park Phase 2 Improvements**

Public Works Director Alysen Abel stated that an agreement was approved in September 2021 to reconstruct the south stairs and move the Grigsby statue in Pocket Park. Due to the coordination around events and working with adjacent property owners, the proposed change order removed the relocation of the statue because additional design was needed to create a flat foundation for the statue. Due to increased costs for materials, scheduled delays from the City and the need to repair the stairs to address safety concerns, the change order was for an increase of $14,187 without moving the statue. Abel noted that even with the price increase, the total cost was lower than the next low bid.

Robert Lock left the meeting at 3:53 p.m.

Discussion focused on keeping the relocation of the statue with the project or moving forward with only the reconstruction of the south stairs. The Finance Committee encouraged staff that the project was a top priority.

Rittman moved to recommend that the Board of Aldermen approve Change Order No. 1 with SGI for the Pocket Park Phase 2 Improvements in the amount of $14,187. Tina Welch seconded; motion passed 3-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

Vice Chair Rittman asked that staff consider including an increase in the level of retirement for the proposed 2023 budget.

7. Adjourn

Chair Sportsman adjourned the meeting at 4:19 p.m.

Submitted by:

Melissa McChesney City Clerk	Approval Date

ITEM 3.B.
For 5/9/2022
Board of Aldermen - Finance Committee Meeting

CITY OF PARKVILLE
Policy Report

Date: May 6, 2022

Prepared By:
Matthew Chapman, Finance/HR Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Amend the Personnel Manual to add Juneteenth as a paid City holiday (Administration)

BACKGROUND:
Section E-3. of the Parkville Personnel Manual establishes 11 holiday days during which the public offices of the City shall be closed. Last summer, the President signed a bill making June 19 (Juneteenth) a federal holiday. Juneteenth is the 12th federal holiday added – the first since Martin Luther King Jr. Day was established in 1983. Juneteenth commemorates the Union troops' arrival in Galveston, Texas, in 1865, where they began enforcing the Emancipation Proclamation that President Abraham Lincoln issued on January 1, 1862. Missouri's state employees will also recognize Juneteenth as a holiday.

Several Greater Kansas City area municipalities are arranging to, or have, addressed Juneteenth as a paid holiday. At this time, North Kansas City, Liberty, Belton, Blue Springs, Platte City, Grandview, Grain Valley and Kansas City in Missouri and Overland Park, Mission, Lenexa, Leawood and Prairie Village in Kansas have established Juneteenth as a paid holiday for employees. Many other cities are reviewing and/or updating their recognized holiday schedules.

BUDGET IMPACT:
There is no direct budget impact associated with this action. The City awards compensatory time for those employees who must work holidays in order to maintain City operations (police, on-call snow/ice operations, etc.). Although there is some intrinsic loss of work productivity, there is no direct out-of-pocket cost to the City by recognizing this holiday.

ALTERNATIVES:

1. Recommend the Board of Aldermen approva a resolution No. to amend Section E-3 of the Parkville Personnel Manual to recognize Juneteenth as a paid City holiday.
2. Approve the resolution subject to modifications requested by the Board of Aldermen.
3. Do not approve the resolution.
4. Postpone the item.

STAFF RECOMMENDATION:
Staff recommends that the Board of Aldermen approve a resolution to amend Section E-3 of the Parkville Personnel Manual to recognize Juneteenth as a paid city holiday.

POLICY:

Section A-1. of the Personnel Manual states that amendments may be subsequently adopted by the Board of Aldermen.

SUGGESTED MOTION:
I move recommend that the Board of Aldermen approve a resolution to amend Section E-3 of the Personnel Manual to recognize Juneteenth as a paid City holiday.

ATTACHMENTS:
1. Draft Resolution

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

CITY OF PARKVILLE, MO.
RESOLUTION No. 22-009

A RESOLUTION APPROVING REVISIONS TO THE PERSONNEL MANUAL FOR THE CITY OF PARKVILLE, MISSOURI

WHEREAS, the City of Parkville Personnel Manual was adopted by the Board of Aldermen by resolution; and

WHEREAS, following adoption of said City of Parkville Personnel Manual, it was amended by the Board of Aldermen by resolution on November 6, 2001; November 1, 2005; July 7, 2009; August 4, 2009; January 17, 2012; June 1, 2012; and December 3, 2014; and

WHEREAS; said City of Parkville Personnel Manual is not a contract of employment and will be reviewed and amended by resolution from time to time to reflect needed changes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen hereby amends Section E-3 of the Personnel Manual to add Juneteenth as a paid City holiday as follows:

E.3. Holidays
All full-time employees of the City shall receive normal compensation for the twelve holidays listed below and any other day or part of a day during which the public offices of the City shall be closed by special proclamation of the Mayor with approval of the Board of Aldermen.

- New Year's Day - January 1
- Martin Luther King's Birthday – 3rd Monday in January
- Presidents' Day – 3rd Monday in February
- Memorial Day – last Monday in May
- **Juneteenth – June 19**
- Independence Day – July 4
- Labor Day – 1st Monday in September
- Veterans' Day – November 11
- Thanksgiving Day – last Thursday in November
- Day after Thanksgiving – last Friday in November
- Christmas Day – December 25
- Second Christmas Holiday
  - If Christmas falls on Sunday – December 27
  - If Christmas falls on Monday or Thursday – December 26
  - If Christmas falls on Tuesday, Wednesday, or Friday – December 24
  - If Christmas falls on Saturday – December 23

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 17th day of May 2022.

____
Mayor Dean Katerndahl

ATTESTED:

____
City Clerk Melissa McChesney

ITEM 3.C.
For 5/9/2022
Board of Aldermen - Finance Committee Meeting

CITY OF PARKVILLE
Policy Report

Date: May 4, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Approve a purchase order with Ag-Power for the lease of a John Deere utility tractor for the Parks Division (Public Works)

BACKGROUND:
The Parks Division of Public Works maintains over 200 acres of parkland, which includes English Landing Park, Platte Landing Park and several neighborhood parks. The need for a heavy duty multi-purpose tractor and loader to provide ongoing maintenance and address new projects is needed. This equipment is used a minimum of nine months out of the year to address operation demands. This will be an all-utility vehicle that current equipment, such as our disc and brush hog, will attach.

Staff worked directly with Ag-Power to review options related to leasing a John Deere tractor. Ag-Power is the awarded vendor as part of the state of Missouri Cooperative Purchasing Contracts. The State of Missouri includes cooperative language in their contracts so that municipalities may utilize competitively solicited cooperative contractsfor service and equipment. These contracts typically include options for both outright purchase as well as leasing.

The bid for the John Deere 5075E Utility Tractor is based on an hourly rate for the tractor and loader. The lease option is a better fit for the City based upon the amount of time the equipment is utilized and affords the City to utilize newer equipment on an annual basis. The lease would be approximately $6,500 per year, based on the anticipated hourly usage.

BUDGET IMPACT:
The Parks Sales Tax budget includes $7,000 annually for the lease of a utility tractor.

ALTERNATIVES:
1. Approve a nine month lease with Ag-Power for the John Deere utility tractor.
2. Approve the purchase of a John Deere utility tractor.
3. Provide feedback to staff related to the tractor.
4. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends the lease of a John Deere utility tractor with Ag-Power for the Parks Division.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above $10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:
I recommend that the Board of Aldermen approve a lease agreement with Ag-Power for the John Deere utility tractor in the estimated amount of $6,500.

ATTACHMENTS:
1. Purchase Order

LEASE PURCHASE ORDER

(non-construction)

CITY OF PARKVILLE (LEASOR)
8880 Clark Avenue
(816) 741-7676

Date: May 17, 2022

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR **AG-Power, Inc.**

91 NW 58 Hwy.

Centerview, MO 64019

Phone: 816-651-4094 Email Kyle Lehning: Klehning@ag-power.com

SHIP TO: Tom Barnard, 8701 McAfee Drive, Parkville Mo. 64152

INVOICE TO: Alysen Abel, PW Director, 8880 Clark Ave., Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 6 pages including attachments. Leaser agrees to pay the total sum of $16.67 per hour for one 5075E Tractor; and $1.48 per hour for one H240 H520 M Loader, subject to any additions or deductions agreed upon in writing**. Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity. Leaser will provide Vendor with a Tax Exemption Certificate**. Payment is to be made within thirty days after delivery of goods and receipt of invoice. This purchase order is only valid one year from delivery date.

ITEMS:	SCHEDULE OF DELIVERY:
LEASE OF: 5075E John Deere Tractor @ $16.67 per hour H240 H520 M Loader @ $1.48 per hour Lease is from AG-Power, Inc. for 12 months from date of delivery See Attachment "A" – Terms and Conditions See Attachment "B" – Letter of Intent	F.O.B. Tom Barnard, 8701 McAfee Drive, Parkville Mo. 64152 816-215-4047

NOTE: **All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order**. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser") ("Vendor")

By:______________________________ **By:**______________________________

Title:______________________________ **Title:**______________________________

Date:______________________________ **Date:**______________________________

CITY OF PARKVILLE
Policy Report

Date: May 4, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Approve a reimbursement to the Platte County Regional Sewer District for Brush Creek Interceptor maintenance (Public Works)

BACKGROUND:
In 2008, the City entered into an agreement with the Platte County Regional Sewer District (PCRSD) to construct the Brush Creek Sewer Interceptor. Through payments from the property owners within the neighbor improvement boundary, the City collects payments annually and the majority of the payments are used to pay down the debt. The City is responsible for collecting a maintenance fee of $45.00 per acre per year during the term of the bond.

PCRSD maintains the sewer interceptor which requires short-term and long-term maintenance. The attached invoices from PCRSD represent the cleaning of the pump station and replacement of a pump for a total reimbursement amount of $26,920.70. It is anticipated that additional reimbursement requests in upcoming years, based on the schedule of maintenance included in the original contract.

BUDGET IMPACT:
The Brush Creek Neighborhood Improvement District includes funding available for short-term and long-term maintenance of the sewer interceptor.

ALTERNATIVES:
1. Approve the reimbursement request from PCRSD for the Brush Creek Interceptor.
2. Provide feedback to staff related to the reimbursement request.
3. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends approval of the reimbursement request from PCRSD for the Brush Creek Interceptor.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above $10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve a reimbursement request from Platte County Regional Sewer District for Brush Creek Interceptor maintenance in the amount of $26,920.70.

ATTACHMENTS:

1. Invoices

023609

Invoice #	Invoice Date	Description	Amount
137062011	08/20/2021	Westside PS cleaning	5,750.00
		Check Amt Total:	5,750.00

te: 09/09/2021 PLATTE COUNTY REGIONAL SEWER DISTRICT | OPERATING ACCOUNT Check#: 23609

LCK85111C PRINTED IN U.S.A.

Vendor: REDDI REDDI SERVICES KC 023757

Invoice #	Invoice Date	Description	Amount
143928810	11/23/2021	West Side PS cleaning	6,720.70
		Check Amt Total:	6,720.70

e: 12/09/2021 PLATTE COUNTY REGIONAL SEWER DISTRICT | OPERATING ACCOUNT Check#: 23757

CK85111C PRINTED IN U.S.A.

Vendor: EPS ENVIRONMENTAL & PROCESS SYSTEMS INC 023795

Invoice #	Invoice Date	Description	Amount
IM2201-01	01/04/2022	West Side PS	14,450.00
		Check Amt Total:	14,450.00

te: 01/12/2022 PLATTE COUNTY REGIONAL SEWER DISTRICT | OPERATING ACCOUNT Check#: 23795

REDDI SERVICES PLUMBING & AIR CONDITIONING

Reddi Services
4011 Bonner Industrial Drive
Shawnee, KS, 66226
913-287-5005

BILL TO
Platte County Regional Sewer District
11724 Northwest Plaza Circle #800
Kansas City, MO 64153 USA

INVOICE	INVOICE DATE
137062011	Aug 20, 2021

JOB ADDRESS
Platte County Regional Sewer District
I-435 and 45 HWY
Parkville, MO 64152 USA

Terms: Net 30
Completed Date: 8/20/2021

DESCRIPTION OF WORK

Vacuum, Pump and Hydro Jet 37' deep lift station at I-435 and 45 Hwy as requested by Kevin Schank. Disposal on site.

Dell
764.010
West Side Pump Station cleaning

MB

SUB-TOTAL	$5,750.00
TAX	$0.00
TOTAL DUE	$5,750.00
BALANCE DUE	$5,750.00

THANK YOU FOR CHOOSING REDDI SERVICES

REDDI SERVICES 60 YEARS
PLUMBING & AIR CONDITIONING

Reddi Services
4011 Bonner Industrial Drive
Shawnee, KS, 66226
913-287-5005

BILL TO
Platte County Regional Sewer District
11724 Northwest Plaza Circle #800
Kansas City, MO 64153 USA

INVOICE	INVOICE DATE
143928810	Nov 23, 2021

JOB ADDRESS
Platte County Regional Sewer District
I-435 and 45 HWY
Parkville, MO 64152 USA

Terms: Net 30
Completed Date: 11/23/2021

DESCRIPTION OF WORK

Vacuum, Pump and Hydro Jet wet well at I-435 and 45 Highway from 8a to 4p as requested by Kevin Schank. Disposal on site.

Labor - $2720.00
Equipment - $3480.00
Materials - $106.50
Supply Charge - $189.20
Fuel Charge - $225.00

MB

Zell
west Side B
767 000

SUB-TOTAL	$6,720.70
TAX	$0.00
TOTAL DUE	$6,720.70
BALANCE DUE	$6,720.70

THANK YOU FOR CHOOSING REDDI SERVICES

INVOICE

Remit To:

Environmental & Process Systems, Inc.
11419 Strang Line Road
Lenexa, KS 66215-4047
Phone: 913-338-0311
Fax: 913-338-0353
E-Mail: envprocess@aol.com

Inv. No: IM2201-01
Date: 1/4/2022
P.O.#: Kevin Schank

EPS Ref#: P2111-09 & P2111-10

SOLD TO: Platte County Regional Sewer District
P. O. Box 590
Platte City, MO 64079-0590

ATTN: Accounts Payable Department
PH: 816-858-2052
FX: 816-858-3537
e-mail: dkoch@pcrsd.com

SHIP TO: PCRSD WWTF
15420 N.W. River Road
Parkville, MO 64152

ATTN: Kevin Schank

Salesman	Shipped Via	Terms	F.O.B.
Ron Olendorff	Best Way	Net 30	Factory

Qty. Ordered	Qty. Shipped	Description	Unit Price	Amount

(PCRSD - West Side Pump Station - Replacement Pump)

Existing Pumps: ABS AFP1546.3 M105/4EX-6", 14.1 HP, 1750 RPM, 19.4 FLA @ 460/3/60 (2008).
Original Duty: ~1,000 GPM @ 30' TDH (~20' Static Est.)
Existing RVSS: ABB, ?? HP, 480/3/60.

Qty. Ordered	Qty. Shipped	Description
1	1	Homa Pump Model AMS646-285/15,3F/C-6", SiC/SiC Lower & Upper Seal Faces, 100,000 B10 Bearing Life 15.3 HP, 1160 RPM, 21.5 FLA @ 460/3/60, Cable: (1) Single Power/Control, 10G2.5 [0.86"]. Pump Wt. ~593 lbs. - S/N 648640
1	1	T-304 SS Lift Handle/Bail (F Motor).
1	1	SS Kellum Grip (1-Power/Control cable).
1	1	One (1) Year Full, Prorated thru 5th Year Homa Pump Warranty.

West Side Pump
JML 764.560
MB

Note: Reuse Existing Guide Rail Bracket. / Reuse Existing Moisture Relay (120vac).

Total Due This Invoice - $14,450.00

****

NOTES:

1) A service fee of 2% per month on any unpaid balance with a minimum fee of $20 per month will be applicable for each month orportion thereof, and will be due until payment is received.
2) Any applicable tax is not included in this invoice. Any tax, whether local, state or federal in origin should be paid direct by you to the appropriate taxing agency.

ITEM 3.E.

For 5/9/2022

Board of Aldermen - Finance Committee Meeting

CITY OF PARKVILLE
Policy Report

Date: May 4, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Approve a partnership agreement with Mid-America Regional Council for the Regional Preventative Maintenance Program (Public Works)

BACKGROUND:
Through the Coronavirus Response and Relief Supplemental Appropriations Act, several Missouri communities will receive an opportunity to participate in the Regional Preventative Maintenance Program. This program includes federal funding that is distributed through the Mid-America Regional Council (MARC) and the Missouri Department of Transportation. As a small community of over 7,000 residents, Parkville will receive up to $50,000 to spend on an asphalt overlay without a commitment for a local match. This regional effort involves hiring a consulting engineer to work directly with the communities and developing a consolidated bid document. The overlay program is planned to span over two budget years (2023 and 2024).

This program requires the City to enter into a partnership agreement with MARC to participate. Since this is an agreement with another local entity, approval via ordinance by the Board of Aldermen is required.

BUDGET IMPACT:
There is no budget impact associated with this agreement. The City will receive the benefit of $50,000 for the regional overlay program.

ALTERNATIVES:
1. Recommend the Board of Aldermen adopt an ordinance approving the partnership agreement with MARC for the Regional Preventative Maintenance Program.
2. Provide feedback to staff related to the Regional Preventative Maintenance Program.
3. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends the approval of the partnership agreement with MARC for the Regional Preventative Maintenance Program.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above $10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:
I move to recommend that the Board of Aldermen approve a partnership agreement with the Mid-America Regional Council to participate in the Regional Preventative Maintenance Program.

ATTACHMENTS:
1. Draft Ordinance
2. Partnership Agreement

BILL NO. ____ ORDINANCE NO. ____

AN ORDINANCE APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE MID-AMERICA REGIONAL FOR THE REGIONAL PREVENTATIVE MAINTENANCE PROGRAM

WHEREAS, Coronavirus Response and Relief Supplemental Appropriations Act funding is available to Missouri cities and counties located within the Kansas City metropolitan area; and

WHEREAS, funds received will be used to conduct a regional roadway maintenance program; and

WHEREAS, the City of Parkville will receive an allocation to participate in the Regional Preventative Maintenance Program in an amount not to exceed $50,000; and

WHEREAS, the Mid-America Regional Council will provide program management, for the partners in the region, including preliminary design, inspection and contract administration.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI AS FOLLOWS:

Section 1. The Mayor is hereby authorized to sign an intergovernmental agreement, attached hereto and incorporated herein by reference, with the Mid-America Regional Council for the Regional Preventative Maintenance Program.

Section 2. This ordinance shall be in effect immediately upon its passage and approval.

PASSED and APPROVED this 17th day of May 2022.

____
Mayor Dean Katerndahl

ATTESTED:

____
City Clerk Melissa McChesney

REGIONAL PREVENTIVE MAINTENANCE PROGRAM

AGREEMENT

PARTIES: **City of Parkville, Missouri,** hereinafter referred to as the "Partner"

Mid-America Regional Council, hereinafter referred to as "MARC"

PURPOSE: The Regional Preventive Maintenance program (here in after known as "RPM") will use Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) funds to support preventive maintenance activities on local roadways to address deferred maintenance needs for area cities and counties located within the Kansas City metropolitan planning area in Missouri. Funds received will be used to conduct Mill & Overlay and/or Micro Surfacing maintenance on roadways as detailed in Article I.

The program is intended to facilitate the following objectives:

- Maximize federal funds at 100% participation to the extent possible;
- Use CRRSAA funds for program administration, preliminary engineering, preventive maintenance activities and construction engineering;
- Focusing on local roadways not on the Federal Aid Highway system to provide maximum flexibility in implementing the program;
- Focusing on routes that connect neighboring jurisdictions, where practical;
- Grouping multiple jurisdictions' roadways into a small set of consolidated preventive maintenance contracts for economies of scale;
- Offering options for both Mill & Overlay and Micro Surfacing contracts as needed.

EFFECTIVE Parties mutually agree to Articles I, II, and III in accordance with this Agreement from the (start date) until the (end date).

ARTICLE I

PARTNER AGREES:

1. To provide a primary project contact and coordinate with MARC's project manager and the project's preliminary and construction engineering teams.
2. To participate in the RPM program management and provide MARC all required technical assistance, data and any other necessary information needed to successfully manage and comply with federal/state requirements regarding the RPM project.
3. To identify roadways within their jurisdiction to be included in the RPM in consultation with MARC, avoiding route(s) that will require costly retrofits under Americans With Disabilities Act requirements or completing required ADA upgrades with local funds.
4. Avoid routes:
    a. Assumed or deemed controversial.

b. Require purchasing rights of way that is beyond the customary practice/cost of similar preventive maintenance projects
c. Requiring public engagement that is beyond public engagement practices of similar preventive maintenance projects.
d. Requiring extensive base or pavement repair
e. That are existing locally funded projects requiring completion.

5. To select local roadways not on the Federal Aid Highway system.
6. To select a Mill & Overlay and/or Micro Surfacing preventive maintenance solution as appropriate.
7. To allow RPM project work in their jurisdiction to be bundled or combined into bid packages and contracts including work in other jurisdictions.
8. To use common specifications and mix designs to reduce cost and program complexity.
9. To reimburse MARC for any project cost within the Partner's jurisdiction above and beyond the Partner's CRRSAA allocation in Article III.
10. Any change order, rights of way purchase, extensive/additional public engagement or request for additional services must be submitted through MARC to the contracted contractor. If the resulting change order or request for additional services requires additional funding, payment shall be the responsibility of the Partner.
11. Partner is aware that any rights of way and public engagement cost are attributed to their CRRSAA allocation. The balance of the allocation minus any additional cost will be used as the Partners preventive maintenance program's allocation.
12. To waive any and all permit expenses in connection to the RPM project.
13. To provide final approval of project deliverables.
14. Final selection of proposed route(s) is vested in MARC in consultation with the Partner.
15. To the extend allowed by law, the Partner shall defend, indemnify, and hold harmless MARC and any of its agents, officials, officers and employees from and against all claims, damages, liability, losses, costs and expenses, including reasonable attorney fees, arising out of or resulting from any negligent acts or omissions in connection with the services performed by the Partner under this Agreement, caused by the Partner, its employees, agents, subcontractors, or caused by others for whom the Partner is liable. Notwithstanding the foregoing, the Partner is not required under this section to indemnify MARC for the negligent acts of MARC or any of its agencies, officials, officers, or employees.

ARTICLE II

MARC AGREES:

1. To provide a project manager, conduct project and program management.
2. To work with MoDOT to secure funding for administration, preliminary engineering, construction inspection and preventive maintenance contracts.
3. To work with MoDOT and Partner jurisdictions to procure engineering and construction services,
4. MARC shall comply with and shall require its Private Firms to comply with all federal, state and local laws, ordinances and regulations applicable to the work and this Agreement.
5. To ensure RPM partners' agreements adequately cover program terms and costs,

6. To allocate CRRSAA funds for RPM program activities within the Partner's jurisdiction as shown in Exhibit A.
7. To manage RPM project development activities and requirements,
8. To conduct RPM project lettings,
9. To manage construction inspection and federal grant reporting activities, as needed.
10. To ensure that RPM project consultants and contractors follow federal, state and local laws for engineering and job site safety and construction.
11. To accept project completion only with Partner approval.
12. To the extent allowed by law, MARC shall defend, indemnify, and hold harmless the Partner and any of its agents, officials, officers and employees from and against all claims, damages, liability, losses, costs and expenses, including reasonable attorney fees, arising out of or resulting from any negligent acts or omissions in connection with the services performed by MARC under this Agreement, caused by MARC, its employees, agents, subcontractors, or caused by others for whom MARC is liable. Notwithstanding the foregoing, MARC is not required under this section to indemnify the Partner for the negligent acts of the Partner or any of its agencies, officials, officers, or employees.
13. MARC shall procure and maintain, and shall require its contractors to procure and maintain, in effect throughout the duration of this Agreement, insurance coverage not less than the types and amounts specified below. MARC shall ensure that the Partner is named as an additional insured.

    1. Commercial General Liability Insurance: with limits of $2,000,000 per occurrence and $2,000,000 aggregate, written on an "occurrence" basis. The policy shall be written or endorsed to include the following provisions:

        a. Severability of Interests Coverage applying to Additional Insureds
        b. Contractual Liability,
        c. Per Project Aggregate Liability Limit or, where not available, the aggregate limit shall be $2,000,000.
        d. No Contractual Liability Limitation Endorsement,
        e. Additional Insured Endorsement, ISO form CG2010, current edition, or its equivalent.

    2. Workers' Compensation Insurance: as required by statute, including Employers Liability with limits of:
        a. Workers' Compensation Statutory
        b. Employers' Liability with limits of:
            i. $100,000 each accident
            ii. $500,000 disease –policy limit
            iii. $100,000 disease - each employee

    3. Commercial Automobile Liability Insurance: with a limit of $2,000,000 per occurrence, covering owned, hired, and non-owned automobiles. Coverage provided shall be on an "any auto" basis and written on an "occurrence" basis. This insurance will be written on a Commercial Business Auto form, or acceptable equivalent, and will protect against claims arising out of the operation of motor vehicles, as to acts done in connection with this Cooperative Agreement.

4. If applicable, Professional Liability Insurance with limits per claim and annual aggregate of $ 2,000,000.

Regardless of any approval by the Partner, it is the responsibility of MARC to ensure that the required insurance coverage is procured and maintained in effect at all times. In the event MARC fails to ensure that the required insurance is procured and maintained in effect, or that Partner is named as an additional insured, the Partner may order that the construction of the Improvements immediately stop and, upon ten (10) days' notice and an opportunity to cure, may pursue its remedies for breach of this Agreement as provided for herein and by law.

ARTICLE III

BOTH PARTIES MUTUALLY AGREE:

1. The Partner will receive a CRRSAA allocation to participate in the RPM program in an amount up to but will not exceed $50,000.
2. The RPM Program is funded completely by CRRSAA funding and local match participation is not required.
3. Any cost beyond the Partner's CRRSAA allocation is the responsibility of the Partner.
4. This Agreement and all contracts entered into under provisions of this Agreement shall be binding upon the Partner and MARC.
5. This Agreement is pursuant to the authority set forth in Article VI, Section 16 of the Missouri Constitution and Section 70.210 et. Seq.
6. No provision of this Agreement shall be constructed to create any type of joint ownership of any property, any partnership or joint venture, or create any other rights or liabilities except as may be otherwise expressly set forth herein.
7. Parties to this Agreement may terminate this Agreement by giving 180 days' notice to the other Party. Financial obligations will be honored up to the effective date of termination.
8. No third-party beneficiaries are intended to be created by this Agreement, nor do parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to terms or provisions of this Agreement.

IN WITNESS WHEREOF: the parties hereto have caused this Agreement to be signed by their authorized officers on the day and year first above written.

Mid-America Regional Council	**City of Parkville, Missouri**
David Warm Executive Director	____________________________________ Name
	____________________________________ Title
Date: ________________________________	Date: ________________________________
	Attest: ______________________________

Exhibit A
2020 Census Population Data by City by County

Missouri Cities and Counties in the Metropolitan Planning Area

	2020 Population (1)	Pop %	Minimum Allocation (2)	Pop Allocation (3)	Total Allocation
MARC MPO (Missouri)	1,140,568	100.0%	$ 350,000	$ 6,364,666	$ 6,714,666
Cass County	107,824	9.5%			$ -
Belton	23953	2.1%		$ 133,664	$ 133,664
Harrisonville	10121	0.9%		$ 56,478	$ 56,478
Kansas City (pt.)	104	0.0%	$ -	$ 580	$ 580
Lee's Summit (pt.)	2670	0.2%	$ -	$ 14,899	$ 14,899
Peculiar	5621	0.5%	$ 50,000		$ 50,000
Pleasant Hill (pt.)	8766	0.8%	$ 50,000		$ 50,000
Raymore	22941	2.0%		$ 128,017	$ 128,017
Balance of Cass County (4)	33,648	3.0%		$ 187,765	$ 187,765
County Subtotal	93,437	8.2%	$ 100,000	$ 521,403	$ 621,403
Clay County	253,335	22.2%			$ -
Excelsior Springs (pt.)	10372	0.9%		$ 57,878	$ 57,878
Gladstone	27063	2.4%		$ 151,019	$ 151,019
Independence (pt.)	0	0.0%	$ -	$ -	
Kansas City (pt.)	138178	12.1%		$ 771,069	$ 771,069
Kearney	10404	0.9%		$ 58,057	$ 58,057
Liberty	30167	2.6%		$ 168,340	$ 168,340
North Kansas City	4467	0.4%	$ 50,000		$ 50,000
Smithville (pt.)	10406	0.9%		$ 58,068	$ 58,068
Balance of Clay County (4)	22,278	2.0%		$ 124,317	$ 124,317
County Subtotal	248,868	21.8%	$ 50,000	$ 1,388,748	$ 1,438,748
Jackson County	717,204	62.9%			$ -
Blue Springs	58603	5.1%		$ 327,020	$ 327,020
Grain Valley	15627	1.4%		$ 87,203	$ 87,203
Grandview	26209	2.3%		$ 146,253	$ 146,253
Greenwood (pt.)	5700	0.5%	$ 50,000		$ 50,000
Independence (pt.)	123011	10.8%		$ 686,433	$ 686,433
Kansas City (pt.)	316456	27.7%		$ 1,765,907	$ 1,765,907
Lee's Summit (pt.)	98438	8.6%		$ 549,310	$ 549,310
Oak Grove (pt.)	8058	0.7%	$ 50,000		$ 50,000
Pleasant Hill (pt.)	11	0.0%			$ -
Raytown	30012	2.6%		$ 167,475	$ 167,475
Balance of Jackson County (4)	35,090	3.1%		$ 195,811	$ 195,811
County Subtotal	703,446	61.7%	$ 100,000	$ 3,925,412	$ 4,025,412
Platte County	106,718	9.4%			$ -
Kansas City (pt.)	53352	4.7%		$ 297,718	$ 297,718
Parkville	7117	0.6%	$ 50,000		$ 50,000
Platte City	4784	0.4%	$ 50,000		$ 50,000
Balance of Platte County (4)	41,465	3.6%		$ 231,385	$ 231,385
County Subtotal	94,817	8.3%	$ 100,000	$ 529,104	$ 629,104
Multi-County Cities:					
Kansas City	508,090	44.5%	$ -	$ 2,835,274	$ 2,835,274
Lee's Summit	101,108	8.9%	$ -	$ 564,209	$ 564,209
Pleasant Hill	8,777	0.8%	$ 50,000		$ 50,000

Notes:
(1) Source US Census Bureau.
(2) Minimum $50,000 allocation to cities with population between 5,000 to 9,999.
(3) Allocation by % population to cities over 10,000 population.
(4) Counties to receive remaining population funding that is not allocated to cities above 5,000 population.