

## REQUEST FOR COUNCIL ACTION

**DATE:**

June 7, 2016

**TITLE:**

Water Treatment Preliminary Design and Pilot Testing

**ORIGINATING DEPARTMENT:**

Water Department

**TYPE OF ACTION:**

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

**RECOMMENDATION:**

I recommend that the city council approve the Water Treatment Preliminary Design and Pilot Testing from Trekk Design in the amount not to exceed \$85,000.00.

**FISCAL NOTE:**

Funding is available under Water Plant Professional Service 51-41-3000 for \$ 20,000.00, the remaining will have to come from CIP Fund Professional services.

**DISCUSSION:**

John Brummer will attend the meeting to go over his proposal for pilot testing and design.

Respectfully submitted,

Jay Newton,  
Interim City Administrator



## City of Beloit, Kansas

### Water Treatment Preliminary Design and Pilot Testing

#### Scope of Work

This scope of work is for professional engineering services to evaluate recommendations made in the water treatability study using mathematical models and 30 to 90 day pilot scale testing to confirm performance of achieving water quality goals identified in the treatability study and total hardness in the 60 to 80 mg/l range. The results of the testing will be used to determine overall capital and operating costs. In addition, the waste stream created from the process will be quantified and disposal options evaluated. Potential water plant sites will be evaluated based on conceptual design layout and the waste stream disposal requirements. A detailed life cycle and present worth analysis will be performed and will incorporate capital, operating, maintenance and replacement costs. The results of this study will be used in a preliminary engineering report in the future for final funding agency approval.

This project is divided into the following tasks:

Task 1 – Develop Pilot Protocol and Coordinate with KDHE

Task 2 – Provisioning of Pilot Equipment

Task 3 – Review and Analyze Pilot Data

Task 4 – Prepare Conceptual Water Plant Plans and Plant Site Evaluation

Task 5 – Report Preparation

#### **Task 1 – Develop Pilot Protocol**

- Prescreen membrane performance based on historical water quality data utilizing mathematical modeling software and bench scale testing with equipment manufacturers. Confirm recommendations made in the treatability study.
- Prepare draft membrane filtration and disinfection testing protocol and secure KDHE approval.
- Determine length of pilot testing: minimum of 30 days and maximum of 90 days.
- Coordinate with equipment manufacturers for pilot testing setup and data collection.
- Work with City staff and determine means for obtaining lake water and location of the pilot apparatus. A potential location is inside of the Mitchell County Public Water District #2 water plant. Both electrical and drain service are available in this area and the unit can be located inside the plant. Another option is to have a manufacturer supplied trailer that could be located near the Mitchell #2 plant or near the spillway where raw water could be pumped from the spillway. This will require a source of power and means of removing waste stream.
- Coordinate and oversee delivery of the pilot equipment.
- Coordinate the delivery of the membrane pilot system with a MF/UF, NF/RO, MIEX, and UV

system suppliers.

## **Task 2 – Provisioning of Pilot Test Equipment**

- Coordinate with equipment manufacturers for pilot testing setup and data collection.
- Oversee pilot testing setup and execution.

## **Task 3 – Review and Analyze Pilot Data**

We will review the following performance data over the 30 to 90 day pilot:

- Filtration rate
- Bromide control/removal
- Dissolved/ Total Organic Carbon Removal
- Disinfection by product (TTHMs, HAA5s, Bromate)
- Taste and odor compound removal if encountered (as measured by Threshold Odor Number (TON), or other standard method measured by the City (or sent by the City to an outside laboratory), and specific compound measurements, where available)
- Hardness removal
- Turbidity removal
- Increase in transmembrane pressure headloss (TMP) as the membrane operates
- Effectiveness of backwash and maintenance wash processes
- Effectiveness of chemical cleaning processes
- Concentration and volume of reject (waste) water

We will evaluate this data throughout the pilot and make recommendations to modify operating parameters to improve membrane pilot operation, as needed.

Data will be collected by the membrane pilot data logger. Some parameters such as TTHMs, Bromate, Bromide and TOC/DOC will require grab samples be sent to the KDHE lab. TREKK will assist the City with ordering the sampling kits directly from KDHE.

## **Task 4 – Prepare Water Plant Layout and Plant Site Evaluation**

Based on the results of pilot testing and technology selection and waste stream disposal requirements we will:

- Prepare plan and conceptual elevation views
- Evaluate potential optimal plant sites

**Task 5 – Draft and Final Report**

- Prepare one (1) draft report summarizing the results of the pilot testing, preliminary layout, site locations and life cycle costs.
- Conduct a workshop in Beloit to discuss the results of the draft report
- Finalize the report after the workshop

**Project Fee**

TREKK agrees to complete the above scope of work for a not to exceed fee of \$85,000 to be billed on a monthly basis.



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
June 7, 2016	Lease Agreement with USD 273 – MCPC and Early Learning Center
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b>
Administration	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b> <input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the City Council approve the enclosed lease 5-year with USD 273 for the Mitchell County Partnership for Children (MCPC) /Early Learning Center on the North Campus.

### FISCAL NOTE:

- The City of Beloit will receive \$18,000 per year for lease payments.

### DISCUSSION:

Respectfully submitted,

Jay Newton,  
Interim City Administrator



**LEASE AGREEMENT – MCPC AND ELC**

THIS LEASE AGREEMENT made and entered into as of the \_\_\_\_ day of June, 2016, by The City of Beloit, hereinafter referred to as “Lessor” and Unified School District No. 273 Board of Education, fiscal agent for Mitchell County Partnership for Children and Early Learning Center, hereinafter referred to as “Lessee”.

WITNESSETH, that Lessor, in consideration of the covenants and agreements of Lessee hereinafter set forth, does let and lease to Lessee, the following described property (hereinafter “Property”), to-wit:

Early Learning Center on the North Campus, formerly known as Prairie Vista building and Mitchell County Partnership for Children/Early Learning Center #2, formerly known as Grandview building, both on the grounds of the former Beloit Juvenile Correctional Facility, together with surrounding grounds including but not limited to: parking areas and lawn areas adjacent to the buildings

Street Address: 1711 and 1721 N. Hersey Ave., Beloit, Kansas

WHEREAS, the parties agree as follows:

**1. TERM**

Lessee shall have and hold the Property for a term to begin on the 1<sup>st</sup> day of July, 2016 and lease term to end on the 30<sup>th</sup> day of June, 2021. This Lease shall be automatically renewed for additional one (1) year terms unless and until either party desires to terminate the Lease by giving written notice to the other party at least six (6) months prior to any extended term thereof.

**2. RENT**

There shall be no rent for the Property.

**3. USE OF PREMISES AND RENOVATIONS**

Lessee, at its expense, shall have the full and unrestricted use, including the ability to add

to or improve the facilities of the Property, and to remodel, decorate or paint the interior of the building on the Property for the term of this Lease or any renewal thereof for the following purposes:

- a. Office space for the Mitchell County Partnership for Children;
- b. Daycare space for the Early Learning Center;
- c. Other educational uses by the Mitchell County Partnership for Children;  
and
- d. Use of the adjacent parking lot and driveway for staff, visitors, and drop-off and pick-up of students and children.

If Lessee, at its own expense, adds to, expands or improves the facilities of the Property, any structural, mechanical, electrical or plumbing improvements shall become part of the Property and shall remain with the Property following the expiration of the term of the Lease. Such improvements shall not give Lessee an ownership interest in the Property and shall not entitle the Lessee to any rights of ownership. Lessee shall obtain the written consent of the Lessor prior to making any expansion, changes, or improvements to the Property, notwithstanding minor repairs, painting, or decorating that may be done by the Lessee from time to time.

Lessee agrees to maintain the Property in accordance with all Kansas State Department of Education and Kansas Department of Health and Environment guidelines.

#### **4. BUILDING MAINTENANCE**

Lessor shall maintain the heating and air system, plumbing system, electrical system, roof, exterior, exterior walls, windows, guttering, downspouts, and structural portions of the Property. Lessor shall also provide grounds maintenance and snow removal. Lessee shall maintain the

interior of the Property in good condition during the term of the Lease, including minor repairs to fixtures, basic custodial services and supplies, and pest control.

**5. INSURANCE**

Lessor shall maintain property insurance on the Property. Lessee shall maintain insurance on the contents of the Property and public liability insurance.

**6. UTILITIES AND PROPERTY TAXES**

Lessor shall be responsible for payment of the following utilities: electricity, gas, water, waste water, and trash removal. Lessee shall be responsible for any telephone, cable, and security system expense. In exchange for the payment of utilities, Lessee agrees to pay Lessor the sum of Eighteen Thousand and No/Dollars (\$18,000.00) per year. Payments of \$9,000.00 shall be paid on or before July 1<sup>st</sup> and January 1<sup>st</sup> during each year of the term of this lease with the first year's payments due July 1, 2016 and January 1, 2017.

**7. SUBLETTING AND CHANGING PROVISIONS OF LEASE**

Lessee shall not have the right to sublet any or all of the Property, except to the Mitchell County Partnership for Children or Early Learning Center, without the consent of the Lessor. The parties agree the provisions of this Lease may be changed from time to time by written mutual agreement.

**8. HOLD HARMLESS**

Lessee covenants and agrees to hold the Lessor harmless through insurance or otherwise for any injury, loss or damage to any person or property on said Property due directly or indirectly to its use or occupancy of the aforesaid Property or any part thereof. Lessor covenants and agrees to hold the Lessee harmless through insurance or otherwise for any injury, loss or damage to any

person or property on said Property due directly or indirectly to its leasing of the aforesaid Property or any part thereof.

**9. MISCELLANEOUS PROVISIONS**

- a. It is expressly agreed that if the Property shall be damaged by fire or other unavoidable casualty so that it is rendered unfit for use and occupancy, then at the election of the Lessor or the Lessee the leasehold rights hereby created shall thereby be terminated.
- b. The Lessee further agrees with the Lessor at the expiration of this Lease to give peaceable possession of the Property to the Lessor in as good condition as they are now except for the usual wear, unavoidable accidents and loss by fire or other casualty.
- c. It is further agreed if default shall be made by the Lessee of any of the covenants herein contained, it shall be lawful for the Lessor to re-enter into and repossess the Property without notice or demand, and the Lessee and each and every other occupant to remove and put out; that the Lessee will yield and deliver up the Property in like condition as in taken, reasonable use and wear thereof and damage by the elements expected.
- d. All plumbing, heating, electrical equipment shall remain therein at the termination of this Lease, this applying to the building proper and not referring to any special connections or fittings installed in connection with or as part of the equipment owned by the Lessee. Lessee agrees to repair any damage done to the Property caused by the removal of any such special connections or fittings.

- e. The Lessee covenants with Lessor that it will consent that the building shall not be overloaded or damaged or that any trade or occupation shall be carried on upon Property or any use made thereof which shall be unlawful or contrary to any state or federal law or any city ordinance or regulation; and that no act or things shall be permitted upon the Property which shall make void or voidable any insurance on the Property of the building against fire or other casualty.
- f. The Lessee further agrees to cooperate with the Lessor in maintaining favorable fire insurance rating conditions during the full term of this Lease.
- g. It is understood and agreed that all property in the building on the Property shall be at the risk of the Lessee only, and that the Lessor shall not be liable for any damage to Lessee's property however occurring.

**10. REMOVAL OF PERSONAL PROPERTY**

All personal property placed, installed or constructed upon the Property by Lessee during occupancy, which may be removed at any time by Lessee at the end of the term without substantial damage to the Property, shall be and remains the sole property of Lessee and may be removed. If substantial damage would occur, Lessee may elect to remove the property and restore the Property.

**11. AGREEMENT WITH KANSAS LAW**

This Lease Agreement shall be subject to, governed by, and construed according to the laws of the State of Kansas.

**12. BINDING EFFECT**

The terms and conditions of this Lease shall be binding upon the parties, their heirs, agents, administrators, executors or legal successors.

**13. LIABILITY FOR DAMAGES**

Notwithstanding any language to the contrary, neither party shall be responsible for any damages caused by the public nor its employees of their respective area, except as provided in the Kansas Tort Claims Act, K.S.A. 75-6101 *et seq.*, as amended.

**14. SPECIAL PROVISION REGARDING LESSEE'S FUNDING**

The following Special Provision is made a part hereof and incorporated into this contract: Notwithstanding any other provisions of this lease, if funds anticipated for the continued fulfillment of this lease agreement are at any time not forthcoming either through failure of the Lessee to receive grants or appropriated funds specifically budgeted for this lease or the discontinuance or material alteration of the program under which funds were provided, then Lessee shall have the right to terminate these lease by giving Lessor a reasonable notice specifying the reasons for such termination as provided in Paragraph 1.

Lessee is obligated only to pay such payments for utilities under this lease as may lawfully be made from funds budgeted and appropriated for that purpose during Lessee's then current fiscal year. Should Lessee fail to budget, appropriate or otherwise make available funds sufficient to make the payment for utilities, the lease shall be deemed terminated at the end of the current year of the lease, whether during the original term or any renewal term. Lessee agrees to give Lessor a reasonable notice of termination, but failure to give such notice shall not extend the term of the lease.

IN WITNESS WHEREOF, this Lease Agreement is executed the day and year first above written, and by signing the Lease Agreement, the parties certify that the agreement is being entered into within the authority of law, with their approval and they are authorized to do so.

**LESSOR:**

THE CITY OF BELOIT, KANSAS

By \_\_\_\_\_  
Tom Naasz, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Lomax, City Clerk

**LESSEE:**

UNIFIED SCHOOL DISTRICT NO. 273  
BOARD OF EDUCATION

By \_\_\_\_\_  
Jason Johnson, President

ATTEST:

\_\_\_\_\_  
Doris Gasper, Clerk of the Board



CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*)
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 *et seq.*) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 *et seq.*) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 *et seq.*) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.

6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 *et seq.*
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved; but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
June 7, 2016	Travel Request Policy
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b>
Administration	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b> <input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the City Council approve the enclosed Travel Policy.

### FISCAL NOTE:

- None

### DISCUSSION:

I have noticed that employees travel to meetings without the benefit of a city policy to give uniform guidance for all departments. While I have not observed any inappropriate use involving travel, good management practices, budget control and prudent use of resources should be guided by standard policies. Attached is a Travel and Reimbursement policy I prepared along with a Travel Request and Reimbursement Form for Council consideration. I have shared the policy with Austin-Peters, the firm doing the review of the city's personnel policies. They offered welcomed suggestions and will incorporate the policy into the updated personnel policy handbook, should the Council approve this recommendation.

Respectfully submitted,

Jay Newton,  
Interim City Administrator



## **Travel and Reimbursement**

It is the policy of the City of Beloit to reimburse employees for reasonable and necessary expenditures made by employees on official City business. Reimbursements shall include mileage at the rate established by the Internal Revenue Service (IRS), common carrier fares, lodging and meal expense and other related expenses including, but not limited to tools, books and materials, car rentals, telephone calls and internet access related to city business, tips not exceeding 20%, etc.

- a. Approval. All expenses must be itemized and submitted to the City Administrator for approval on a City of Beloit Travel Request and Expense Report form with receipts attached. All travel shall be budgeted and receive prior approval from the Department Head and the City Administrator. Out of state travel beyond immediate adjoining State of Nebraska will not be approved unless specifically budgeted and approved as a line item for "travel" in the annual budget or as an exception to the budget as approved by the City Council and recommended by the City Administrator.
- b. Travel Advances. The City will pay travel advances only to third party providers to cover registration, hotel/motel costs and educational materials associated with educational training.
- c. Lodging. Hotel or motel accommodations shall be reasonable and shall be reimbursed on an actual cost basis consistent with facilities available in proximity to the location of the conference or business meeting to be attended. Single occupancy rates will be reimbursed. Employees should request the government rate and show their City of Beloit government identification when booking lodging.
- d. Meals. Meals and tips will be paid for out of city travel. The maximum per diem allowance for meals shall be \$50.00 per day for meals and tips, subject to future adjustments as recommended by the City Administrator and approved by the City Council. Receipts are required in order to be reimbursed for meals. Payment for in-city meals will be paid for banquets and/or programs involving special community events with prior approval of the City Administrator.
- e. Transportation. Transportation cost will be reimbursed as follows:
  - Automobile mileage: Reimbursed for the most direct route at the current mileage rate as approved by the City council.
  - Car rental: Reimbursed for the most direct route if necessary to complete travel arrangements.
  - Air travel: Reimbursed at the rate of coach fare. The use of discount fares is encouraged.
- f. Non-allowable Expenses. Non-allowable expenses of City funds include, but are not limited to, tobacco, alcohol, personal telephone calls, first class travel accommodations, loss or damage of personal property, personal postage, cleaning, barber, beauty shops, toiletries, in room movies or any "entertainment" not related to the purpose of the travel.
- g. Travel for Non-Exempt Employees. Non-exempt employees will be paid at the normal rate equal to the normal work day for the time spent traveling overnight

on out of City designated purposes. If the employee is required to be out of City for a one day assignment rather than reporting to the regular site of employment, that does not involve an overnight stay, all travel time will be considered compensable work time.



# City of Beloit

## Travel Request & Expense Report

### Travel Request - Part I

Employee(s) \_\_\_\_\_ Department \_\_\_\_\_

Request Date \_\_\_\_\_ Travel Date(s) \_\_\_\_\_

Travel Event \_\_\_\_\_

Method of Travel

- City Vehicle  
 Private Vehicle  
 Other

Approval:

Dept. Head \_\_\_\_\_

City Admin. \_\_\_\_\_

Date: \_\_\_\_\_

### Expense Report - Part II

Lodging:

\_\_\_\_\_ days @ \_\_\_\_\_ per day

Reservations - Credit Card No. \_\_\_\_\_

Transportation :

\_\_\_\_\_ miles @ \_\_\_\_\_ per mile

Fees: (Registration, Dues, etc. - attach copy)

- Mail with registration \$ \_\_\_\_\_  
 Due upon arrival \$ \_\_\_\_\_

Meals:                      Number of Meals      Amount

Breakfast \_\_\_\_\_ @ \$ \_\_\_\_\_

Lunch \_\_\_\_\_ @ \$ \_\_\_\_\_

Dinner \_\_\_\_\_ @ \$ \_\_\_\_\_

Total Amount \$ \_\_\_\_\_

Miscellaneous Expenses:

- Tolls \$ \_\_\_\_\_       Phone \$ \_\_\_\_\_  
 Taxi \$ \_\_\_\_\_       Other \$ \_\_\_\_\_

Total Amount \$ \_\_\_\_\_

Total Employee Reimbursement Due: \$ \_\_\_\_\_ (all receipts must be attached for reimbursement)

***Any expense in excess of the City's travel policies regarding Per Diem shall be paid by the employee.***

*I hereby certify that this a true and accurate statement of actual expense incurred in accordance with the travel authorization. I understand the city will only pay reasonable and necessary expenses and will not pay for alcoholic beverages or extravagant charges unrelated to the purpose of the travel.*

Requested by \_\_\_\_\_ Date \_\_\_\_\_

Dept. Head \_\_\_\_\_ City Admin. \_\_\_\_\_



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
June 7, 2016	Electric Pole Bid		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Electric Department		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the city council approve the Creosote Treated Pole Bid from Bridgewell Resources in the amount of \$12,535.50.

### FISCAL NOTE:

Funding is available under Electric Systems Division 53-43-6070 (FY2016 Budget is \$50,000 with a current balance of \$34,425.36 as of 6/3/2016).

### DISCUSSION:

Respectfully submitted,

Jay Newton,  
Interim City Administrator



502 East 12<sup>th</sup> Street  
Beloit, Kansas 67420



Tel No (785) 738-3781  
Fax No (785) 738-2290

**TO:** City Administrator and City Council  
**FROM:** Ronald Sporleder  
Director of System Operations  
**RE:** Pole Bid  
**DATE:** May 27, 2016

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Jay and City Council,

I am recommending that the bid from Bridgewell Resources be accepted in the amount of \$12535.50 for Creosote treated poles. We are recommending the Creosote treated poles because the Penta treated poles we have been getting do not seem to have as long lasting life as the Creosote. Other cities have gone back to Creosote from the Penta. This will come out of fund 53-43-6070.

**Pole Bid B – Creosote treated poles**

**Bridgewell Resources - \$12535.50**

Kriz Davis - \$14,664.00  
Boettcher Supply – No Bid  
Stanion Wholesale – No Bid  
Wesco Distribution – No Bid

**Pole Bid A – Penta treated poles**

Kriz-Davis - \$10,914.00  
Stanion Wholesale - \$11,035.50  
Bridgewell Resources - \$11,178.24  
Wesco Distribution - \$13,184.00  
Boettcher Supply – No Bid

**Pole Bid C – Half Penta treated, Half Creosote treated poles**

Bridgewell Resources - \$11,075.75  
Boettcher Supply – No Bid  
Kriz Davis – No Bid  
Stanion Wholesale – No Bid  
Wesco Distribution – No Bid

Ronald Sporleder  
Director of Systems Operations

# BRIDGEWELL RESOURCES

PO Box 257  
305 Main Ave.  
Dierks, AR. 71833

May 17, 2016

Attn: Ronny Sporleder  
City of Beloit, KS

Hi Ronny,

We were hit with an unexpected trucking increase last Friday, so I need to please update my prices. I hope they reach you before the bid is opened.

Thank you!



Rita Chandler  
Sales Representative-Midwest Division  
305 Main Avenue  
Dierks, AR 71833  
Phone: 877-248-8064  
Cell 870-557-7082  
Fax 870-286-2430  
e-mail [rhandler@bridgewellres.com](mailto:rhandler@bridgewellres.com)

Roger Ashbrooks  
Sales Manager-Midwest Division  
305 Main Avenue  
Dierks, AR 71833  
Phone: 800-854-5617  
Cell 870-557-7081  
Fax 870-286-2453  
e-mail [rashbrooks@bridgewellres.com](mailto:rashbrooks@bridgewellres.com)

*Revised Bid*

**City of Beloit  
Pole Bid # POLE-050616A  
SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound penta treated, and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid. <u>17</u>	40 foot	<u>penta</u> \$ <u>310.72</u>	\$ <u>5,282.24</u>
State number of 45-foot poles being bid. <u>16</u>	45 foot	<u>penta</u> \$ <u>368.50</u>	\$ <u>5,896.00</u>

(For one truckload)

Total Cost **FOB** City of Beloit \$ \$ 11,178.24  
Company Name Bridgewell Resources  
Name Rita Chandler  
Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery:  
2 weeks or less  
ARV*

*Revised Bid*

**City of Beloit  
Pole Bid # POLE-050616B  
SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound Creosote treated per cubic foot (PFC), and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.			
<u>15</u>	40 foot <u>wood</u>	\$ <u>384.15</u>	\$ <u>5,762.25</u>
State number of 45-foot poles being bid.			
<u>15</u>	45 foot <u>wood</u>	\$ <u>451.55</u>	\$ <u>6,773.25</u>

(For one truckload)

Total Cost FOB City of Beloit \$ 12,535.50

Company Name Bridgwell Resources

Name Dale Chandler

Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery  
2 weeks or less  
AKO*

*Derived Bid*

City of Beloit  
Pole Bid # POLE-050616C  
SPECIFICATION AND BID SHEET

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; top half 10 pound penta treated, bottom half 10 pound creosote treated per cubic foot (PFC), and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid. <u>15</u>	40 foot <u>penta</u>	\$ <u>313.25</u>	\$ <u>4698.75</u>
State number of 45-foot poles being bid. <u>16</u>	45 foot <u>creo</u>	\$ <u>398.25</u>	\$ <u>6372.00</u>

(For one truckload)

Total Cost FOB City of Beloit \$ 11,070.75

Company Name Bridgeway Resources

Name Dita Chandler

Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery:  
2 weeks or less  
AKW*

**City of Beloit**  
**Pole Bid # POLE-050616A**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound penta treated, and have one slab gain with one 1 1/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.			
<u>17</u>	40 foot <u>penta</u>	\$ <u>307.95</u>	\$ <u>5,235.15</u>
State number of 45-foot poles being bid.			
<u>16</u>	45 foot <u>penta</u>	\$ <u>365.15</u>	\$ <u>5,842.40</u>

(For one truckload)

Total Cost **FOB** City of Beloit \$ 11,077.55

Company Name Bridgeway Resources

Name Rita Chandler

Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
 502 E. 12<sup>th</sup>  
 Beloit Kansas 67420  
 PH (785) 738-3781 Fax (785) 738-2290  
 Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery 2 weeks or less  
 ARD*

**City of Beloit**  
**Pole Bid # POLE-050616B**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound Creosote treated per cubic foot (PFC), and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.			
<u>15</u>	40 foot <u>Creo</u>	\$ <u>381.10</u>	\$ <u>5,716.50</u>
State number of 45-foot poles being bid.			
<u>15</u>	45 foot <u>Creo</u>	\$ <u>447.90</u>	\$ <u>6,718.50</u>

(For one truckload)

Total Cost FOB City of Beloit \$ \$ 12,435.00

Company Name Bridgewell Resources

Name Peter Chandler

Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
 502 E. 12<sup>th</sup>  
 Beloit Kansas 67420  
 PH (785) 738-3781 Fax (785) 738-2290  
 Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery  
 2 weeks or less  
 AKO*

**City of Beloit**  
**Pole Bid # POLE-050616C**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; top half 10 pound penta treated, bottom half 10 pound creosote treated per cubic foot (PFC), and have one slab gain with one 1 1/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.			
<u>15</u>	40 foot <u>penta</u>	\$ <u>313.25</u>	\$ <u>4698.75</u>
State number of 45-foot poles being bid.			
<u>16</u>	45 foot <u>creo</u>	\$ <u>394.71</u>	\$ <u>6315.36</u>

(For one truckload)

Total Cost FOB City of Beloit \$ 10,014.11  
 Company Name Bridgeway Resources  
 Name Dita Chandler  
 Phone # 877-248-8064

Material will be Ship To:

City of Beloit  
 502 E. 12<sup>th</sup>  
 Beloit Kansas 67420  
 PH (785) 738-3781 Fax (785) 738-2290  
 Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

*Delivery:  
 2 weeks or less  
 ARW*

**City of Beloit**  
**Pole Bid # POLE-050616A**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine, 10 pound penta treated, and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.			
<u>15</u>	40 foot	\$ <u>337.70</u>	\$ <u>5,065.50</u>
State number of 45-foot poles being bid.			
<u>15</u>	45 foot	\$ <u>398.00</u>	\$ <u>5,970.00</u>

(For one truckload)

Total Cost FOB City of Beloit \$ \$ 11,035.50

Company Name Stanion Wholesale Electric

Name BERNIE WERTH

Phone # 785-628-8722

Material will be Ship To:

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

Must use this form for bid to be valid

## **Pole bid # POLE-050616**

**CITY OF BELOIT**  
119 North Hersey  
Box 567  
Beloit, Kansas 67420 -- (785) 738 - 3551

The City of Beloit, Kansas, 119 North Hersey, Box 567, Beloit, Kansas, will be accepting sealed bids at the office of the City Clerks until:

**TIME: 3:30 PM**  
**DATE: 5/25/16**

for the purchase of the following item(s)/ material(s): **Poles**

All Bids must be good for fifteen days from date above.

All items(s)/ material(s) are to be bid **FOB**, Beloit, Kansas.

All bids are to be submitted in a sealed envelope prominently marked:  
**Pole Bid # POLE-050616**

All bids received by the closing date and time will be publicly opened and read aloud at the time and date above in the office of the City Clerk, 119 North Hersey, Beloit, Kansas.

The City of Beloit, reserves the right to select the best bid, waiver formalities and reject any and all bids.

For additional information on bid specifications, contact Ron Sporleder Director of System Operations (785)738-3781.

For additional information on results of the bid opening, contact the Office of the City Clerk, (785) 738-3551.

Mandy Lomax  
City Clerk

**City of Beloit**  
**Pole Bid # POLE-050616A**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound penta treated, and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

<b>Number of Poles</b>	<b>Length of Poles</b>	<b>Cost per Pole</b>	<b>Total Cost</b>
State number of 40-foot poles being bid. <u>116</u>	40 foot	\$ <u>375.00</u>	\$ <u>6,000.00</u>
State number of 45-foot poles being bid. <u>116</u>	45 foot	\$ <u>449.00</u>	\$ <u>7,184.00</u>

(For one truckload)

Total Cost FOB City of Beloit \$ 13,184.00 (excluding tax)

Company Name WESCO

Name Mitch Meyer

Phone # 712-255-71034

**Material will be Ship To:**

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

**Must use this form for bid to be valid**

**City of Beloit**  
**Pole Bid # POLE-050616B**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; 10 pound Creosote treated per cubic foot (PFC), and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid. <u>0</u>	40 foot	<i>*Brown Wood Poles does not make Creosote Poles.</i> \$ <u>          </u>	\$ <u>          </u>
State number of 45-foot poles being bid. <u>0</u>	45 foot	\$ <u>          </u>	\$ <u>          </u>

(For one truckload)

Total Cost FOB City of Beloit \$           

Company Name WESCO

Name Mitch Meyer

Phone # 712-255-7634

**Material will be Ship To:**

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

**Must use this form for bid to be valid**

**City of Beloit**  
**Pole Bid # POLE-050616C**  
**SPECIFICATION AND BID SHEET**

The poles will be 40 and 45 foot in length, meet REA specifications for class 3 poles, all will be southern pine; top half 10 pound penta treated, bottom half 10 pound creosote treated per cubic foot (PFC), and have one slab gain with one 11/16 inch hole 12 inches from top. Since the number on poles hauled on trucks vary from vendor to vendor make sure you state the number of poles being bid to complete one truck load.

Number of Poles	Length of Poles	Cost per Pole	Total Cost
State number of 40-foot poles being bid.	<i>* Brown</i>	<i>Wor+ make</i>	<i>Creosote option.</i>
<u>                    </u>	40 foot	\$ <u>                    </u>	\$ <u>                    </u>
State number of 45-foot poles being bid.			
<u>                    </u>	45 foot	\$ <u>                    </u>	\$ <u>                    </u>

(For one truckload)

Total Cost FOB City of Beloit \$                     

Company Name WESCO

Name Mitch Meyer

Phone # 712-255-7634

**Material will be Ship To:**

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

**Must use this form for bid to be valid**



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
June 7, 2016	Directional Boring Bid		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Electric Department		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the city council approve the Directional Boring Bid from Deep Creek Construction in the amount of \$11,500.00.

### FISCAL NOTE:

Funding is available in the GO Bond proceeds for the East Main Project.

### DISCUSSION:

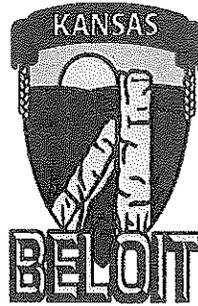
The boring is for utility work to prepare for the East Main Project.

Respectfully submitted,

Jay Newton,  
Interim City Administrator



502 East 12<sup>th</sup> Street  
Beloit, Kansas 67420



Tel No (785) 738-3781  
Fax No (785) 738-2290

**TO:** City Administrator and City Council  
**FROM:** Ronald Sporleder  
Director of System Operations  
**RE:** Directional Boring  
**DATE:** May 27, 2016

---

Jay and City Council,

I am recommending that the bid from Deep Creek Construction be accepted in the amount of \$11,500.00 for directional boring on the East Main project. This will be worked in as soon as the schedule of both parties will allow. Deep Creek Construction also included their Certificate of Liability Insurance.

**Deep Creek Construction - \$11,500.00**

Larson Construction - \$14,500.00

Dig-It – No Bid

BoreTec – No Bid

Ronald Sporleder  
Director of Systems Operations



**CITY OF BELOIT**  
119 North Hersey  
Box 567  
Beloit, Kansas 67420

The City of Beloit, Kansas, 119 North Hersey, Box 567, Beloit, Kansas, will be accepting bids at the office of the City Clerks until:

**TIME: 3:30 PM**  
**DATE: 5/25/16**

For the purchase of the following item(s) or material(s): Directional Boring

All bids must be good for fifteen (15) days from date above.

All item(s) or material(s) are to be bid **FOB**, Beloit, KS.

All bids submitted in an envelope are to be prominently marked:

**Directional Boring #050916**

**All bids submitted by fax or email will need to have a follow up signed bid in an envelope and is to be prominently marked:**

**Directional Boring #050916**

All bids received by the closing date and time will be publicly opened and read aloud at the time and date above in the office of the City Clerk, 119 North Hersey, Beloit, Kansas.

**All bids must have a Spec. Sheet attached.**

**If for some reason you deviate from specs listed, you will need to attach sheet with an explanation for deviation and items or materials changed.**

**The City of Beloit, reserves the right to select the best bid, waiver formalities and reject any and all bids.**

For additional information on bid specifications, contact Ron Sporleder, Director of System Operations, at (785) 738-3781.

For additional information on results of the bid opening, contact the Office of the City Clerk, (785) 738-3551

Mandy Lomax  
Director of Finance / City Clerk

**PROPOSAL SHEET**

**FOR BID: Directional Boring #050916**

I propose to supply the City of Beloit Kansas with the item(s) or material(s) listed in this bid for a total cost **FOB** City of Beloit \$ 11,500.

All item(s) or material(s) are to be bid **FOB**, 502 E. 12<sup>th</sup> Street, Beloit Kansas 67420-0567

Estimated delivery time: anytime, we can work with your schedule

I understand that this bid is to be guaranteed for no less than fifteen (15) days from the date of bid opening.

Company Name:

Deep Creek Construction, L.L.C.

Name: Susan Wollesen and Kirk Wollesen

Phone: 785-524-5457

Date: 5-24-2016

All contractors and/or subcontractors must show proof of workman's comp liability insurance before any bid will be considered or accepted.

Page 2 of 3  
**City of Beloit**  
**Bid #**

**SPECIFICATION AND BID SHEET**

DESCRIPTION: Directional boring approximately 500 feet from the southwest corner of Sturgis & Topeka streets north to just south of the Gormly driveway on the east side of the road. Boring from Main Street to the edge of driveway will be under a rock road. The City of Beloit will supply 2" and 4" conduit that will be need to be pulled through.

ITEM	DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Boring	Directional boring	500	feet	\$20	\$10,000

*Excavating and clean-up, additional* *\$1,500*  
**Total Cost FOB City of Beloit \$** 11,500.00 \$11,500

**Company Name** Deep Creek Construction, L.L.C.

**Name** Susan Wollesen and Kirk Wollesen

**Phone #** 785-524-5457

**Material will be Ship To:**

**City of Beloit**  
**502 E. 12<sup>th</sup>**  
**Beloit Kansas 67420**  
**PH (785) 738-3781 Fax (785) 738-2290**  
**Ronald Sporleder - Director of System Operations**

**Must use this form for bid to be valid**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Insurance Planning Inc. 3006 Broadway Avenue P. O. Box 100 Hays KS 67601	<b>CONTACT NAME:</b> Kathy Casper <b>PHONE (A/C No. Ext.):</b> (785) 625-5605 <b>FAX (A/C. No.):</b> (785) 625-8388 <b>E-MAIL ADDRESS:</b> caspka@insurance-planning.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Continental Western Insur Co.</td> <td>10804</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Continental Western Insur Co.	10804	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A: Continental Western Insur Co.	10804													
INSURER B:														
INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														
<b>INSURED</b> Deep Creek Construction, LLC P.O. Box 265 Lincoln KS 67455														

**COVERAGES**      **CERTIFICATE NUMBER:** 15/16 Certificates      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. DATE	POLICY EXP. DATE	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CWP275977528	7/23/2015	7/23/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		CWP275977528	7/23/2015	7/23/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 4,500
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		CWP275977528	7/23/2015	7/23/2016	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	NCA2759776	7/23/2015	7/23/2016	E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Leased or Rented Equipment Installation Floater		CWP275977528	7/23/2015	7/23/2016	Limit \$25,000 Limit \$15,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Kathy Casper/CASPKA <i>Kathy Casper</i>

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**CITY OF BELOIT**  
119 North Hersey  
Box 567  
Beloit, Kansas 67420

The City of Beloit, Kansas, 119 North Hersey, Box 567, Beloit, Kansas, will be accepting bids at the office of the City Clerks until:

**TIME: 3:30 PM**  
**DATE: 5/25/16**

For the purchase of the following item(s) or material(s): Directional Boring

All bids must be good for fifteen (15) days from date above.  
All item(s) or material(s) are to be bid **FOB**, Beloit, KS.  
All bids submitted in an envelope are to be prominently marked:

**Directional Boring #050916**

**All bids submitted by fax or email will need to have a follow up signed bid in an envelope and is to be prominently marked:**

**Directional Boring #050916**

All bids received by the closing date and time will be publicly opened and read aloud at the time and date above in the office of the City Clerk, 119 North Hersey, Beloit, Kansas.

**All bids must have a Spec. Sheet attached.**

**If for some reason you deviate from specs listed, you will need to attach sheet with an explanation for deviation and items or materials changed.**

**The City of Beloit, reserves the right to select the best bid, waiver formalities and reject any and all bids.**

For additional information on bid specifications, contact Ron Sporleder, Director of System Operations, at (785) 738-3781.

For additional information on results of the bid opening, contact the Office of the City Clerk, (785) 738-3551

Mandy Lomax  
Director of Finance / City Clerk

**City of Beloit  
Bid #  
SPECIFICATION AND BID SHEET**

DESCRIPTION: Directional boring approximately 500 feet from the southwest corner of Sturgis & Topeka streets north to just south of the Gormly driveway on the east side of the road. Boring from Main Street to the edge of driveway will be under a rock road. The City of Beloit will supply 2" and 4" conduit that will be need to be pulled through.

ITEM	DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Boring	Directional boring	500	feet	\$ 29 <sup>00</sup>	\$ 14,500 <sup>00</sup>

Total Cost FOB City of Beloit \$ 14,500<sup>00</sup>

Company Name LARSON CONSTRUCTION INC

Name Bob Rogers

Phone # 785 537-0160

**Material will be Ship To:**

City of Beloit  
502 E. 12<sup>th</sup>  
Beloit Kansas 67420  
PH (785) 738-3781 Fax (785) 738-2290  
Ronald Sporleder - Director of System Operations

**Must use this form for bid to be valid**

