



FINANCE COMMITTEE
Monday, March 13, 2023 4:30 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 February 27, 2023, meeting
 - B. Approve a construction agreement with Ace Pipe Cleaning for the 2023 Street Sweeping Program (Public Works)
 - C. Approve a construction agreement with HydroKlean for the 2023 Sanitary Sewer CCTV Program (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



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

Work Authorization #1

Date: February 14, 2023
Issued to: Terry Snelling Construction, Inc.
20004 E Yocum Rd.
Independence, MO 64058
Project/Work Description: Emergency Curb Repair at 7805 NW Rosewood Cir.

Scope of Work/Purpose: Mobilize equipment and haul trucks. Furnish and install 38 Lineal Ft. of curb across driveway. Place expansion joint between curb and driveway. Block drive for 3 days with signs and barricades

Schedule and Price

Project Start Date: 2/14/2023
Estimated Completion Date: 5/31/2023
Latest Acceptable Date: 5/31/2023
Estimated Cost: \$2,870.00
Expenditure Limit: \$2,870.00
Budget Account Code: 40-520.04-90-00

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: _____ Signature: Terry Snelling Pres
Company: Terry Snelling Construction Date: 2-15-2023

Authorization

Department Head: Alysen Abel Date: 3/1/23
Alysen Abel, Public Works Director
City Administrator (if over \$2,500): Alexa Barton Date: 3/1/2023
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)
X Certificate of Insurance that demonstrates compliance with the Terms and Conditions
X Valid business license

PURCHASE ORDER
(non-construction)

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

Date: February 23, 2023

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

VENDOR Metro Rolloff Container Services LLC
6208 N. W. Bell Road
Kansas City, MO 64152
816-809-1561

SHIP TO: {as directed by staff based on the event, see page 2}

INVOICE TO: Parkville City Hall, 8880 Clark Ave., Attn: Richard Wilson, Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER DELIVERY 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 UNIT PRICES as outlined on page 2 for such materials, subject to any additions or deductions agreed upon in writing. **Delivery 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 30 days after delivery of goods and receipt of invoice. This purchase order is only valid through December 31, 2023.

ITEMS:

15 Yard Containers at \$275 per container up to 2 tons

20 Yard Containers at \$325 per container up to 3 tons

30 Yard Containers at \$400 per container up to 4 tons

*Per ton overages will be \$80.00 per ton per container.

Service is for Spring and Fall Clean-up 2023.

Fuel Surcharge \$2.99

Prices good through December 31, 2023.

Spring Cleanup (Saturday, April 15, 2023):

Deliver, set and pick up 30 yard containers at Rockridge Quarry recycle site at 6305 N. W. Riverpark Drive, Riverside, MO 64150, for a unit price of \$400.00 per container with a 4-ton limit. Weight over 4 tons to be billed at \$80.00 per ton, per container.

Fall Cleanup (Saturday, October 21, 2023):

Deliver, set and pick up 30 yard containers at Rockridge Quarry recycle site at 6305 N. W. Riverpark Drive, Riverside, MO 64150, for a unit price of \$400.00 per container with a 4-ton limit. Weight over 4 tons to be billed at \$80.00 per ton, per container.

See Attachment "A" – Terms and Conditions

See Attachment "B" – Insurance Requirements

See Attachment "C" - Metro Rolloff Quotation attached for unit price reference only. Terms and Conditions to be by this Purchase Order

SCHEDULE OF DELIVERY:

Containers to be delivered one day prior to the event

Address for delivery:

Rockridge Quarry site, 6305 N. W. Riverpark Drive, Riverside, MO 64150
(for the Spring and Fall Cleanup Events)

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")

METRO ROLLOFF CONTAINER SERVICES LLC ("Vendor")

By: *Alexa Barton*

By: *Julie Burnor Laquerre*

Title: *City Administrator*

Title: General Manager

Date: *3-1-2023*

Date: *2/23/2023*

Alyssa Madant

3/1/23



Estimate

Estimate Date 1/11/2023

6208 NW Bell Road
Parkville, MO 64152

Phone Number: 816-809-1561

Bill To:

City of Parkville
8880 Clark Avenue
Parkville MO 64152

Ship To

Quantity	Description	Total
1	Delivery - 30 Yard Container	400.00
1	Container Storage 30 days - 20 YD	325.00
1	Container Storage 30 days - 15 YD	275.00
1	Container Storage 30 days - 40 YD	525.00
	Over Weight (heavy) Charge @ \$80 Per Ton	80.00
	Fuel Surcharge	2.99

Total **\$1,607.99**

Parkville Area Service / Utility Contacts

Electricity

Evergy

J. Brent Gerling, PE
Engineering & Design Supervisor – Northland Distribution
8325 N Platte Purchase Drive
Kansas City, MO 64118
(816) 652-1654
brent.gerling@evergy.com

Ronald McCall
Field Design Supervisor
8325 N. Platte Purchase Drive
Kansas City, MO 64118
(816) 420-4803
Ronald.Mccall@kcpl.com
www.kcpl.com

Gas

Spire Energy (formerly Missouri Gas Energy)

Chris Collins (Main Source)
7500 East 35th Terrace
Kansas City, MO 64129
(816) 472-3434
Chris.Collins@spireenergy.com

- 4-6 week timeframe for approval
- If main extension, design may take 2 months

Beverly Passantino (Easement Review)
7500 East 35th Terrace
Kansas City, MO 64129
(816) 472-3434
Beverly.Passantino@thelaclededegroup.com

Sewer

City of Parkville Public Works Department

Alysen M Abel
Public Works Director
8880 Clark Avenue
Parkville, MO 64152
(816) 741-7676
aabel@parkvillemo.gov
www.parkvillemo.gov

Platte County Regional Sewer District

Attn: Dan Koch
414 State Route 273
Tracy, Missouri 64079
(816) 858-2052
dkoch@pcrsd.com
www.pcrsd.com

Water

Missouri American Water

Roger Sparks
Project Manager
3524 S Leonard Rd
St. Joseph, MO 64503
(816) 233-3317 office
(7) 412-2110 internal
(816) 752-8106 cell
Roger.W.Sparks@amwater.com
www.mawc.com

Consolidated Public Water Supply District #1 of Platte County

Jodi Lindsay
18205 NW Hwy 45
PO Box 5
Waldron, MO 64092
(816) 891-3457
jlindsay@alliancewater.com

Fire Department

Southern Platte Fire Protection District (SPFPD)

Dean Cull
Fire Marshall
8795 NW N Highway
Kansas City, MO 64153
(816) 741-2900 main
(816) 935-7210 cell
DCull@spfpd.com

State Highway

Missouri Department of Transportation (MoDOT)

Ben McCabe, P.E.
Area Engineer for Platte, Clay & Ray Counties
MoDOT, Kansas City District
600 Colbern Rd.
Lee's Summit, MO 64086
(816) 317-5572 cell
(816) 607-2271 office
Ben.McCabe@modot.mo.gov

Dave McDaniel
Traffic Specialist
MoDOT, Kansas City District
600 Colbern Rd.
Lee's Summit, MO 64086
(816) 607-2186 office
David.McDaniel@modot.mo.gov

School District

Park Hill School District

Superintendent Jeanette Cowherd
7703 NW Barry Road
Kansas City, MO 64153
(816) 359-4050
cowherd@parkhill.k12.mo.us

WORK PLANNING / AUTHORIZATION FORM

Number: WA-157

Project / Work Description:

WWTF SCADA System Replacement

Note: This W/A replaces the earlier WA-146, which was terminated in 2022 when the project was eliminated for budget reasons.

W/A 146 was cancelled after one hour was spent.

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 partially obsolete and the code and HMI (human machine interface) lacks functionality.

The existing system is now experiencing glitches and control problems.

Thus, the existing SCADA system needs to be rebuilt on both the hardware and software sides.

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 2023.

Budget: \$ 5,000.00 for design & construction phase. \$ 53,000 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 (8 month project.)	5
Survey and inspect the existing hardware, type and versions, as well as spare parts on hand. List out.	4
Evaluate how much of the hardware can be re-used, including PLC, power bus, I/O cards.	5
Review the existing system architecture and develop a summary of hardware and software.	5
Review equipment submittals and documentation, I/O charts for the existing PLC's,	3
Meet with AWR staff to review desired level of automation and complexity.	3
Meet with SCADA programmers and vendors regarding, capabilities, local support, hardware needs.	4
Develop work plan and schedule for SCADA hardware replacement, new software, and programming.	3
Prepare written technical specifications for the work proposed.	4
Prepare written summary of work and minimum qualifications for programmers.	5
Develop cost allowance estimate for upgrading PLC hardware.	4
Assemble and coordinate/review proposal and contract documents, using City format.	4
Use City standard contract for professional services.	

Bid Phase Admin.

Set up project on City website, send advertisement to qualified professional service integrators.	1
Meet with firms and address questions during the advertisement period, prepare addenda.	6
Review proposals, check qualifications and experience, and recommend award to City	6

Construction Phase & Inspection:

AWR will supervise the construction phase.

Excluded:

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.

62

Estimated Consultant Fee:

Design, Admin:	62 Hours x	\$ 80.00 / hour =	\$ 4,960.00
Construction Phase	0 Hours x	\$ 80.00 / hour =	\$ -
Total:			\$ 4,960.00

Budget: Sewer Budget / CIP

Schedule:

Estimated Completion Date: 12/31/2023

Project Deadlines: n/a

Submitted By:



Jay Norco, P.E. - President.

Date

Authorization:


Mayer City Administrator

3/1/2023
Date

Alyssa Barton 3/1/23



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

Work Authorization #147 (OC)

Date: February 21, 2023
Issued to: H & H Septic Service Inc.
13325 N. Silver Ridge Dr.
Platte City, MO 64079

Project/Work Description

Title: Repair 1 1/4" Service Line Break – Approx. 5733 N. Point Court
Invoice No. 53888 Attached

Schedule and Price

Project Start Date: 2/15/2023
Estimated Completion Date: 2/21/2023
Latest Acceptable Date: 2/21/2023
Estimated Cost: \$4,468.75
Expenditure Limit: \$4,468.75
Budget Account Code: 30-501.07-34-00

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: Alysa Moore / OFFICE manager Signature: [Signature]
Company: H & H Septic Service Inc. Date: 2/27/2023

Authorization

Department Head: Alysa Moore Date: 3/1/23

Alysa Moore, Public Works Director

City Administrator (if over \$2,500): Alexa Barton Date: 3/1/23

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

H & H Septic Service Inc

13325 N Silver Ridge Dr
Platte City MO 64079

Invoice

Date	Invoice #
2/15/2023	53888

Bill To
CITY OF PARKVILLE 8880 CLARK AVENUE PARKVILLE MO 64152

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	LABOR REPAIRED BREAK IN 1 1/4" SERVICE LINE AT APPROX. 5733 N POINTE COURT	0.00	0.00
	BACKHOE LABOR	1,500.00	1,500.00
1	VACUUM TRUCK 1 HOUR AT \$500.00	500.00	500.00
2	VACUUM TRUCK 2 ADDTL HOURS AT \$200.00 EACH HOUR	200.00	400.00
3	LABOR MAN LABOR 3 HOURS AT \$100.00	100.00	300.00
	MISC PARTS	75.00	75.00
	HYDRO JETTER LABOR	800.00	800.00
	LABOR OVERHEAD AND PROFIT @ 25 %	893.75	893.75
	JOB SITE: APPROX. AT 5733 N POINTE COURT		
		Total	\$4,468.75



CITY ADMINISTRATOR
PURCHASING APPROVAL

March 1, 2023

City of Parkville

Preparation date:

Department: Public Works

Low Bidder and
Contract Amount:

Garver, LLC
7509 NW Tiffany Springs Pkwy, Suite 200
Kansas City, MO 64153

Not to exceed \$5,000

General Scope of Work Description/Project:

Work Authorization – Vertical Ventures Lot 5 (WA-4)

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

With the development of Vertical Ventures Lot 5, there is a large retaining wall necessary due to the site terrain. The City asked Garver to review the structural engineering calculations associated with the wall. The additional analysis required geotechnical evaluation of the soil behind the wall.

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

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

Project Start Date:

9/21/202

Estimated Completion Date:

5/1/23

Budget Account Code:

10-515.08-03-00

Authorization:

☐ City Administrator:

Aileen Baston

Date:

3/1/23

☐ Department Head:

Alyson Mahan

3/1/23

☐ Mayor (if applicable):

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



Exhibit B

WA# 4

Work Authorization

City of Parkville
Department of Public Works

Preparation Date: 2/20/2023

To: Garver, LLC

General Scope of Work Description/Project:

Evaluation of MSE retaining wall design for Vertical Ventures, Lot 5 location.

Primary Tasks: (List Task and hours):

Project Management	5 hours
Structural Review	15 hours
Geotechnical Review	20 hours
Estimated Total:	\$ <u>5,000.00</u>

Project Start Date: 1/13/2023

Estimated Completion Date: 3/30/2023

Budget Accounting Code:

Schedule: Reviews completed by 3/15/2023

Authorization:

Date:

City Administrator: *Allyson Barton*

Department Head: *Allyson Mahal* 3/1/23

Mayor:



CITY ADMINISTRATOR
PURCHASING APPROVAL

City of Parkville

Preparation date:

March 1, 2023

Department: Public Works

Low Bidder and
Contract Amount:

Garver, LLC
7509 NW Tiffany Springs Pkwy, Suite 200
Kansas City, MO 64153

Not to exceed \$5,000

General Scope of Work Description/Project:

Work Authorization – Attic Storage (WA-3)

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

With the development of Attic Storage, there is a large retaining wall necessary due to the site terrain. The City asked Garver to review the structural engineering calculations associated with the wall. The additional analysis required geotechnical evaluation of the soil behind the wall.

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

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

Project Start Date:

9/21/2022

Estimated Completion Date:

5/1/23

Budget Account Code:

10-515.08-03-00

Authorization:

☐ City Administrator:

Alex Barton

Date:

3/1/23

☐ Department Head:

Alyssa Maul

3/1/23

☐ Mayor (if applicable):

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



Exhibit B

WA# 3

Work Authorization

City of Parkville
Department of Public Works

Preparation Date: 02/20/2023

To: Garver, LLC

General Scope of Work Description/Project:

Evaluation of MSE retaining wall design for Attic Storage location.

Primary Tasks: (List Task and hours):

Project Management	5 hours
Structural Review	15 hours
Geotechnical Review	20 hours
Estimated Total:	\$ <u>5,000.00</u>

Project Start Date: 09/21/2022

Estimated Completion Date: 03/30/2023

Budget Accounting Code:

Schedule: Reviews completed by 3/15/2023.

Authorization:

Date:

City Administrator: Alex Barton

Department Head: Algen M. Al

3/1/23

Mayor:



CITY ADMINISTRATOR
PURCHASING APPROVAL

March 1, 2023

City of Parkville

Preparation date:

Department: Public Works

Low Bidder and
Contract Amount:

Garver, LLC
7509 NW Tiffany Springs Pkwy
Suite 200
Kansas City, MO 64153

\$5,000

General Scope of Work Description/Project:

Work Authorization – Creekside Meadows Lot 10 (WA-2)

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

With the development of Lot 10 in the Meadows at Creekside, there is a large retaining wall necessary due to the site terrain. The City asked Garver to review the structural engineering calculations associated with the wall. The additional analysis required geotechnical evaluation of the soil behind the wall.

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

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

Project Start Date:

9/21/202

Estimated Completion Date:

5/1/23

Budget Account Code:

10-515.08-03-00

Authorization:

☐ City Administrator:

Chris Barton

Date:

☐ Department Head:

Alyssa M. Hall

3/1/23

☐ Mayor (if applicable):

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



Exhibit B

WA# 2

Work Authorization

City of Parkville
Department of Public Works

Preparation Date: 02/20/2023

To: Garver, LLC

General Scope of Work Description/Project:

Evaluation of MSE retaining wall design for residential development, Lot 10 at Creekside Meadows.

Primary Tasks: (List Task and hours):

Project Management	5 hours
Structural Review	15 hours
Geotechnical Review	20 hours
Estimated Total:	\$ 5,000.00

Project Start Date: 09/21/2022

Estimated Completion Date: 12/30/2022

Budget Accounting Code:

Schedule:

Reviews completed by 9/30/2022.

Authorization:

Date:

City Administrator:

Arnell Barton

Department Head:

Algen Maldonado 2/1/23

Mayor:



CITY ADMINISTRATOR
PURCHASING APPROVAL

March 8, 2023

City of Parkville

Preparation date:

Department: Public Works

Low Bidder and
Contract Amount:

H&H Septic Service
13325 N Silver Ridge Dr
Platte City, MO 64079

\$2,625

General Scope of Work Description/Project:

Hickory Pl Sewer Repair (WA-152):

On February 21, 2023, the City was alerted to a sewer issue at 5816 Hickory Place. Staff contacted H&H Septic Service to evaluate the issue and make the necessary repairs. Upon further review, the issue was found on the City's side of the sewer main. H&H made the necessary repairs.

The Sewer Fund includes funding available for sewer line repairs, budget line item 30-501.07-34-00 in the Sewer Fund.

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

The City has an on-call services agreement with H&H Septic Service, dated 12/6/16. The unit prices are listed in that agreement for both emergency and non-emergency situations.

Project Start Date:

3/6/23

Estimated Completion Date:

3/8/23

Budget Account Code:

30-501.07-34-00

Authorization:

☐ City Administrator:

Deepta Bortwein

Date:

3/8/23

☐ Department Head:

Alyssa Maul

3/8/23

☐ Mayor (if applicable):

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



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0015

Work Authorization #152 (OC)

Date: March 6, 2023
Issued to: H & H Septic Service Inc.
13325 N. Silyer Ridge Dr.
Platte City, MO 64079

Project/Work Description

Title: Repair Sewer Line – 5816 Hickory Place/Riss Lake
Invoice No. 53951 Attached

Schedule and Price

Project Start Date: 2/27/2023
Estimated Completion Date: 3/6/2023
Latest Acceptable Date: 3/6/2023
Estimated Cost: \$2,625.00
Expenditure Limit: \$2,625.00
Budget Account Code: 30-501.07-34-00

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: Regina Moore, Office Manager **Signature:** [Signature] **Date:** 3-7-2023
Company: H & H Septic Service Inc.

Authorization

Department Head: Alysen Abel **Date:** 3/8/23

Alysen Abel, Public Works Director

City Administrator (if over \$2,500): Alexa Barton **Date:** 3/8/23

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

H & H Septic Service Inc

13325 N Silver Ridge Dr
Platte City MO 64079

Invoice

Date	Invoice #
2/27/2023	53951

Bill To
CITY OF PARKVILLE 8880 CLARK AVENUE PARKVILLE MO 64152

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	REPAIR SEWER LINE Repaired Broken Sewer Service Line partly under driveway at 5816 Hickory Place Riss Lake	0.00	0.00
	BACKHOE LABOR	1,500.00	1,500.00
	PLUMBING PARTS misc parts used	325.00	325.00
8	LABOR MAN HOURS 2 GUYS AT 4 HOURS	100.00	800.00
	APPROX @ 5816 Hickory Place Riss Lake		
		Total	\$2,625.00



CITY ADMINISTRATOR
PURCHASING APPROVAL

March 8, 2023

City of Parkville

Preparation date:

Department: Public Works

Low Bidder and
Contract Amount:

Traffic Safety Corp
2708 47th Avenue
Sacramento, CA 95822

\$4,606.80 plus freight

General Scope of Work Description/Project:

Lewis Street LED Stop Signs

The City recently installed LED lights on speed limit signs on Limestone and in Thousand Oaks. Over the years, the City has received complaints about the 2-way stop at Lewis and 63rd Street. Based on the concerns raised, the City would like to install flashing LED stop signs at this intersection as an additional safety measure.

Staff contacted Traffic Safety Corp to purchase the LED stop signs, since they previously provided the LED speed limit signs. Once the sign materials have been shipped, the Parkville staff will install them.

The 2022 Transportation Fund includes \$10,000 for street signs, there is capacity in this budget for the expense.

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

Staff previously contacted three vendors for LED sign quotes. Traffic Safety Corp was the low bidder.

Project Start Date:

3/8/23

Estimated Completion Date:

5/31/23

Budget Account Code:

40-520.07-44-00

Authorization:

☐ City Administrator:

Allen Banton

Date:

3/8/2023

☐ Department Head:

Allyson Madal

3/8/23

☐ Mayor (if applicable):

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

PURCHASE ORDER 3
(non-construction)

CITY OF PARKVILLE (PURCHASER)
8880 Clark Avenue
Parkville, MO 64152

Date: March 1, 2023

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

VENDOR: **Traffic Safety Corp.**
2708 47th Avenue
Sacramento, CA 95822
Phone: 916-330-1081

SHIP TO: City of Parkville
9300 NW 45 Highway
Parkville, Missouri 64152

INVOICE TO: Parkville City Hall
8880 Clark Ave.
Attn: Richard Wilson
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 a **TOTAL PRICE** of Four Thousand Six Hundred and Six dollars and 80/100 (\$4,606.80) for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included separate from the 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 (30) days after delivery of goods and receipt of invoice. This purchase order is only valid through May 31, 2023.

ITEMS:

SI-TS40R1130SB EA 2

Solar LED Flashing Stop Sign 30"x30" 24/7. Type IX.

Two @ \$2,303.40

Total - \$4,606.80

*Freight is not included in this price

See Attachment "A" – Terms and Conditions
See Attachment "B" – Insurance Requirements
See Attachment "C" – Quote #0133535

SCHEDULE OF DELIVERY:Streets Maintenance Building, 9300 NW 45 Hwy., Parkville,
MO 64152

*Please contact Richard Wilson at 816-768-2933

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")

TRAFFIC SAFETY CORP. ("Vendor")

By: Alexa Barton

Alexa Barton

By: Gloria PortilloTitle: City AdministratorTitle: Sales person

Date: _____

Date: march 3, 2023

Alyssa Mahul 3/8/23



Finance Committee Meeting
Monday, February 27, 2023 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Plumb called the meeting to order at 04:34 PM. A quorum was present.

2. Financial Updates

No financial updates from the Committee or staff.

A. City Administrator Approvals

City Administrator, Alexa Barton reviewed the current approvals:

1. Fence Repair - Kanas City Fense and Guardrail Corp. - \$4,650
2. Vikings Field Survey - RL Buford - \$3,500

3. Action Items

A. Approve the minutes for the February 13, 2023, regular meeting

Doug Wylie moved to approve. Dean Katerndahl seconded; motion 4-0.

B. Approve a franchise agreement with Google Fiber Missouri, LLC to install network facilities in public right-of-way (Public Works)

Staff reviewed the policy report with the committee and presented an update on this project.

Staff will meet with Google team on Tuesday, Feb. 28 to outline the project and answer any questions they have.

Google will be at the Board Meeting on Tuesday, March 7 to answer any questions the BOA has about the project.

The official pre-construction meeting will occur after plans have been submitted and permits have been approved.

The agreement will be on the regular agenda, not consent.

Doug Wylie moved to recommend that the Board of Aldermen approve a franchise agreement with Google Fiber Missouri LLC to install network facilities in public right-of-way within Parkville city limits Dean Katerndahl seconded; motion passed 4-0.

C. Approve a purchase order with Key Equipment & Supply Company for a sewer mini-camera (Public Works)

Staff presented the policy report and reviewed the purchase order with the committee.

The value-add for the camera is high because it can be used for sewer, storm sewer, and other underground utilities within the city.

Doug Wylie moved to recommend that the Board of Aldermen approve a purchase order with Key Equipment & Supply Company for a sewer mini-camera in the amount of \$14,461. Dean Katerndahl seconded; motion passed 4-0.

4. Non-Action Items

None presented

5. Unfinished Business (postponed from prior meetings)

None.

6. Other Business

None.

7. Adjourn

Chair Plumb adjourned the meeting at 04:55 PM.

Submitted by:

Melissa McChesney
City Clerk

Approval Date

CITY OF PARKVILLE

Policy Report

Date: March 7, 2023

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a construction agreement with Ace Pipe Cleaning for the 2023 Street Sweeping Program (Public Works)

BACKGROUND:

Due to heavy salt and sand usage over the winter months and normal accumulation of leaves, trash and other debris, the City's streets need to be swept periodically to help keep the contaminants out of the storm sewer systems, improving the overall water quality in accordance with the Clean Water Act

The City released a bid request in February on the City's website. The bid opening was held on February 28 and two contractors provided bids, with the low bid from Ace Pipe Cleaning with a quote of \$150 per hour.

The City contracted with Ace Pipe Cleaning in 2022 for the street sweeping program, as well as for the sewer CCTV program. The 2023 unit price is the same as 2022, at a price of \$150 per hour.

BUDGET IMPACT:

The 2023 Transportation Fund includes \$25,000 in the budget for the Street Sweeping Program.

ALTERNATIVES:

1. Approve a construction agreement with Ace Pipe Cleaning for the 2023 Street Sweeping Program.
2. Provide direction to staff related to street sweeping.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of the construction agreement with Ace Pipe Cleaning for the 2023 Street Sweeping Program. Ace Pipe Cleaning provided this service to the City of Parkville in 2022.

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 construction agreement with Ace Pipe Cleaning for the 2023 Street Sweeping program in an amount not to exceed \$25,000.

ATTACHMENTS:

1. Bid Tabulation
2. Draft Agreement

BID TABULATION

2023 STREET SWEEPING

Bid Opening Tuesday, February 28, 2023
10:05 a.m., Public Works Conference Room

Bidder	Hourly Rate
*Ace Pipe Cleaning KCMO	\$150 Per Hr. \$9,000 Based on 60 Hrs.
Delta Sweeping KCMO	\$155 Per Hr. \$9,300 Based on 60 Hrs.

(*) Recommended Award of Purchase

SMALL CONSTRUCTION SERVICES AGREEMENT MAINTENANCE OR REPAIR PROJECT

2023 STREET SWEEPING

THIS SERVICE AGREEMENT, entered into on this 21st day of March, 2023, by and between the CITY OF PARKVILLE, MISSOURI ("City") and ACE PIPE CLEANING ("Contractor").

WHEREAS, the City seeks to hire Contractor to provide certain construction services as described in Exhibit "A" to this Agreement (the "Construction Services"); and

WHEREAS, the City has budgeted funds to acquire the services necessary to complete the Construction Services; and

WHEREAS, Contractor has the necessary staff and qualifications to provide the Construction Services to the City.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Construction Services" when used in this Agreement shall mean any and all labor, material, equipment, insurance, surety bonds or other thing of value that may be required by this Agreement including its exhibits.
- B. The City agrees to retain Contractor and Contractor agrees to perform and complete the Construction Services described in the **Exhibit "A"** – Scope of Work, attached hereto and incorporated by reference.
- C. Service Provider represents it has all necessary skills, personnel, financial capacity, licenses, permits, knowledge, and certifications required to perform the Services described herein.

II. COMPENSATION

- A. As consideration for providing the Construction Services, the City shall pay Contractor as set forth in **Exhibit "A"**.
- B. Contractor shall submit its invoices to the City either at completion of the Project, or on such milestone or other interim terms as set forth on **Exhibit "A"**. Contractor's final invoice shall be accompanied by Waivers and Releases of Claim on the forms attached as **Exhibit "B-2"** to this Agreement, executed by Contractor any all subcontractors with contract values of \$5,000 or more, and notarized. If partial payments are authorized on **Exhibit "A"**, then Contractor shall submit partial waivers on the form attached as **Exhibit "B-1."** The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Contractor of the nature of the dispute regarding the balance.
- C. Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

III. SCHEDULE

- A. Time is of the essence in performance of this Agreement.
- B. Unless otherwise directed by the City, Contractor shall commence performance of the Construction Services upon execution of this Agreement.
- C. Services shall be completed within the schedule set forth on **Exhibit "A"**.
- D. Neither the City nor the Contractor shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- E. If **Exhibit "A"** contains a provision for Liquidated Damages, it shall be because the parties have agreed that late completion of the Construction Services by Contractor would cause irreparable harm to the City, which harm is difficult to quantify; and that the parties have agreed that the amount stated in Exhibit "A" for Liquidated Damages is a fair approximation of the daily costs that the City would incur for late Substantial Completion of the work.

IV. CHANGES

- A. The City reserves the right issue Changes, both additive and deductive, to the Scope of Work at the City's discretion. Contractor shall advise the City of additional costs and time delays, if any, resulting from such Changes, before Contractor performs the Changes. No adjustment to the Contract Time or Contract Price will be permitted unless Contractor has advised the City of the potential impact prior to commencing work on the Change, and the City either issues a Change Order which is agreed to by the parties, or the City directs the Contractor to proceed.
- B. Contractor shall provide Construction Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Contractor without the City's prior written consent shall be at the Contractor's own risk, cost, and expense, and Contractor shall not make a claim for compensation from the City for such work.

V. INDEMNIFICATION

- A. Contractor shall indemnify and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Contractor's negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Construction Services, including performance by Contractor's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials furnished by Contractor in the course of performance of the work, except to the extent that such claims arise from materials created or supplied by the City.
- B. Contractor's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Contractor whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. Contractor shall secure and maintain, at its expense, through the duration of this Agreement insurance as set forth on **Exhibit "C."**

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Contractor's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Contractor.
- B. Unless otherwise stated in **Exhibit "A"**, Contractor shall be represented by a Superintendent or Foreman authorized to give and receive all instruction and notices from and to the City at all times while performing Construction Services, and shall have on site a person who is fluent in all languages necessary to communicate instructions regarding the work and information regarding medical emergencies with Contractor's employees and subcontractors.
- C. All of the Construction Services required hereunder will be performed by the Contractor or under Contractor's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- D. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement including, but not limited to, indemnification, insurance and warranties.
- E. Contractor and all subcontractors with a contract value of \$5,000 or more shall execute affidavits on the form attached as **Exhibit "D"**, attesting to their compliance with RSMo. § 285.530.5 concerning compliance with Missouri's Worker Eligibility requirements.
- F. Contractor and all subcontractors must require all on-site employees to complete the ten-hour construction training program required under Section 292.675 RSMo. unless they have previously completed the program and have documentation of having done so. Contractor shall execute the affidavit attached as **Exhibit "E"**, attesting that it has provided OSHA safety training for its on-site employees. Contractor will forfeit a penalty to the City of \$2,500 plus an additional \$100 for each employee employed by Contractor or any subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. See Section 292.675 RSMo.
- G. No illegal drug or alcohol usage will be tolerated at the Site. All persons admitted to work on the Site will dress appropriately and avoid foul language. Music shall not be played at volume levels that would be objectionable to third-parties. Any worker found by the City to be violating these conduct requirements will be removed immediately.

VIII. WARRANTY

- A. The Contractor warrants to the City that materials and equipment furnished under the Contract will be of good quality and new unless the Scope of Work documents require or permit otherwise. The Contractor further warrants that the work will conform to the requirements of the Scope of Work documents and will be free from defects, except for those inherent in the quality of the Work the Scope of Work documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor or its subcontractors or suppliers, improper or insufficient maintenance or improper operation. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. The Contractor's warranties required by the Agreement (express and implied) shall remain in full force and effect even if a material or equipment item is required by the Owner to be manufactured by a specific entity, and no other equivalent product manufactured by any other entity is acceptable.
- B. The Contractor's warranty in Section IX.A. shall not be construed to replace, change or

otherwise limit any statutory or common law warranty rights of the Owner, or any other Contract requirements.

IX. OWNERSHIP OF WORK PRODUCT

Contractor agrees that any documents, materials and/or work products produced in whole or in part by or through it under this Agreement, any intellectual property rights of Contractor therein (collectively the "Works") are intended to be owned by the City. Accordingly, Contractor hereby assigns and agrees to assign to the City all of its right title and interest in and to such Works.

X. RELATIONSHIP OF THE PARTIES

A. Contractor represents that it is an independent contractor and that no personnel performing any of the Construction Services shall be employees of or have any contractual relationship with the City.

XI. NOTICES

A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:

B. Notices sent by Contractor shall be sent to:

City of Parkville
Attn: Bonnie Buckmaster, PW Dept.
8880 Clark Ave.
Parkville, MO 64152

C. Notices sent by the City shall be sent to:

Ace Pipe Cleaning
Attn: Theresa Calvert, VP
6601 Universal Ave.
KCMO 64120
theresa@acepipe.com
816-241-2891

XII. CORRECTION OF WORK

The Contractor shall promptly correct work rejected by the City or failing to conform to the requirements of the Agreement, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for services and expenses of a designer made necessary thereby, shall be at the Contractor's expense. If the Contractor fails to correct nonconforming Work within ten (10) days after receipt of written notice from the City, the City may correct it at Contractor's expense.

XIII. TERM AND TERMINATION

A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.

B. Notwithstanding anything to the contrary in this Agreement or exhibit, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days' written notice to the Contractor. The City shall compensate Contractor for the Construction Services that have been completed to the City's satisfaction as of the

date of termination. Contractor shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

C. The City may terminate the Agreement for cause if the Contractor

1. refuses or fails to supply enough properly skilled workers or proper materials;
2. fails to make payment to Subcontractors for materials, equipment, services or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
3. disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority;
4. or its Subcontractors or Sub-subcontractors causes a work stoppage due to any strike, picket, boycott or participates in any voluntary or involuntary cessation of Work; or
5. otherwise is guilty of substantial breach of a provision of the Agreement.

When any of the above reasons exist, the City may without prejudice to any other rights or remedies of the City and after giving the Contractor and the Contractor's surety, if any, seven (7) days' written notice, terminate the Agreement and may, subject to any prior rights of the surety, if any:

1. Exclude the Contractor from the Project site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
2. Direct the work of subcontractors; and
3. Finish the Work by whatever reasonable method the City may deem expedient. Upon written request of the Contractor, the City shall furnish to the Contractor a detailed accounting of the costs incurred by the City in finishing the Work.

When the Owner terminates the Agreement for one of the reasons stated in Section XIV. A., the Contractor shall not be entitled to receive further payment until the Work is finished.

If the unpaid balance of the Contract Price exceeds costs of finishing the Work, including compensation for the services and expenses of a designer, and legal, consultant and testing fees made necessary thereby, and other damages incurred by the City and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor or its surety, if any, shall pay the difference to the City upon demand. The obligation for payment, if any, shall survive termination of the Agreement.

XIV. RESOLUTION OF DISPUTES

- A. Should the Contractor believe that it is entitled to any relief due to errors, omissions or defects in the Plans or Specifications, or as a result of any act or omission of an independent contractor designer in connection with the Project, the City shall cooperate with the Contractor by permitting the Contractor to pursue legal action against the designer in the name of the City at Contractor's sole risk and expense as the City would otherwise have against such designer. The City shall pay to Contractor such sums as may be recovered from the designer on behalf of Contractor. Other than this duty of cooperation and remittance, the City shall have no liability or obligation to Contractor for any act, error, omission, negligence or breach of duty by a designer.

- B. City and Contractor agree that disputes relative to the Work shall first be addressed by negotiations between the parties. Such negotiations shall take place within thirty (30) days of demand by the party seeking resolution of the dispute. If direct negotiations fail to resolve the dispute, the party initiating the claim that is the basis for the dispute shall be free to take such steps as it deems necessary to protect its interests; provided, however, that notwithstanding any such dispute Contractor shall proceed with the Work as per the Contract Documents as if no dispute existed.
- C. In order to preserve its rights to dispute a matter hereunder, the complaining party must submit a written notice to the other party setting forth the basis for its complaint within twenty (20) calendar days following receipt of the decision of the City Public Works Director as to such matter or other action on which the dispute is based. A decision of the City Public Works Director (where appropriate) under GC-7 above; notice of dispute, and direct negotiation, shall be conditions precedent to further action.
- D. Arbitration of disputes.
 - 1. Claims, except those waived as provided for elsewhere in this Agreement, which have not been resolved by the procedures described above, shall be decided by arbitration which, unless the parties mutually agree otherwise, in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect at the time of the arbitration. The demand for arbitration shall be filed in writing with the other party to the Contract and with the American Arbitration Association.
 - 2. A demand for arbitration may be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations.
 - 3. An arbitration pursuant to this Section may be joined with an arbitration involving common issues of law or fact between the City or Contractor and any person or entity with whom the City or Contractor has a contractual obligation to arbitrate disputes which does not prohibit consolidation or joinder. No other arbitration arising out of or relating to the Contract shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to the Contract or not a party to an agreement with the City Contractor, except by written consent containing a specific reference to the Agreement signed by the City and Contractor and any other person or entities sought to be joined. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent or with a person or entity not named or described therein. The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by the parties to the Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.
 - 4. Claims and Timely Assertion of Claims. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.
 - 5. Judgment on Final Award. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

XV. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Contractor shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Contractor from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Contractor shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City
- D. Compliance with Local Laws. Contractor shall comply with all applicable laws, ordinances, and codes of the State of Missouri and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Contractor agrees as follows:
 - i. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Contractor will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Contractor shall take appropriate steps to assure compliance.
- G. Interest of Contractor and Employees. Contractor covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- H. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Contractor, and attached hereto.

- I. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- J. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- K. Third Parties. The Services to be performed by the Contractor are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____
Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

ACE PIPE CLEANING

By: _____

Exhibit A

SCOPE OF WORK AND PRICING AGREEMENT

A. Scope of Work:

Perform all street sweeping for areas as defined by City personnel to include:

1. Contractor to remove all significant debris and contaminants from all public streets and parking lots in the City with a professional grade street sweeping machine.
2. Contractor will furnish all equipment, fuel, labor and insurance to complete the services.
3. The City will provide a location to dump debris at the Public Works Street facility.

B. Compensation:

1. This is a UNIT PRICE Agreement based upon \$150.00 per hour, estimate of 60 hours, without prior authorization from the City.

C. Schedule:

1. Work to proceed upon receipt by Contractor of Notice to Proceed issued by the City, and to be completed within a timeframe as directed by the Public Works Director.

\$9,000.00 (60 hours)

Term of Agreement Valid until December 31, 2023.

CITY OF PARKVILLE

Policy Report

Date: March 7, 2023

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a construction agreement with HydroKlean for the 2023 Sanitary Sewer CCTV Program (Public Works)

BACKGROUND:

Since 2007, the City has accumulated data from the closed-circuit television (CCTV) evaluation of sanitary sewer lines. The data was reviewed by the City's contract engineer Jay Norco with North Hills Engineering (NHE). The deteriorated areas were prioritized based on the severity of the issues in the existing system that were determined by data review, field investigation, mapping and smoke testing performed by NHE and Alliance Water Resources (AWR).

On February 7, 2023, the Board of Aldermen approved a work authorization with NHE for data review, ratings, mapping updates and project management associated with the 2023 Sanitary Sewer CCTV and Cleaning Program.

The 2023 Sanitary Sewer CCTV and Cleaning Program will include televising between 11,000 and 13,000 feet of sewer lines, as well as heavy cleaning of existing sewer lines. The data will be used later to assess damage and rank and prioritize future repair efforts. The six-year Capital Improvement Program includes funding to continue an annual CCTV and cleaning program on a cycle of reviewing the entire sanitary sewer system every eight years in accordance with industry best management practices.

On March 6, 2023, the City received responses from four contractors. HydroKlean, the current contractor for services, was the low bidder with an estimated bid amount of \$42,810.50. The bid requested unit prices based on (1) CCTV and basic cleaning; (2) trim intruding service laterals; and (3) heavy cleaning

BUDGET IMPACT:

The 2023 Sewer Fund includes \$62,700 in the Capital Improvements Program for the 2023 Sewer CCTV Program. The previously approved work authorization with North Hills Engineering is in the amount of \$11,840. The proposed construction agreement with HydroKlean in the amount of \$42,810.50 is within the remaining budget of \$50,860.

ALTERNATIVES:

1. Approve a construction agreement with HydroKlean for the 2023 Sanitary Sewer CCTV Program.
2. Provide direction to staff related to the CCTV Program.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of a construction agreement with HydroKlean for the 2023 Sewer CCTV Program. HydroKlean has previously worked for the City of Parkville and is familiar with the requirements for the CCTV data collection.

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 construction agreement with HydroKlean for the 2023 Sanitary Sewer CCTV Program in the amount of \$42,810.50.

ATTACHMENTS:

1. Bid Tabulation
2. Draft Agreement

BID TABULATION

2023 SEWER CCTV & CLEANING PROJECT

Bid Opening Monday, March 6, 2023

9:35 a.m., City Hall Board Room

Bidder	TOTAL
Havens Construction Liberty, MO	\$57,559.55
*Hydro-Klean, LLC Des Moines, IA	\$42,810.50
SDI, LLC Blue Springs, MO	\$69,744.50
TREK Design Group, LLC KCMO	\$44,121.90

(*) Recommended Award of Purchase

SERVICES AGREEMENT 2023 SEWER CCTV & CLEANING

THIS SERVICE AGREEMENT, entered into on this 21 day of March, 2023 by and between the CITY OF PARKVILLE, MISSOURI ("City") and HYDRO-KLEAN, LLC, ("Contractor").

WHEREAS, the City requires cleaning and closed circuit television (CCTV) inspection of sanitary sewers within the City of Parkville, as described in Exhibits "A1, A2, A3, B, C1, through C5" to this Agreement (the "Services"); and

WHEREAS, the City needs to have the sanitary sewers cleaned, and the City will use the CCTV data to evaluate sewer system assets and plan for repairs and renewal of the sanitary sewer pipelines; and

WHEREAS, the City has budgeted funds to acquire the services necessary to complete the Construction Services; and

WHEREAS, Contractor is an independent contractor with the necessary equipment, skills, and qualifications to provide the CCTV and cleaning services.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all sewer cleaning and CCTV inspection work and related services provided by the Contractor in accordance with this Agreement.
- B. The City agrees to retain Contractor and Contractor agrees to perform and complete the Services described herein and in Exhibits A1, A2, A3, B, C1 through C6 attached hereto and incorporated by reference.
 - i. Perform basic jetter cleaning and CCTV inspection of sanitary sewer lines, as set forth in Exhibit A1-"Schedule of CCTV Segments", and project management tasks as set forth in Exhibit A2 – "Project Requirements", and as shown on the accompanying maps in Exhibit C, titled "City of Parkville – 2023 Sewer CCTV and Cleaning" (5 maps total, titled: C1 through C5). This work includes jetter cleaning, inspection using crawler-type camera equipment, locating selected buried manholes using a transmitter sonde and locator wand, as well as marking located manholes.
- C. Upon authorization by the City, perform heavy cleaning of sewer line segments that have heavy deposits of debris or cannot be adequately cleaned with basic cleaning, as defined in Exhibit A2 and Exhibit B, and use a vac truck to remove grit and solid debris.
- D. The City agrees to the following to assist the Contractor in the delivery of the Services:
 - i. Provide maps to Contractor and assist Contractor in finding access routes to perform the Work.
 - ii. Assist the Contractor in locating and identifying manholes.

- E. The City reserves the right to direct revision of the Services at the City's discretion. Contractor shall advise the City of additional costs and time delays, if any, in performing the revision, before Contractor performs the revised services.
- F. Contractor shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Contractor without the City's prior written consent shall be at the Contractor's own risk, cost, and expense, and Contractor shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Contractor shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Contractor represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Construction Services, the City shall pay Contractor as set forth in **Exhibit "A3 – Bid Schedule"**.
 - i. Services will be billed on a unit price basis, for completion of actual measured quantities or work, as set forth in Contractor's Bid Schedule, which is attached to this Agreement as Exhibit A3. Compensation shall not exceed the Contractor's Total Bid Price as indicated on Exhibit A3 by more than five percent (5%) without prior written approval from the City.
 - ii. Contractor is not eligible for reimbursement for miscellaneous expenses including travel, transportation, fuel, water, etc.
- A. Contractor shall submit its invoices to the City either at completion of the Project, or on such milestone or other interim terms as set forth on **Exhibit "A3 – Bid Schedule"**. Contractor's final invoice shall be accompanied by Waivers of Lien and Releases of Claim on the forms attached as **Exhibit "D-2"** to this Agreement, executed by Contractor and all subcontractors with contract values of \$5,000 or more, and notarized. If Contractor wishes to request partial payments, then Contractor shall submit partial lien waivers on the form attached as **Exhibit "D-1."** The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Contractor of the nature of the dispute regarding the balance.
- B. Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after

the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Time is of the essence in performance of this Agreement.
- B. Unless otherwise directed by the City, Contractor shall commence performance of the Construction Services upon execution of this Agreement.
- C. Services shall be substantially complete within **one hundred and fifty (150)** calendar days of receiving a written notice to proceed from City. The Contractor will be responsible for liquidated damages of one hundred dollars (\$100) per calendar day if the Services are not completed within the time period stipulated above.
- D. Substantial completion of services shall be defined as: All sewer cleaning and field video inspection is complete, and electronic and hardcopy deliverables have been delivered to City for review.
- E. Neither the City nor the Contractor shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- F. Liquidated Damages: Because the parties have agreed that late completion of the Construction Services by Contractor would cause irreparable harm to the City, which harm is difficult to quantify; and that the parties have agreed that the amount for Liquidated Damages is a fair approximation of the daily costs that the City would incur for late Substantial Completion of the work.

V. CHANGES

- A. The City reserves the right issue Changes, both additive and deductive, to the Scope of Work at the City's discretion. Contractor shall advise the City of additional costs and time delays, if any, resulting from such Changes, before Contractor performs the Changes. No adjustment to the Contract Time or Contract Price will be permitted unless Contractor has advised the City of the potential impact prior to commencing work on the Change, and the City either issues a Change Order which is agreed to by the parties, or the City directs the Contractor to proceed.
- B. Contractor shall provide Construction Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Contractor without the City's prior written consent shall be at the Contractor's own risk, cost, and expense, and Contractor shall not make a claim for compensation from the City for such work.

VI. INDEMNIFICATION

- A. Contractor shall indemnify and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in

part arise out of or have been connected with Contractor's negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Construction Services, including performance by Contractor's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials furnished by Contractor in the course of performance of the work, except to the extent that such claims arise from materials created or supplied by the City.

- B. Contractor's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Contractor whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VII. INSURANCE

- A. Contractor shall secure and maintain, at its expense, through the duration of this Agreement insurance as set forth on **Exhibit "E."**

VIII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Contractor's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Contractor.
- B. Contractor shall be represented by a Superintendent or Foreman authorized to give and receive all instruction and notices from and to the City at all times while performing Construction Services, and shall have on site a person who is fluent in all languages necessary to communicate instructions regarding the work and information regarding medical emergencies with Contractor's employees and subcontractors.
- C. All of the Construction Services required hereunder will be performed by the Contractor or under Contractor's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- D. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement including, but not limited to, indemnification, insurance and warranties.
- E. Contractor and all subcontractors with a contract value of \$5,000 or more shall execute affidavits on the form attached as **Exhibit "F"**, attesting to their compliance with RSMo. § 285.530.1 concerning compliance with Missouri's Worker Eligibility requirements.
- F. No illegal drug or alcohol usage will be tolerated at the Site. All persons admitted to work on the Site will dress appropriately and avoid foul language. Music shall not be played at volume levels that would be objectionable to third-parties. Any worker found by the City to be violating these conduct requirements will be removed immediately.

IX. WARRANTY

- A. The Contractor warrants to the City that materials and equipment furnished under the Contract will be of good quality and new unless the Scope of Work documents require or permit otherwise. The Contractor further warrants that the work will conform to the requirements of the Scope of Work documents and will be free from defects, except for those inherent in the quality of the Work the Scope of Work documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor or its subcontractors or suppliers, improper or insufficient maintenance or improper operation. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. The Contractor's warranties required by the Agreement (express and implied) shall remain in full force and effect even if a material or equipment item is required by the Owner to be manufactured by a specific entity, and no other equivalent product manufactured by any other entity is acceptable.
- B. The Contractor's warranty in Section IX.A. shall not be construed to replace, change or otherwise limit any statutory or common law warranty rights of the Owner, or any other Contract requirements.

X. OWNERSHIP OF WORK PRODUCT

- A. Contractor agrees that any documents, materials and/or work products produced in whole or in part by or through it under this Agreement, any intellectual property rights of Contractor therein (collectively the "Works") are intended to be owned by the City. Accordingly, Contractor hereby assigns and agrees to assign to the City all of its right title and interest in and to such Works.

XI. RELATIONSHIP OF THE PARTIES

- A. Contractor represents that it is an independent contractor and that no personnel performing any of the Construction Services shall be employees of or have any contractual relationship with the City.

XII. PERFORMANCE AND PAYMENT BONDS

- A. Neither performance nor payment bonds are required for this maintenance project.

XIII. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Contractor shall be sent to:
 - City of Parkville
 - Attn: Alysén Abel, Public Works Director
 - 8880 Clark Ave.
 - Parkville, MO 64152

- C. Notices sent by the City shall be sent to:

Hydro-Klean, LLC
Attn: Jill Lomp
333 NW 49th Pl.
Des Moines, IA 50313

XIV. CORRECTION OF WORK

The Contractor shall promptly correct work rejected by the City or failing to conform to the requirements of the Agreement, whether discovered before or after Substantial Completion and whether or not completed. Costs of correcting such rejected work, including additional inspections, shall be at the Contractor's expense. If the Contractor fails to correct nonconforming Work within fourteen (14) days after receipt of written notice from the City, the City may correct it at Contractor's expense.

XV. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. Notwithstanding anything to the contrary in this Agreement or exhibit, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days' written notice to the Contractor. The City shall compensate Contractor for the Construction Services that have been completed to the City's satisfaction as of the date of termination. Contractor shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.
- C. The City may terminate the Agreement for cause if the Contractor
 - 1. refuses or fails to supply enough properly skilled workers or proper materials;
 - 2. fails to make payment to Subcontractors for materials, equipment, services or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
 - 3. disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority;
 - 4. or its Subcontractors or Sub-subcontractors causes a work stoppage due to any strike, picket, boycott or participates in any voluntary or involuntary cessation of Work; or
 - 5. otherwise is guilty of substantial breach of a provision of the Agreement.
- D. When any of the above reasons exist, the City may without prejudice to any other rights or remedies of the City and after giving the Contractor seven (7) days' written notice, terminate the Agreement and may:
 - 1. Exclude the Contractor from the Project site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
 - 2. Direct the work of subcontractors; and

3. Finish the Work by whatever reasonable method the City may deem expedient. Upon written request of the Contractor, the City shall furnish to the Contractor a detailed accounting of the costs incurred by the City in finishing the Work.
- E. When the Owner terminates the Agreement for one of the reasons stated in Section XIV, the Contractor shall not be entitled to receive further payment until the Work is finished.
- F. If the unpaid balance of the Contract Price exceeds costs of finishing the Work, including compensation for the services and expenses of a designer, and legal, consultant and testing fees made necessary thereby, and other damages incurred by the City and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the City upon demand. The obligation for payment, if any, shall survive termination of the Agreement.

XVI. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Contractor shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Contractor from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Contractor shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City
- D. Compliance with Local Laws. Contractor shall comply with all applicable laws, ordinances, and codes of the State of Missouri and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Contractor agrees as follows:
 1. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 2. Contractor will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.

3. Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Contractor shall take appropriate steps to assure compliance.
- G. Interest of Contractor and Employees. Contractor covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- H. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Contractor, and attached hereto.
- I. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- J. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- K. Third Parties. The Services to be performed by the Contractor are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

HYDRO-KLEAN, LLC

By: _____

EXHIBIT A1
CITY OF PARKVILLE - 2023 SEWER CCTV & CLEANING
SCHEDULE OF LINE SEGMENTS

NOTE: *Catalog CCTV data in the order of the table below. Turn in a copy of this table with the data package.*

Segment I.D.	U/S MH	D/S MH	Pipe Dia, (In)	Material	GIS Length (Ft)	To be completed during Work.		
						Measured Length, (Ft)	Actual Dia, (In)	Heavy Clean Hours
B01-D03	B01	D03	24	VCP	103			
B02-B01	B02	B01	24	VCP	156			
B03-B02	B03	B02	12	TRS	163			
B04-B03	B04	B03	12	CIPP	179			
B07-B04	B07	B04	12	CIPP	242			
B08-B07	B08	B07	12	CIPP	201			
B09-B08	B09	B08	12	CIPP	364			
B10-B09	B10	B09	12	CIPP	276			
B10B-B10	B10B	B10	12	TRS	230			
B11-B10B	B11	B10B	12	TRS	120			
B12A-B12	B12A	B12	12	CIPP	383			
B12-B11	B12	B11	12	TRS	276			
B13A-B13	B13A	B13	12	CIPP	38			
B13-B12A	B13	B12A	12	CIPP	177			
B14-B13A	B14	B13A	12	CIPP	120			
C01-D04A	C01	D04A	15	TRS	111			
C02-C01	C02	C01	10	CIPP	99			
C03-C02	C03	C02	10	CIPP	62			
C05-C03	C05	C03	10	CIPP	131			
C06-C05	C06	C05	10	CIPP	265			
C07-C06	C07	C06	10	CIPP	203			
D02-D01	D02	D01	18	DIP	32			
D03-D02	D03	D02	24	VCP	26			
D04A-D04	D04A	D04	10	TRS	201			
D04-D03	D04	D03	24	VCP	129			
D05-D04	D05	D04	21	VCP	239			
D06-D05	D06	D05	24	VCP	332			
D07-D06	D07	D06	24	CIPP	311			
D08-D07	D08	D07	21	VCP	307			
D09-D08	D09	D08	15	CIPP	314			
D10-D09	D10	D09	18	CIPP	168			
D11-D10	D11	D10	18	CIPP	222			

						To be completed during Work.		
Segment I.D.	U/S MH	D/S MH	Pipe Dia, (In)	Material	GIS Length (Ft)	Measured Length, (Ft)	Actual Dia, (In)	Heavy Clean Hours
D12A-D12	D12A	D12	15	CIPP	400			
D12-D11	D12	D11	15	CIPP	323			
D13-D12A	D13	D12A	15	CIPP	219			
D14-D13	D14	D13	15	CIPP	207			
D15-D14	D15	D14	15	CIPP	314			
D16-D15	D16	D15	18	CIPP	78			
D17-D16	D17	D16	15	CIPP	131			
D18-D17	D18	D17	15	CIPP	232			
D19-D18	D19	D18	12	CIPP	340			
D20-D19	D20	D19	12	CIPP	204			
D21-D20	D21	D20	10	CIPP	204			
D22-D21	D22	D21	15	VCP	231			
D22-D23	D22	D23	18	CIPP	335			
D23A-D23	D23A	D23	12	CIPP	308			
D23B-D23A	D23B	D23A	15	CIPP	215			
D24-D23B	D24	D23B	12	CIPP	335			
D25-D24	D25	D24	12	VCP	64			

PRELIMINARY TOTAL FOOTAGE: 10,319

(Payment to be made on actual footage, measured center-to-center of manholes.)

EXHIBIT A2
CITY OF PARKVILLE - 2023 SEWER CCTV & CLEANING
PROJECT REQUIREMENTS

This document summarizes the overall project management tasks and work required under this Contract.

- 1 Before work begins, schedule and attend a pre-mobilization meeting with City and City Engineer.
- 2 Every day that work occurs in the City of Parkville, notify City personnel and City Engineer of the starting location and overall type of work intended. An SMS group text thread shall be used for this.
- 3 Contractor shall designate a project crew leader who shall be present to lead and supervise all work on the project. This person shall fulfill that role throughout the project, and this role shall not be passed to another person without written notification to City.
- 4 Project crew leader shall have maps and all project documents on hand, and shall be familiar with these project requirements.
- 5 Once work begins, Contractor shall endeavor to keep working until all the data is collected. If Contractor decides to de-mobilize to another project, Contractor shall notify City. The SMS group text thread may be used for this.
- 6 Once sewer CCTV work begins, Contractor shall have a jetter-cleaning unit on hand, at the site of work, at all times.
- 7 Where possible, pass camera with basic cleaning, up to two passes with jetter.
- 8 Reverse setups shall be performed whenever a single pass cannot capture the entire segment length.
- 9 When the full segment footage cannot be captured, record on the Schedule of Line Segments (Exhibit A1). Record the reasons why footage cannot be captured.
- 10 Contractor shall double-check the manhole designations as the work is collected. Contractor understands that incorrectly labeled line segments and data are confusing have little value to the City.
- 11 Heavy Cleaning:
The intent is to remove all heavy deposits of grit, sediment, and debris in the sanitary sewer lines.
Use heavy cleaning when basic cleaning will not remove large deposits of debris.
Pre-authorization is not needed until the hours used reaches the bid quantity.
Notify City Engineer periodically when heavy cleaning is required over large areas, for information.
If the quantity of heavy cleaning performed reaches the bid quantity, notify City in writing.
Record on the Schedule of Line Segments (Exhibit A1) the locations and hours where heavy cleaning is used.
(These records will be retained by the City for future maintenance purposes.)
City may refuse to compensate Contractor for heavy cleaning that is not documented on the Schedule.
- 12 Do not wash grit and debris down the system into the City's pumping stations. Use a screen basket to capture, collect, and remove grit and debris. If noted on the Bid Form, use a vac truck to remove grit and debris from manholes lower in the system. Removed debris shall hauled away and disposed of by Contractor.
- 13 Data Review: Perform an internal review of the CCTV data prior to sending data package to City.
Check the completeness of the data as well as the order and organization of the pipe run logs and digital data.
If multiple videos are provided for the same segment, label such as "pre-clean", or "___-Reverse", etc.
Do not include duplicate videos in the data package.
- 14 Data format: Refer to the requirements set forth in Exhibit B - Section 02550 - Sewer Television Inspection and Cleaning Specifications. Contractor understands that City may return incomplete or disorganized data for revision and resubmittal.

End of Document

EXHIBIT A3
CITY OF PARKVILLE - 2023 SEWER CCTV & CLEANING
BID SCHEDULE

No.	Description	Est. Quantity	Unit	Unit Price	Extension
1	CCTV & Basic Cleaning, Size 8" - 10"	1,164	LF	\$2.25	\$2,619.00
2	CCTV & Basic Cleaning, Size 12"	4,023	LF	\$2.25	\$9,051.75
3	CCTV & Basic Cleaning, Size 15"	2,697	LF	\$2.75	\$7,416.75
4	CCTV & Basic Cleaning, Size 18"	834	LF	\$3.50	\$2,919.00
5	CCTV & Basic Cleaning, Size 21"-24"	1,601	LF	\$4.00	\$6,404.00
6	Heavy Cleaning, as authorized	20	HOURS	\$400.00	\$8,000.00
7	Use Vac Truck to remove grit/debris.	16	HOURS	\$400.00	\$6,400.00

TOTAL BID PRICE: \$42,810.50

Notes:

- 1 Quantities are estimates for bidding purposes. Payment will be based on actual measured units as set forth in the specifications.
- 2 Some bid items may not be used, depending on project conditions.

***Bid is based upon completing work as set forth in the Construction Services Agreement and Exhibits.**

EXHIBIT B

SECTION 02550 SEWER TELEVISION INSPECTION & CLEANING SPECIFICATIONS

PART 1 GENERAL

1.1 DESCRIPTION

- A. Section includes: Work under this section shall consist of sewer cleaning, and closed-circuit televising and concurrent video recording of the existing sewers. Contractor will provide Owner with a high-quality internal color video recording the internal conditions of the main sewer line and the service connections.
- B. Contractor shall provide all equipment, labor, software, supplies, and other resources to fully accomplish the work. The list of selected line segments is presented in a separate attachment. Maps showing the location of the line segments are also shown in separate attachments.
- C. This work is being performed for the City of Parkville, also referred to in this Section as "Owner" or "City".
- D. For general requirements and project management, refer to the Exhibit: "*Project Requirements*".

1.2 QUALITY ASSURANCE

- A. The internal video inspection shall be performed by a qualified commercial or individual company who is experienced with the television inspection of sanitary sewer lines. CCTV personnel shall be trained and certified in the use of NASSCO's Pipeline Assessment and Certification Program (PACP).

PART 2 EXECUTION

2.1 SEWER JETTER CLEANING

- A. All sewer lines shall be given a basic cleaning prior to commencing CCTV work. Contractor shall use high-pressure jetter equipment. "Basic cleaning" is defined as up to two passes with a jetter nozzle. If more effort is required, Contractor will be compensated for "Heavy Cleaning", using an hourly crew charge. Refer to Project Requirements for authorization related to heavy cleaning. For authorized "Heavy Cleaning" work, Contractor shall keep a log of line segments cleaned and hours spent on each line segment.
- B. High-Velocity Jet (Hydro-cleaning) Equipment: All high-velocity sewer cleaning equipment shall be constructed for ease and safety of operation. The equipment shall have a selection of two or more high-velocity nozzles. The nozzles shall be capable of producing a scouring action from 15 to 45 degrees in all size lines designated to be cleaned. Equipment shall also include a high-velocity gun for washing and scouring manhole walls and floor. The gun shall be capable of producing flows from a fine spray to a solid stream. The equipment shall carry its own water tank, auxiliary engines, pumps, and hydraulically driven hose reel. The NASSCO Jetter Code of Practice shall be consulted as a guide for the selection of different type nozzles and recommended pressure applications for various cleaning requirements.

- D. Cleaning Precautions: During sewer cleaning operations, satisfactory precautions shall be taken in the use of cleaning equipment. When hydraulically propelled cleaning tools (which depend upon water pressure to provide their cleaning force) or tools which retard the flow in the sewer line are used, precautions shall be taken to ensure that the water pressure created does not damage or cause flooding of public or private property being served by the sewer.
- C. Sewer Cleaning: The designated sewer manhole sections shall be cleaned using hydraulically propelled, high-velocity jet equipment. Selection of the equipment used shall be based on the conditions of lines at the time the work commences. The equipment and methods selected shall be satisfactory to the Owner's Representative. The equipment shall be capable of removing dirt, grease, rocks, sand, and other materials and obstructions from the sewer lines and manholes. If cleaning of an entire section cannot be successfully performed from one manhole, the equipment shall be set up on the other manhole and cleaning again attempted. If, again, successful cleaning cannot be performed or the equipment fails to traverse the entire manhole section, it will be assumed that a major blockage exists and the cleaning effort shall be abandoned. Contractor shall document the existence and location of such blockages.
- D. Root Removal: Roots shall be removed in the designated sections where root intrusion is a problem. Special attention should be used during the cleaning operation to assure almost complete removal of roots from the joints. Any roots which could prevent the seating of a packer or could prevent the proper application of chemical sealants shall be removed. Procedures may include the use of mechanical equipment such as rodding machines, bucket machines and winches using root cutters and porcupines, and equipment such as high-velocity jet cleaners. Chemical root treatment may be used at the option of the Contractor.
- E. Intruding Lateral Trimming: All intruding service laterals in 8-inch and larger pipes that block passage of the camera shall be trimmed prior to completing the CCTV inspection of the line segment. Contractor will be compensated for the trimming of laterals *using the allowance for Heavy Cleaning* forth in the Contract unit pricing. If Contractor believes that an intruding lateral is so damaged or fragile that trimming is not advisable, Contractor shall bring this to the attention of Owner immediately, and show Owner the video footage of said service lateral.
- F. CCTV in Small Pipes: Where 6-inch sewer lines are encountered, Contractor shall attempt exploration using a small crawler type camera. If the condition of the pipe does not permit exploration, Contractor shall bring this to the attention of Owner.
- G. Contractor shall make arrangements for water supply and hauling of debris.
1. Contractor will pay for the cost of water. Contractor may purchase water at the local water treatment plant, or – *if available* - may pick up and use a portable hydrant meter from the water utility in the area: Missouri American Water, whose office is located in 10530 NW FF Hwy, Parkville. Phone: 816-741-2992, press Option 1. Contractor should contact the office at least a week in advance if he desires to use a hydrant meter. The water shall be conserved and not used unnecessarily. No fire hydrant shall be obstructed in case of a fire in the area served by the hydrant.
 2. Contractor shall collect and dispose of grit, gravel, and heavy solid debris removed in the jetter-cleaning process. All debris in manhole benches and inverts shall be removed. Debris shall be disposed of by Contractor outside the City of Parkville.

2.2 SEWER VIDEO RECORDING – CRAWLER TYPE

- A. Camera Equipment: The television camera used for the inspection shall be one specifically designed and constructed for sanitary sewer inspection. Crawler type equipment shall be propelled using tracks or wheels.
 - 1. Lighting for the camera shall be suitable to allow a clear picture of the entire periphery of the pipe.
 - 2. The camera shall be operative in 100% humidity conditions. The camera, television monitor, and other components of the video system shall be capable of producing picture quality to the satisfaction of the Owner's Representative; and if unsatisfactory, equipment shall be removed and no payment will be made for an unsatisfactory inspection.
 - 3. Camera shall have pan and tilt capability.
 - 4. Crawler unit shall have a transmitter sonde, for use in locating buried manholes along with a locator wand.
- B. The camera shall be moved through the line in either direction at a moderate rate, stopping when necessary to permit proper documentation of the sewer's condition.
 - 1. In no case will the television camera be pulled at a speed greater than 30 feet per minute.
 - 2. Manual winches, power winches, TV cable, and powered rewinds or other devices that do not obstruct the camera view or interfere with proper documentation of the sewer conditions shall be used to move the camera through the sewer line.
 - 3. Camera shall pause to pan and tilt at each service lateral connection, to record the size, condition, and status (active or not) of each service lateral.
 - 4. Pan and tilt shall also be used to document the severity of defects in the pipe wall.
 - 5. If, during the inspection operation, the television camera will not pass through the entire manhole section, the Contractor shall set up his equipment so that the inspection can be performed from the opposite manhole. If, again, the camera fails to pass through the entire manhole section, the inspection shall be considered complete noted as Survey Abandoned and no additional inspection will be required. If the survey of a line segment is abandoned, Contractor shall measure the length of the asset (line segment) and record this total asset length in the inspection log. Payment will be made for the length of video inspected.
 - 6. If an intruding service line tap prevents passage of the camera, Contractor shall trim the tap, using a cutter apparatus. If a tap appears unstable and is likely to result in damage to the connection, Owner will not require Contractor to trim that tap.
- C. The importance of accurate distance measurements is emphasized. Measurement for location of defects shall be above ground by means of a meter device. Marking on the cable, or the like, which would require interpolation for depth of manhole, will not be allowed. Accuracy of the distance meter shall be checked by use of a walking meter, roll-a-tape, or other suitable device, and the accuracy shall be satisfactory to the Owner's Representative.
- D. Buried Manholes: Where buried manholes are shown on the sewer system maps provided by Owner, or discovered by Contractor in collecting CCTV data on line segments scheduled to be surveyed, Contractor shall document the manhole. Contractor shall locate the buried manhole using a transmitter attached to the camera. Contractor shall mark the center of the buried manhole using green paint and a one-half inch diameter piece of steel rebar, 12" long, driven into the ground. If the buried manhole is located under pavement, Contractor shall mark the location with a chiseled "X", covered with green paint.

2.2 SEWER VIDEO RECORDING – PUSH CAMERA TYPE

- A. NOT REQUIRED FOR THIS PROJECT.

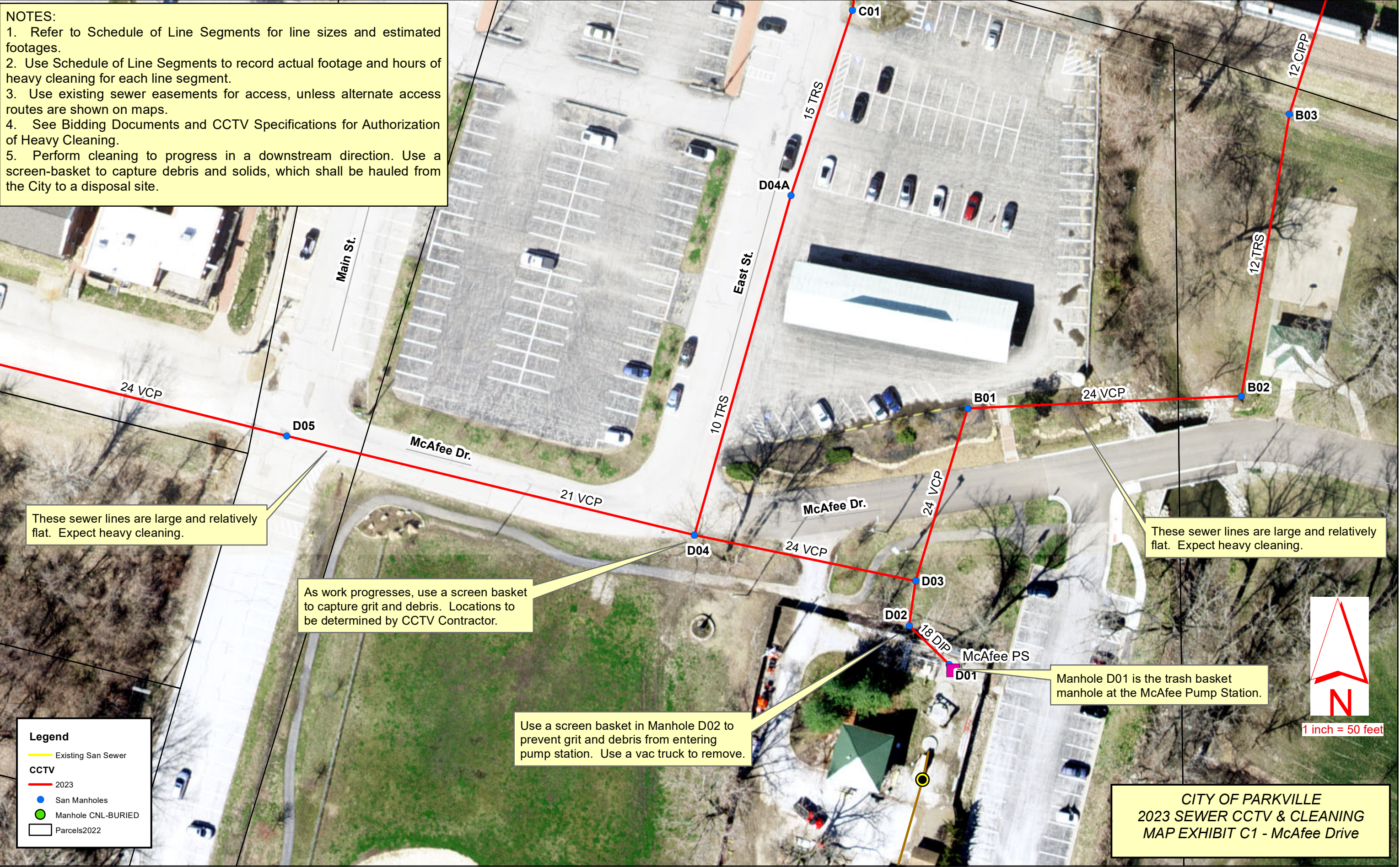
2.3 SEWER VIDEO DOCUMENTATION

- A. Documentation of the television results shall be as follows:
1. Television Inspection Logs: Electronic media location records shall be kept by the Contractor and will clearly show the location, by distance in 1/10 of a foot from the **manhole center**, in relation to an adjacent manhole of each infiltration point observed during inspection. In addition, other points of significance such as locations of building sewers, unusual conditions, roots, storm sewer connections, cracks, fractures, broken pipe, presence of scale and corrosion, and other discernible features, as defined in the PACP defect codes, will be recorded on electronic media and a copy of such records will be supplied to the Owner.
 2. Digital photographs of the pipe condition and all defects shall be taken by the Contractor. Photographs shall be located by distance in 1/10 of a foot from the **manhole center**, in relation to an adjacent manhole.
 3. Electronic media recordings: The purpose of electronic media recording shall be to supply a visual and audio record of problem areas of the lines that may be replayed by the Owner. Each original electronic media recording of conditions and defects will be delivered to the Customer upon completion of a specific line section.
 4. Documentation for push-cam inspections will include video recordings and simplified pipe run logs for each inspection. Owner understands that push-cam video will not have the same quality and features as the PACP-compliant video collected by the crawler cam and software package.
- B. Deliverables to Owner shall include:
1. One data storage device (USB drive or portable USB hard drive) with all electronic files containing: Inspection logs (with PACP defect codes and ratings), digital photos of all defects, and digital video files.
 - a. Data storage devices shall be labeled with contractor's name and project name.
 - b. Inspection logs shall contain a graphic depicting the sewer line segment and showing the location and direction of lateral connections, defects, material changes, etc.
 - c. Inspection logs shall present the PACP scoring for each line segment, adjacent to the pipe-run graphic.
 - d. One individual PDF pipe run log file shall be created for **each line segment**. Pipe run logs shall not be combined. Each PDF file shall be named using the pipe segment designation and camera direction, for example: "PipeLog-G60-G59-DS". (DS = "downstream").
 - e. When reverse set-ups are used to survey a given line segment, the logs shall be presented in consecutive order.
 - f. Digital video files shall be recorded with one file for each line segment, and the file name shall correspond to the line segment ID used by Owner.
 - g. Include the completed copy of the Schedule of Line Segments, complete with footage and hours of heavy cleaning noted for each line segment, along with any notes.
 2. Two hardcopies of inspection logs (color prints). Note: Inspection logs shall be organized and presented in the *same order that the lines occur* on the data storage devices, and the *same order that the line segments appear in the Schedule of Line Segments*.

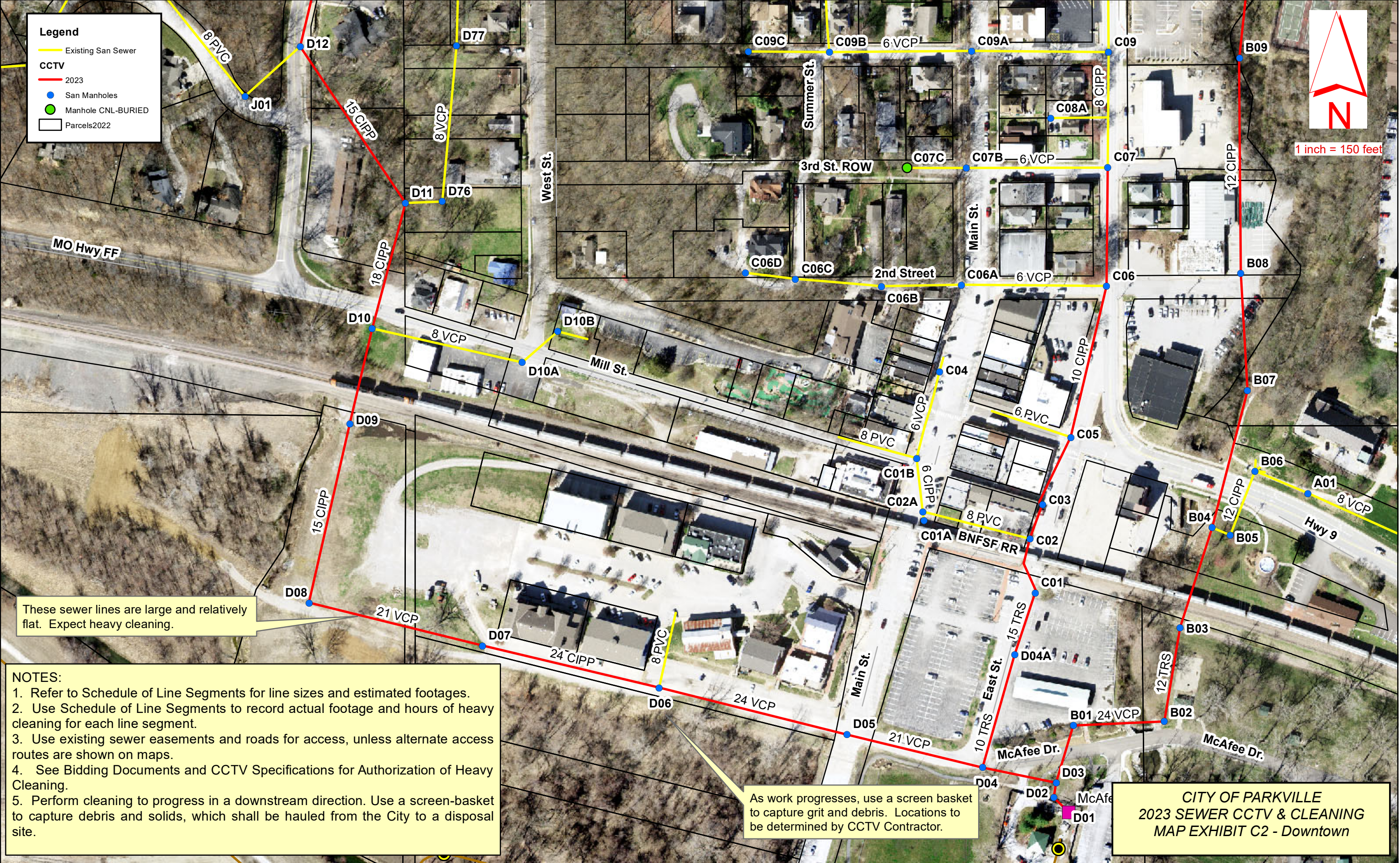
- C. Quality Control: If the quality of the video, inspection logs, and defect photos are not clear and meet the reasonable satisfaction of Owner, Contractor shall revise and, if necessary, repeat the inspection.

END OF SECTION

- NOTES:**
1. Refer to Schedule of Line Segments for line sizes and estimated footages.
 2. Use Schedule of Line Segments to record actual footage and hours of heavy cleaning for each line segment.
 3. Use existing sewer easements for access, unless alternate access routes are shown on maps.
 4. See Bidding Documents and CCTV Specifications for Authorization of Heavy Cleaning.
 5. Perform cleaning to progress in a downstream direction. Use a screen-basket to capture debris and solids, which shall be hauled from the City to a disposal site.



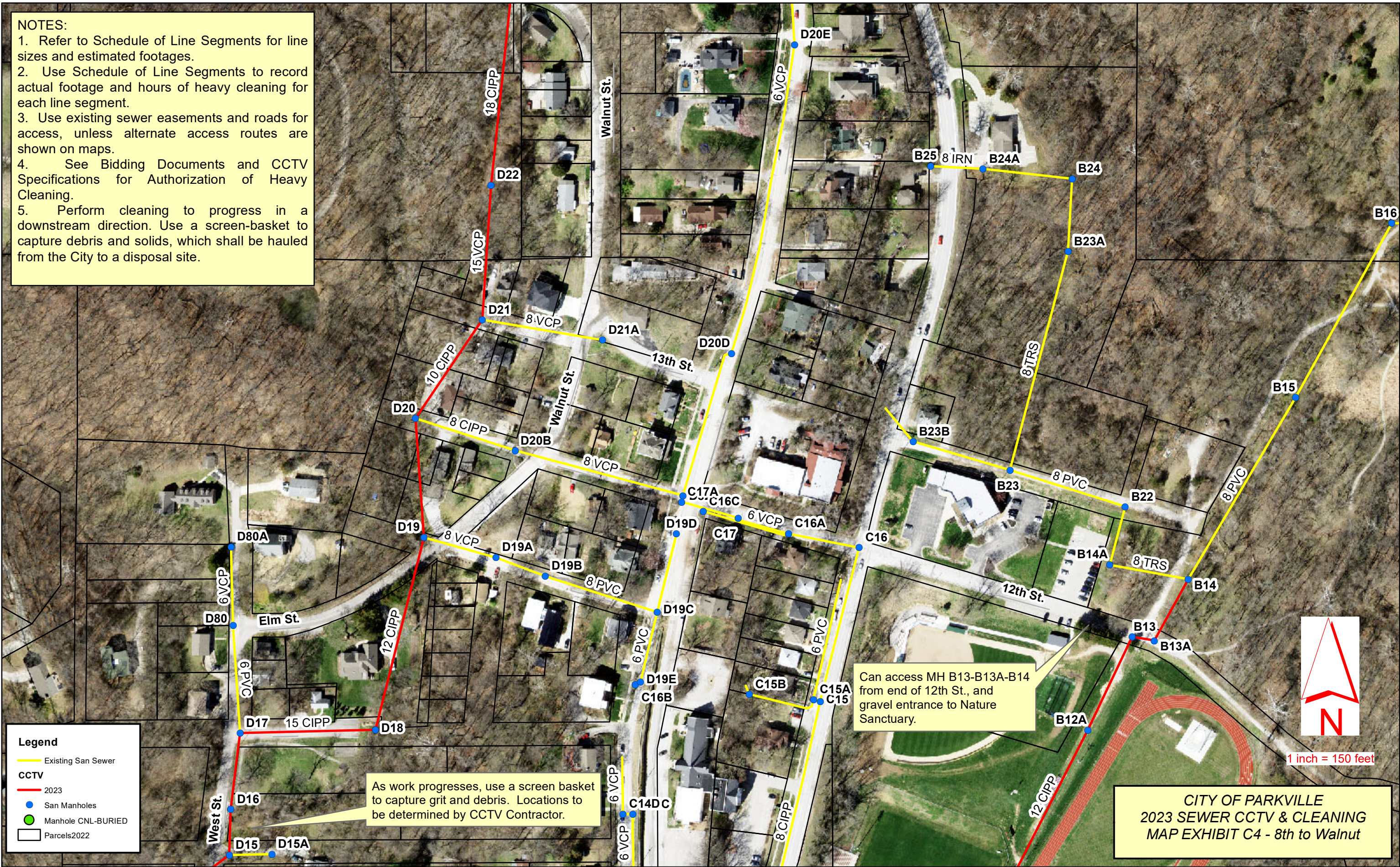
CITY OF PARKVILLE
2023 SEWER CCTV & CLEANING
MAP EXHIBIT C1 - McAfee Drive



- NOTES:**
1. Refer to Schedule of Line Segments for line sizes and estimated footages.
 2. Use Schedule of Line Segments to record actual footage and hours of heavy cleaning for each line segment.
 3. Use existing sewer easements and roads for access, unless alternate access routes are shown on maps.
 4. See Bidding Documents and CCTV Specifications for Authorization of Heavy Cleaning.
 5. Perform cleaning to progress in a downstream direction. Use a screen-basket to capture debris and solids, which shall be hauled from the City to a disposal site.



- NOTES:
- 1. Refer to Schedule of Line Segments for line sizes and estimated footages.
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2023 SEWER CCTV & CLEANING
MAP EXHIBIT C5 - Hamilton - 57th St.