

PERRY CITY COUNCIL AGENDA

Monday June 5, 2023 at 6:00 p.m. in the Towncraft Building, 1122 Willis Avenue, Perry Iowa

This meeting will be recorded and may be attended electronically. Public access to the virtual option may be obtained by one of the following methods:

Using the following link via computer, tablet or smartphone:

<https://us02web.zoom.us/j/88477302147?pwd=RkRBeIF4Zit4YXJOM1Z5UzRCcF3Zz09>

Or by phone: 312-626-6799

Meeting ID: 884 7730 2147

Passcode: 489958

1. CALL TO ORDER & ROLL CALL

- A. Approval of Meeting Agenda

2. CONSENT AGENDA: All items under the consent agenda are considered to be routine by the City Council and will be enacted by one motion with no separate discussion of these items.

- A. Minutes of the May 15, 2023 Regular City Council Meeting
- B. Payments for Contract Services
- C. Claims Register & Financials
- D. Licenses and Permits

3. CITY ADMINISTRATOR'S REPORT

4. MAYOR/COUNCIL COMMENTS

5. OPEN FORUM: Speakers will be asked step up to the microphone and state their name and address for the record. Individuals speaking will be given three (3) minutes to address Council.

6. PUBLIC HEARINGS:

- A. Public Hearing on Proposed Contract Documents and Estimated Cost for the Wiese Park Improvement

7. OLD BUSINESS:

- A. Resolution Approving the Award for the Wiese Park Improvements
- B. Tabled Resolution Approving a Local Match and Application Submittal for the U.S. Department of Transportation Charging and Full Infrastructure Discretionary Grant
- C. Approval of Pay Application #24 for the Wastewater Treatment Facility Improvements
- D. Approval of Pay Application #6 for the 2020 Downtown Street and Utility Improvements Project
- E. Approval of Pay Application #2 for the 1st Street CIPP Lining
- F. Approval of Pay Application #1 for the Runway 14/32 Relocation Phase 3
- G. Resolution Accepting and Authorizing Signatures on necessary Agreements and Forms for the Community Development Block Grant Upper Story Housing Conversion Grant Contract 23-HSGU-004
- H. Resolution Approving Loan Guaranty with Raccoon Valley Bank for Nudgers Kerns Managers LLC
- I. Resolution Approving Economic Development Loan Agreement with the Nudgers Kerns Managers, LLC

8. NEW BUSINESS:

- A. Resolution Approving a Consulting Agreement with TrueNorth Companies, L.C.
 - B. Resolution Approving a Professional Services Agreement with Bolton & Menk for the Downtown Improvements – Phase 1
 - C. Resolution Approving a Professional Services Agreement with Bolton & Menk for the Willis Avenue Overlay
 - D. Resolution Approving a Professional Services Agreement with Bolton & Menk for the 2024 Street Repairs – HMA Rehabilitation
 - E. Resolution Authorizing Severance Pay for Police Dispatch Employees
 - F. Resolution Approving a Position and Job Description for a Records Clerk
 - G. Resolution Approving a Position and Job Description for an Assistant Records Clerk
 - H. Resolution Approving the Readdressing of a Parcel Within the City of Perry
- 9. ADJOURNMENT**

When Addressing The City Council, Please Step To The Podium And State Your Name & Address For The Record. Council packet materials are available upon request. Requests must be made by 2 p.m. the day of the meeting and there is a charge of \$.25 per page. Council meetings are rebroadcast on PEGASUS Inc and are obtainable via the City of Perry's YouTube channel.

PERRY CITY COUNCIL MEETING SUMMARY

Monday June 5, 2023 at 6:00 p.m. in the Towncraft Building, 1122 Willis Avenue, Perry Iowa

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A. Approval of Meeting Agenda

2. **CONSENT AGENDA:** All items under the consent agenda are considered to be routine by the City Council and will be enacted by one motion with no separate discussion of these items.

A. Minutes of the May 15, 2023 Regular City Council Meeting

B. Payments for Contract Services:

Bolton & Menk	Wastewater Design	\$26,995.10
First Children	2 nd & 3 rd Installments for the Child Care	\$10,000.00
Finance	Market Study	
Total Contract Services Payments		\$36,494.00

C. Claims Register & Financials: \$1,426,821.69

D. Licenses and Permits:

Perry Chamber of Commerce
1124 Willis Avenue

New 5-Day Special Class C Retail Alcohol License effective July 20, 2023. This is for the 2nd Street Block Party on 2nd Street between Warford Street and Lucinda Street on Friday, July 21, 2023.

Casey's Marketing Company
DBA Casey's General Store #26
2617 Willis Avenue

Renewal of a Class E Retail Alcohol License and Ownership Update due to changes in the Board of Directors.

Kwik Trip Inc.
DBA Kwik Star #1180
Renewal of a Class E Retail Alcohol License.

The Police and Fire inspections have been completed and are on file at City Hall.

3. CITY ADMINISTRATOR'S REPORT

4. MAYOR/COUNCIL COMMENTS

5. **OPEN FORUM:** Speakers will be asked step up to the microphone and state their name and address for the record. Individuals speaking will be given three (3) minutes to address Council.

6. PUBLIC HEARINGS:

A. Public Hearing on Proposed Contract Documents and Estimated Cost for the Wiese Park Improvement: The City Council will consider the plans, specifications, proposed form of contract, and estimated total cost for the improvement, the same as being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements. The City Council will also receive and consider any objections to said plans, specifications, estimate of cost, and form of contract made by any interested party on the Wiese Park Improvements, which includes approximately 300 SY of 4-inch PCC Pavement, 85 LF of 4-inch storm sewer, 68 LF of trench drain and other associated work under the improvement.

7. OLD BUSINESS:

A. Resolution Approving the Award for the Wiese Park Improvements: Bids were received at 2:00 PM on May 31, 2023, for the Wiese Park Improvements. The Engineer's Estimate for base bid of the project was \$42,290.00. Three(3) bids were received, all bidders were responsive, and bids for base bid are summarized as follows:

Bidder	City	Amount
Concrete Professionals	Altoona, Iowa	\$60,006.00
Caliber Concrete LLC	Adair, Iowa	\$60,371.79
Concrete Connection LLC	Johnston, Iowa	\$83,000.00

The bid received from Concrete Professionals was 34.63% above the engineer's estimate for the project, and was determined to be the lowest responsive, responsible bidder. Bolton & Menk, Inc. reviewed the bid documents submitted and checked references on this bidder and was satisfied with the responses given. Bolton & Menk recommends award of the Wiese Park Improvements to Concrete Professionals for the bid amount of \$60,006.00. This resolution would award the bid as presented.

B. Tabled Resolution Approving a Local Match and Application Submittal for the U.S. Department of Transportation Charging and Full Infrastructure Discretionary Grant: The U.S. Department of Transportation (U.S. DOT) announced the Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program) to strategically deploy publicly accessible electric vehicle charging and alternative fueling infrastructure in the places people live and work, urban and rural areas alike, and along designated alternative fuel corridors. This action item was tabled at the May 15th Regular City Council Meeting due to the application deadline being extended and in order for additional planning and specification to be completed for the application. This program aligns with the City of Perry's sustainability goals while providing electric vehicle charging stations strategically placed throughout the community at the Iowa Street Wetland, McCreary Community Building, Trailhead Parking Lot adjacent to City Hall and with an optional site at the City owned parking lot at 1st and Warford. The CFI Program has a minimum award amount of \$500,000 with a maximum award amount of \$15 million. The program requires a 20% cost share of the total project cost and will not consider previously incurred costs. This resolution would approve the drafted application with locations and project costs not to exceed \$3.0 million with a local match of 20% in eligible costs not to exceed \$600,000 over a five-year period. The drafted application is subject to be revised according to

grant specifications however the provided costs and site locations once approved will not.

- C. Approval of Pay Application #24 for the Wastewater Treatment Facility Improvements:** Pay Application #24 in the amount of \$736,588.14 to Woodruff Construction is for the construction of the Wastewater Treatment Facility Improvements. To date, total payments requested by the contractor are 77.7% of the total amount of work to be completed under the contract. All documents have been reviewed and signed by the engineer and are recommended for approval.
- D. Approval of Pay Application #6 for the 2020 Downtown Street and Utility Improvements Project:** Pay Application #6 in the amount of \$871,207.20 to Crow River Construction for work completed on Bateman Avenue has been received. The pay application was signed by the engineer and is recommended for approval.
- E. Approval of Pay Application #2 for the 1st Street CIPP Lining:** Pay Application #2 in the amount of \$148,335.90 to Insituform Technologies Inc. for completed CIPP Lining through May 15th, 2023 has been received and signed by the engineer which recommends approval.
- F. Approval of Pay Application #1 for the Runway 14/32 Relocation Phase 3:** Pay Application #1 in the amount of \$62,090.43 to Manatt's Inc. for completed work on Phase 3 of the runway relocation has been received and signed by the engineer which recommends approval.
- G. Resolution Accepting and Authorizing Signatures on necessary Agreements and Forms for the Community Development Block Grant Upper Story Housing Conversion Grant Contract 23-HSGU-004:** The City of Perry accepted a Community Development Block Grant Upper Story Housing Conversion Grant per resolution 041723B for a conversion taking place at the property located at 1306 2nd Street, a property owned by Nudgers Kerns Managers, LLC. This resolution would authorize Mayor to sign on behalf of the City the following items in conjunction with Contract 23-HSGU-004: Certification of Compliance CDBG Procurement Standards; Acknowledgment of Environmental Review Requirements; and Authorized Signature Form.
- H. Resolution Approving Loan Guaranty with Raccoon Valley Bank for Nudgers Kerns Managers LLC:** Per resolution 041723A the City Council approved credit support to the Nudgers Kerns Managers, LLC for financing of their project consisting of remodeling and improving their building located at 1314 2nd Street. The original loan guarantee originated in 2014 and was for \$750,000. The original loan guarantee was replaced by another guarantee in 2016 for \$500,000, which was then again replaced in 2018 for \$350,000. The City published notice and held a public hearing on the proposal to enter into another Loan/Guarantee Agreement in a principal amount not to exceed \$350,000 in ongoing support of the project. Such Loan Guaranty has been prepared by Raccoon Valley Bank and is ready for approval. With approval this resolution it would authorize the Mayor and/or City Administrator to enter into a new Loan Guaranty for the Nudgers Kerns Managers, LLC in an amount of \$350,000, subject to the signing of a Loan Guarantee Agreement between the City and Nudgers Kerns Managers, LLC.
- I. Resolution Approving Economic Development Loan Agreement with the Nudgers Kerns Managers, LLC:** With the City Council authorizing the Loan Guaranty for Nudgers Kerns Managers, LLC, it is necessary to enter into a Economic Development Loan

Agreement. The agreement shall set terms and conditions of the guarantee and establish remedies in the unlikely case that there would be issues with loan default. The Agreement would allow the City to establish a second mortgage on the property at 1314 2nd Street and allow the City to take possession of the property should it become necessary for the Loan Guaranty to be utilized.

8. NEW BUSINESS:

- A. Resolution Approving a Consulting Agreement with TrueNorth Companies, L.C.:** Per resolution 090622K the City withdrew from the Intergovernmental Action Agreement for which provided the Safety Group Central Iowa South (SGCIS). This withdrawal will take effect July 01, 2023 therefore a new safety management process needs to be put into place. Staff has held discussions with Brad Bengtson and TrueNorth Companies on a Consulting Agreement to handle the general safety and loss control policies, procedures, and compliance. Consulting fees per the agreement would be \$150.00 per hour, plus mileage, which is currently estimated at 72 hours, for a total of \$10,800.00 plus mileage. If approved this new agreement will save approximately 1/3 of the costs that were spent with SGCIS and will provide for a much more personal service with TrueNorth providing a dedicated Safety Consultant to assist us. The Perry Safety Committee and City of Perry have a great relationship with TrueNorth and feel this will be an excellent move towards enhancing and protecting the safety of all city employees.
- B. Resolution Approving a Professional Services Agreement with Bolton & Menk for the Downtown Improvements - Phase 1:** Bolton & Menk has submitted a Professional Services Agreement for the Downtown Improvements - Phase 1. This agreement would provide services for the project with a scope of work to include project initiation and management, public involvement and stakeholder input, data collection, basement investigations, geotechnical investigation, environmental/contaminated sites review, storm water analysis, preliminary design, final design, and bidding phase. The Professional Services Agreement would be for a cost not to exceed \$618,746.00 without prior approval per the 2023 Bolton & Menk rate schedule.
- C. Resolution Approving a Professional Services Agreement with Bolton & Menk for the Willis Avenue Overlay:** Bolton & Menk has submitted a Professional Services Agreement for the Willis Avenue Overlay. This agreement would provide services for the project with a scope of work to include client coordination and project management, data collection, design, public involvement, environmental approvals, bidding phase services, and construction services for a mill and overlay from West 3rd Street to 17th Street. The Professional Services Agreement would be for a cost not to exceed \$124,100 without prior approval per the 2023 Bolton & Menk rate schedule.
- D. Resolution Approving a Professional Services Agreement with Bolton & Menk for the 2024 Street Repairs - HMA Rehabilitation:** Bolton & Menk has submitted a Professional Services Agreement for the 2024 Street Repairs - HMA Rehabilitation. This agreement would provide services for the project with a scope of work to include project initiation, project development and design, bid letting phase, and construction services. The Professional Services Agreement would be for a cost not to exceed \$126,100 without prior approval per the 2023 Bolton & Menk rate schedule.
- E. Resolution Authorizing Severance Pay for Police Dispatch Employees:** Due to aging equipment and changes in technology requirements, the Dallas County Sheriff's

Department will assume dispatch duties for the City of Perry Police Department and Perry Volunteer Fire Department as of July 1, 2023. Four full-time Dispatchers will be laid off with their last day of employment being June 30, 2023. Police Chief Eric Vaughn and Administration have met and wishes to provide severance in the amount of \$5,000 for each of the four Dispatchers as well as an additional \$1,000 if the Dispatcher stays employed through June 30, 2023. This resolution would approve such severance and authorize the use of the Termination of Employment and Release Agreement to be given to the four Dispatchers, which will need signed within 21 days in order to receive the severance.

- F. Resolution Approving a Position and Job Description for a Records Clerk:** Due to the upcoming changes within the Perry Police Department and the elimination of Dispatch it is necessary to create a job description for a Records Clerk to maintain and manage all records for the Perry Police Department. This resolution would approve such job description for the Records Clerk Position, which will commence July 1, 2023 and with the wage being set with approval of the FY2024 Wage Resolution for a range based on longevity between \$24.39 to \$26.75 an hour.
- G. Resolution Approving a Position and Job Description for an Assistant Records Clerk:** Due to the upcoming changes within the Perry Police Department and the elimination of Dispatch it is necessary to create a job description for an Assistant Records Clerk to assist the Records Clerk in maintaining and managing all records for the Perry Police Department. This resolution would approve such job description for the Assistant Records Clerk Position, which will commence July 1, 2023 and with the wage being set with approval of the FY2024 Wage Resolution for a range based on longevity between \$19.45 to \$25.25 an hour.
- H. Resolution Approving the Readdressing of a Parcel Within the City of Perry:** The owner of 1819 3rd Street has demolished the former structure and is building a new duplex. During this time, they inquired whether they could request an address change in hopes of alleviating mail issues with similarly addressed properties on West 3rd Street. While the City cannot guarantee that errors with the post office will cease, staff research did discover that a certain address number could fit with this property while still following the address pattern in the district. This action would change the listed address from 1819 to 1821, with 1825 to be the number for the second unit. Exhibits were attached to the resolution to describe the numbering.

9. ADJOURNMENT

MINUTES OF THE REGULAR COUNCIL MEETING

May 15, 2023

CALL TO ORDER & ROLL CALL: Mayor Andorf called the meeting to order at 6:00 p.m. in the Towncraft meeting room at 1122 Willis Avenue, Perry, Iowa. This meeting was also held electronically via a Zoom virtual meeting, meeting ID 831 2631 0507. This meeting was recorded and public access to the virtual meeting was obtainable and published with the agenda and summary.

Council members present were: Berkland, Mahler, Wolling, Schott, Klein
Absent: None

A quorum was present to conduct business.

Staff members present:

City Clerk, Elizabeth Hix

City Administrator, Sven Peterson

Finance Officer, Susie Moorhead

Assistant Police Chief, Jim Archer

Fire Chief, Grason Hill

Deputy Fire Chief, Matt Hix

Public Works Director, Josh Wuebker

Library Director, Mary Murphy via Zoom

Deputy Library Director, Misty Von Behren

City Attorney, DuWayne Dalen

Community and Economic Development Director, Daniel Van Holland via Zoom

Marketing and Engagement Coordinator, Chris Cohea

City Engineer, Jacob Ahrens

Motion Schott Second Mahler to approve the meeting agenda. MCU

CONSENT AGENDA: All items under the consent agenda are considered to be routine by the City Council and were enacted by one motion with no separate discussion of these items.

Motion Klein Second Wolling to approve the following:

Minutes of the May 1, 2023 Regular City Council Meeting

Payments for Contract Services:

Bolton & Menk	General Municipal Engineering	\$5,977.00
Bolton & Menk	Iowa Street Stormwater Wetland	\$5,813.00
Bolton & Menk	2020 Downtown Improvements	\$9,592.00
Bolton & Menk	2019 Sanitary Sewer CIPP Lining	\$2,854.50
Bolton & Menk	General Airport Engineering	\$240.00
Bolton & Menk	Runway 14/32 Relocation Phase III	\$1,964.00
Bolton & Menk	Runway 14/32 Phase 2 Construction	\$9,900.50
Bolton & Menk	Wiese Park Improvements	\$153.00

Total Contract Services Payments**\$36,494.00**

Claims Register & Financials: \$640,613.77

Vendor Name/Invoice Count	Vendor Description	Vendor Total
ACCESS SYSTEMS / 1	PRINTER/SCANNER/COPIER AGREEMENT	\$ 560.41
ACCO UNLIMITED / 2	SUPER/TRISTAR PUMP	\$ 469.42
ACCU JET SEWER AND DRAIN / 2	SEWER SERVICES	\$ 9,232.40
AGSOURCE COOPERATIVE SERV / 3	CHEMICALS	\$ 94.00
AHLERS AND COONEY P C / 2	ATTORNEY FEES JAN/FEB/MAR	\$ 1,464.00
ALL OUTDOOR POWER AND EQ / 1	EQUIPMENT	\$ 289.99
ALLIANT ENERGY - IP&L / 15	UTILITIES	\$ 16,711.12
AMAZON BUSINESS / 6	EQUIPMENT/SUPPLIES	\$ 410.24
AMAZON BUSINESS - LIBRARY / 5	SUPPLIES	\$ 461.78
ANGELICA CARDENAS / 2	REFUND - AGE ADJUSTMENTS	\$ 40.00
ARAMARK UNIFORM SERVICE / 2	MAT/SHOP TOWEL SERVICES 05/04	\$ 183.56
ATLANTIC BOTTLING / 1	VENDING SUPPLIES	\$ 200.42
BOLTON & MENK INC / 8	GENERAL MUNICIPAL ENGINEERING	\$ 36,494.00
BSN SPORTS / 1	MESH BALL NET	\$ 177.00
BTWI / 2	INTERNET SERVICES	\$ 205.00
CALEB WALLACE / 1	REIMBURSEMENT -MILEAGE/MEAL	\$ 90.94
CARROLL CONSTRUCTION SUP / 2	SUPPLIES	\$ 1,113.91
CENTRAL IA DISTRIBUT / 1	SUPPLIES	\$ 323.00
CENTRAL IOWA READY MIX / 3	SUPPLIES	\$ 2,297.25
CENTURY LINK / 1	PHONE/INTERNET SERVICES	\$ 158.28
CHUY'S AUTO SERVICE / 4	TIRE/REPLACEMENTS	\$ 2,017.00
CMT / 2	TESTING	\$ 4,741.00
COLIN'S PEST CONTROL / 1	AIRPORT PEST CONTROL	\$ 300.00
COLLECTION SERVICES CENTE / 1	CHILD SUPPORT	\$ 458.69
CONWAY SHIELD / 2	SHIELD WEB	\$ 153.88
CROW RIVER CONSTRUCTION / 1	2020 DOWNTOWN STREET PAY APP#5	\$ 321,294.19
CSG FORTE PAYMENTS / 1	APRIL CREDIT CARD FEES	\$ 13.40
DEBORAH K. MILLER / 1	CONTRACT EMPLOYEE	\$ 240.00
DIAMOND OIL / 1	FUEL	\$ 570.34
DORSEY & WHITNEY / 1	LEGAL FEES - PERCIVAL DEV AGRE	\$ 4,629.50
DREES HEATING AND PLUMBIN / 3	CONTROLS INSPECTIONS	\$ 3,800.00
ELECTRIC PUMP / 1	2023 SERVICE AGREEMENTS	\$ 995.00
ELITE ELECTRIC & UTILITY / 2	ISSUE LINE/MANHOLE INSTALL/BROKEN	\$ 17,252.03
ELLIOTT EQUIPMENT CO / 1	VEHICLE REPAIRS	\$ 820.89
ERIC LAGOS / 1	CONTRACT EMPLOYEE	\$ 105.00
FAREWAY / 1	DRY GROCERY	\$ 40.72
FREEDOM FIRST AID AND SAF / 1	FIRST AID SUPPLIES 01/30	\$ 73.34
GRIMES ASPHALT & PAVING / 3	SUPPLY	\$ 562.50

GUADALUPE CHAVEZ / 1	CONTRACT EMPLOYEE	\$	220.00
GUTHRIE COUNTY RURAL EL01 / 2	UTILITIES	\$	86.88
HARLAND HARDWARE / 32	BOTTLE FILL STATIONS	\$	1,350.87
HARPER PETERSON / 1	CONTRACT EMPLOYEE	\$	125.00
I.P.E.R.S. / 1	MARCH 2023 LATE FEE	\$	59.39
IOWA COVER CROP / 1	WETLAND 18TH AND IOWA-SEED	\$	1,007.64
IOWA DEPT OF REVENUE / 1	APRIL 2023 SALES TAX	\$	2,448.79
JORGE RAMIREZ / 1	CONTRACT EMPLOYEE	\$	25.00
K & M TIRES / 1	TIRES - EXPOLER	\$	558.16
KIEFER / 1	SUPPLIES	\$	64.50
LANDUS COOPERATIVE / 1	CHEMICALS	\$	142.28
LINDA FRIEDRICHSEN / 1	CONTRACT EMPLOYEE	\$	160.00
LOGAN CONTRACTORS SUPPLY / 1	SUPPLIES	\$	2,072.28
LORI RILEY / 1	REIMBURSEMENT - CLOTHING ALLOWANCE	\$	85.59
M AND M BROADCASTING, INC / 2	ADVERTISING	\$	323.98
MAIL SERVICES / 2	APRIL NEWSLETTER / MAILINGS	\$	1,588.95
MARTIN BROTHERS / 1	SUPPLIES - WIPES/TISSUE	\$	329.02
MENARDS - GRIMES / 1	SUPPLIES	\$	69.99
METRO WASTE AUTHORITY / 1	LANDFILL FEES APRIL 2023	\$	14,015.25
MICHELLE ONNEN / 1	CONTRACT EMPLOYEE	\$	200.00
MIDAMERICAN ENERGY / 9	UTILITIES	\$	1,724.96
MIDWEST OFFICE TECHNOLOGY / 1	PRINTER/SCANNER/COPIER AGREEMENT	\$	128.00
MINBURN COMMUNICATIONS / 7	PHONE/INTERNET SERVICES	\$	1,540.60
MISTY CONRAD / 1	CONTRACT EMPLOYEE	\$	240.00
MOTOR PARTS / 6	SUPPLIES/SERVICES ITEMS	\$	277.51
NCL OF WISCONSIN INC. / 1	CHEMICALS	\$	38.99
NORTH RISK PARTNERS / 1	MAY 2023 CONSULTING FEES	\$	1,317.26
ODP BUSINESS SOLUTIONS / 1	SUPPLIES	\$	62.18
OVERHEAD DOOR COMPANY / 1	OVERHEAD DOOR DAMAGE REPAIRS	\$	5,890.00
OWEN MYERS / 1	CONTRACT EMPLOYEE	\$	180.00
PEGASUS INC. / 1	1ST QTR 2023 FRANCHISE FEES	\$	4,791.75
PERRY ANIMAL CLINIC / 1	RABIES HOLD	\$	455.80
PERRY CHIEF (RENEWAL) / 1	ACT1444492086 PERRY CHIEF RENEW	\$	46.80
PERRY GREENHOUSE & SUPPLY / 1	GRASS SEED	\$	100.80
PERRY LIONS CLUB / 1	FLAGS CABOOSE AND BOULEVARD	\$	390.00
PERRY WATER DEPARTMENT / 2	APRIL 2023 BILLING / LIENS	\$	3,282.80
PETERS SERVICE CENTER / 2	KEROSENE/FUEL	\$	92.89
PIONEER / 1	PAINT	\$	690.75
PRINCIPAL MUTUAL LIFE / 1	POLICE TRUST	\$	3,992.69
R AND R AUTO SERVICE / 3	VEHICLE REPAIRS	\$	670.07
RANDALL LORE / 1	CONTRACT EMPLOYEE	\$	130.00
REGION XII COUNCIL OF GOV / 1	NUDGERS APP REVIEW TA2324	\$	1,000.00
RICOH USA, INC / 1	PRINTER/COPIER/SCANNER AGREEMENT	\$	69.76

SAFE BUILDING / 1	1300 2ND STREET CONSULT	\$	164.00
SAM'S CLUB DIRECT / 1	VENDING SUPPLIES	\$	1,127.80
SPRAYER SPECIALTIES INC / 1	HOSE REAL REWIND	\$	202.61
SSI SPECIALTIES, INC. / 2	SIGNAGE/RENTAL DUMPSTER RENUMBER	\$	754.32
STAPLES ADVANTAGE / 2	OFFICE SUPPLIES	\$	274.06
STATE HYGENIC LABORATORY / 1	POOL/SPA TESTING	\$	42.50
STOKELY LUMBER / 1	SUPPLIES	\$	39.84
SYMMETRY / 1	GAS UTILITY	\$	2,192.64
TASC / 1	TASC FLEX MED W/H	\$	2,837.46
THERESA CROMWELL / 2	REFUN -AGE ADJUSTMENTS	\$	40.00
TRAFFIC CONES FOR LESS / 1	TRAFFIC CONES/STENCIL	\$	1,812.81
UNITED COMMUNICATIONS / 1	BATTERIES	\$	183.66
VAN-WALL EQUIPMENT COMPAN / 2	SUPPLIES/SERVICES ITEMS	\$	79.47
WALSH DOOR & HARDWARE CO. / 2	LIBRARY DOOR ADJUSTMENT/KEYS	\$	284.00
WALTON'S TREE AND STUMP R / 1	ZONE 1 TREE REMOVAL/TRIMMING	\$	14,830.41
WELLS FARGO BANK/ T-TAX / 1	FED/FICA TAX	\$	26,725.03
WELLS FARGO BUSINESS CARD / 19	CITY CREDIT CARD CHARGES	\$	4,084.21
XENIA RURAL WATER ASSOCIA / 3	WATER AIRPORT	\$	244.60
ZIEGLER / 1	GENERATOR SERVICE DEWEY/VINE	\$	1,545.52
	PAYROLL CHECKS ON 05/03/2023	\$	102,057.45
	CLAIMS TOTAL	\$	640,613.77
	GENERAL FUND	\$	146,823.93
	ROAD USE TAX FUND	\$	47,787.58
	EMPLOYEE BENEFITS FUND	\$	1,317.26
	LOCAL OPTION SALES TAX FUND	\$	12,309.83
	LOCAL OPTION TAX MAINT FUND	\$	9,149.13
	TREE REMOVAL FUND	\$	14,830.41
	WIESE PARK FUND	\$	153.00
	TOWN CRAFT BUILDING FUND	\$	212.15
	AMERICAN LEGION BLDG FUND	\$	24.85
	POLICE DRUG FUND	\$	939.98
	FULLHART CARNEGIE TRUST FUND	\$	1,147.05
	REGION XII 5210 GRANT FUND	\$	109.96
	DOWNTOWN CAPITAL PROJECT FUND	\$	333,306.69
	NUDGERS PROJECT FUND	\$	1,000.00
	AIRPORT LAND ACQUISITION FUND	\$	12,104.50
	IOWA ST WETLANDS PROJECT FUND	\$	6,820.64
	SEWER FUND	\$	50,016.31
	WPCF CONSTRUCTION FUND	\$	2,560.50

**CITY OF PERRY, IOWA
MONTHLY REVENUE SUMMARY
APRIL 2023**

FUND	AMOUNT
GENERAL FUND	\$ 734,766.96
ROAD USE TAX FUND	\$ 87,791.07
EMPLOYEE BENEFITS FUND	\$ 419,405.10
EMERGENCY LEVY FUND	\$ 16,078.85
LOCAL OPTION SALES TAX	\$ 174,521.47
TAX INCREMENT FINANCING FUND	\$ 107,381.32
FULLHART CARNEGIE FUND	\$ 27.00
CABOOSE FUND	\$ 75.00
AIRPORT FUEL FUND	\$ 19,467.67
DEBT SERVICE FUND	\$ 106,737.26
SUSTAINABILITY PROJECT FUND	\$ 3,789.00
EC DEVELOPMENT REVOLVING FUND	\$ 1,153.30
BROWNFIELD DEVELOPMENT FUND	\$ 3,853.25
PERPETUAL CARE FUND	\$ 900.00
BEAUTIFICATION FUND	\$ 221.92
SEWER OPERATIONS FUND	\$ 90,377.89
WPCF CONSTRUCTION FUND	\$ 4,418.00
SEWER DISCHARGE FUND	\$ 6,805.11
	=====
TOTAL REVENUE BY FUND	\$ 1,777,770.17

Licenses and Permits: None
MCU

CITY ADMINISTRATOR’S REPORT: City Administrator Sven Peterson stated he along with Community and Economic Development Director, Daniel Van Holland and Marketing and Engagement Coordinator, Chris Cohea would be attending the Iowa Dev 2023 Conference that was taking place on Thursday. Sven also noted that the last agenda item for the U.S Department of Transportation Charging and Full Infrastructure Discretionary Grant had just received an extension to the grant deadline that was previously due at the end of the month. Sven stated that they would be working to obtain additional information and specifications for the grant and asked that the action be tabled until the June 5th council meeting at which time additional information would be available. Councilmember Wolling inquired on the 1st Street Cleaning and CIPP Lining and City Engineer Jacob Aherns stated that the contractor had completed all the lining and that they were just waiting on the televised reports.

MAYOR/COUNCIL COMMENTS: Mayor Andorf read a proclamation proclaiming Police Week as May 14 through 20, 2023. He and other Councilmembers thanked the Police Department for their services year round and Councilmember Schott commented on wonderful personalized service they provided.

OPEN FORUM: Speakers were asked step up to the microphone and state their name and address for the record. Individuals speaking were given three (3) minutes to address Council.

Lynsi Pasutti, Executive Director, Perry Chamber of Commerce: Lynsi stated that she was in attendance for any questions concerning the action item to approve a fireworks permit with J&M for the 4th of July display that was scheduled. Lynsi provided an update on the fireworks fundraiser stating that they had met their goal but were still fundraising and would be hold the grocery roundup and bucket brigade. Lynsi stated that they had a lot of upcoming events and highlighted on the first Farmers Market to take place Thursday June 1st, the first Friday Fest taking place on June 2nd and the up coming 2nd Street Block Party scheduled for July 21st.

Don Richardson, Senior Vice Commander of the VFW Post 2060: Mr. Richardson spoke on behalf of the VFW Post 2060 announcing that they were going to be conducting a Memorial Day Ceremony at Veterans Park located at 8th and Bateman at 1:00pm on May 29, 2023. Mr. Richardson also stated that in conjunction with the Perry Elks Lodge they would also be placing flags prior to the holiday at Violet Hill Cemetery. Mr. Richardson spoke on the organization's work to become more active in the community and offering activities for veterans in the area. Mr. Richardson also highlighted the recent work the organization had completed at Veterans Park which included landscaping and lighting. Councilmember Schott inquired on the American Legion post and Mr. Richardson stated that the local post had been disbanded but that they would be grateful for the possible opportunity to meet in the Legion Hall after renovations were completed. Discussion was held on the budgeted plans for the Legion Hall and it was stated that Sven and VFW Post 2060 Commander Matt Bramer had been in communication. Mayor Andorf extended a thank you to the group and the volunteers for the work that had been completed at Veterans Park.

PUBLIC HEARINGS:

Public Hearing on the Intent to Dispose of Public Property by Sale: The Perry City Council held a Public Hearing to inform the public of the proposed Purchase Agreement with Capital Homes LLC for public property commonly known as Bluejay Addition Blk 8 Lot 8. Mayor Andorf opened the public hearing at 6:13 pm. Sven stated that this disposal was for the property located at 12th and Willis that would be used for the City's multi-family residential home project that was awarded through the RFP process. With no further comments on the public hearing Mayor Andorf closed the hearing at 6:15pm.

Public Hearing on the Amendment to the Current Budget FY2023: The Perry City Council held a Public Hearing for the purpose of amending the current 2023 fiscal year budget. Residents and taxpayers of the City of Perry interested in the FY2023 Budget Amendment were given the opportunity to present to Council objections or in favor to any part of the proposed amended budget. Mayor Andorf opened the public hearing at 6:15 pm. Finance Officer Susie Moorhead reviewed her supplied FY2023 Budget Amendment narrative and highlighted the amended revenues and expenditures and the circumstances that had created the needed amendment. It was stated that the FY2023 revenues would be amended by \$8,937,084 to \$43,118,713 and the FY2023 expenditures would be amended by \$4,321,495 to \$39,058,390, which included the Perry Water Works expenditures increase of \$324,155 to \$3,028,409 and revenues increase of \$1,764,397 to \$4,206,960. Susie again emphasized that this amendment would not affect the current tax levies. With no further comments on the public hearing Mayor Andorf closed the hearing at 6:19pm.

Public Hearing on the Intent to Demolish a Dangerous Structure: Pursuant to the provisions of the Coded of Ordinance, Chapter 145.07, this public hearing was held by the City Council of the City of Perry to consider the demolition of the structure located on the property at 1726 2nd Street, Perry, Iowa. The purpose of this hearing was to inform the public with such intent to demolish the severely deteriorated and dangerous structure and to receive public comments on such matter. Mayor

Andorf opened the public hearing at 6:20 pm. Councilmember Wolling stated that after talking with some of the residents in the area they were thrilled to have the blighted structure come down. Questions were asked about what would happen once the structure was down and the overall process. Sven stated that the cost for the demolition would be assessed to the property and that the property would remain on the list to continue to mow to be within compliance. Councilmember Wolling inquired on the retaining wall and Councilmember Berkland asked if the basement would be filled. Councilmember Mahler inquired on eminent domain and if there was any interest in repairing the structure. Sven stated that the initial assessment found the structure was not salvageable and that this process was just one of many that could be used for dangerous structures. Sven stated that the end goal would be for the property to eventually sell and for the liens to be covered through the proceeds of such sale. Several Councilmembers moved discussion to if there would be any architectural value to anything within the structure and Sven stated that it would be up to the contractor to determine if there was anything worth salvaging to them. Discussion was also held on the grading and filling of the basement. Jim Caufield with The PerryNews.com was joining remotely via the ZOOM link and asked the Council to speak directly into their microphones as those joining remotely were having a very hard time hearing anything. With no further comments on the public hearing Mayor Andorf closed the hearing at 6:25pm.

OLD BUSINESS:

Resolution Approving a Purchase Agreement for the Sale of City Owned Property: Motion Wolling Second Mahler approving the Purchase Agreement with Capital Homes LLC to purchase real property owned by the City. Through the RFP Process and Resolution 032023A Capital Homes LLC was the chosen award for the City's multi-family residential home project a parcel. A parcel of real property owned by the City was to be sold to the company for such project. The City published and held a public hearing on the matter pursuant to the Code on May 15, 2023 to receive comments on the Purchase Agreement. This resolution approves the Purchase Agreement between the City of Perry and Capital Homes LLC for real property legally described as, Lot 8 of Bluejay Addition, of Block 8 in Foster and Heaton's Addition to the Original Town, now City of Perry, Iowa as shown on Plat of Survey filed in Book 2020, page 3077 in the Office of the Dallas County Reorder, for a purchase price of \$1,500.00. It also authorizes and directs the Mayor and/or City Administrator to execute the documents necessary to sell and transfer title to the described property. MCU

Resolution Approving the FY2023 Budget Amendment: Motion Berkland Second Klein approving the FY2023 Budget Amendment. This resolution approves and authorizes the FY2023 City Budget Amendment and therefore directs the Finance Officer to submit said amendment as required by law to the Iowa Department of Management. The notice of the public hearing was published in the Perry Chief on May 4, 2023 and held May 15, 2023. The budget amendment does not alter the tax levy rate. MCU

Resolution Declaring and Ordering the Demolition of a Dangerous Structure: Motion Wolling Second Berkland declaring the structure located at 1726 2nd Street as dangerous and ordering its demolition. Staff had identified the structure as in an advance state of dilapidation and believed that the best course of action for this particular structure was to demolish it. Pursuant to Chapter 145.07 of the City Code, the Council held a hearing to render a decision so that staff could be authorized to pursue options for demolition. Said hearing was held per resolution 050123D on May 15, 2023. This action declares the structure dangerous and authorizes staff to solicit bids for all necessary steps for the demolition of the property. MCU

Approval of Pay Application #23 for the Wastewater Treatment Facility Improvements: Motion Mahler Second Klein approving Pay Application #23 in the amount of \$651,653.92 to Woodruff Construction is for the construction of the Wastewater Treatment Facility Improvements. To date, total payments requested by the contractor are 74.8% of the total amount of work to be completed under the contract. All documents were reviewed and signed by the engineer and were recommended for approval. MCU

Approval of Pay Application #9 for Phase 1 of the Relocation of Runway 14/32: Motion Berkland Second Wolling approving Pay Application #9 in the amount of \$4,572.40 to Wenthold Excavating LLC for grading work on Phase 1 of the Relocation of Runway 14/32. All documents were received and signed by the engineer which recommended approval. MCU

Approval of Pay Application #1 for the 1st Street CIPP Lining: Motion Mahler Second Klein approving Pay Application #1 in the amount of \$22,826.36 to Insituform Technologies Inc. for completed televising and cleaning work of the existing sanitary sewer lines planned for CIPP Lining. All documents were received and signed by the engineer which recommended approval. MCU

NEW BUSINESS:

Resolution Authorizing a Fireworks Permit for J & M Displays, Inc: Motion Klein Second Mahler authorizing a Fireworks Permit to J & M Displays, Inc for the evening of July 4, 2023. J & M Displays requested a fireworks permit be issued to them on behalf of the Perry Chamber of Commerce. Chapter 125 of the Perry Code of Ordinance states that approval is required prior to fireworks being displayed within the Perry City Limits. The display will take place on the evening of July 4, 2023 as part of the festivities celebrating Independence Day. Certificate of Liability Insurances was received. This resolution authorizes the issuance of the required permit. MCU

Resolution Approving a Deputy Fire Chief of the Perry Volunteer Fire Department: Motion Wolling Second Klein appointing Mr. Matt Hix as Deputy Fire Chief of the Perry Volunteer Fire Department. Former Deputy Fire Chief Mr. Kevin McLaughlin retired from the Perry Volunteer Fire Department in January of 2023 after 33 years of service. This retirement left the Deputy Fire Chief position vacant and Fire Chief Grason Hill provided his one and only recommendation for the position as Mr. Hix. This resolution approves the recommendation of Chief Hill and appoints Mr. Hix to the position of Deputy Fire Chief effective immediately. MCU

Resolution Approving Addition to the Fire Department Roster: Motion Berkland Second Mahler approving Mr. Octavio Medina to the Volunteer Fire Department. Fire Chief Grason Hill recommended approval of Mr. Medina's application to the Volunteer Fire Department as a First Responder. Chief Hill stated that Mr. Medina was interviewed by the Officers of the Department, and it was believed he would make a great addition to the department as he is also currently a paramedic for Dallas County EMS. Chief Hill stated that the Department roster was nowhere near its capacity, and is in need of First Responders, therefore allowing for the addition of new personnel. This resolution approves the addition of Mr. Octavio Medina to the Perry Volunteer Fire Department as a First Responder. MCU

Resolution Ordering Bids, Approving Plans, Specifications and Form of Contract and Notice to Bidder, Fixing Amount of Bidder's Check and Ordering and Publishing Notice for a Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the Wiese Park Improvements: Motion Mahler Second Berkland ordering bids, approving plans, specifications and form of contract and notice to bidder, fixing amount of bidder's check and ordering and publishing notice for a public hearing on the plans, specifications, form of contract and estimate of costs for the Wiese Park

Improvements. Bolton & Menk, Inc. of Ames Iowa completed the Wiese Park Improvements Project Manual for the City to begin the public bidding process. Bolton & Menk anticipates the work on the project to commence upon approval of the contract by the City Council and upon written notice to proceed with a substantial completion date on or before September 01, 2023. A public hearing will be set for 6:00 pm on June 05, 2023, in the 2nd floor meeting room of the Towncraft Building located at 1122 Willis Avenue, Perry, Iowa. Both the public hearing notice and advertisement for bids will be published in accordance with law. MCU

Resolution Approving Tax Abatement Applications for Residential Construction Completed or to be Completed in 2023 in Perry, Iowa: Motion Wolling Second Berkland approving the applications as presented for residential tax abatement. The purpose of the tax abatement program is to promote new residential construction and renovation in the City of Perry by reducing the amount of property tax homeowners pay on new construction, rehabilitation, and/or major improvements. Citizens wanting to make those improvements must apply to the City Council for tax abatement and be approved by resolution. Approved applications per this Resolution will be submitted to the Dallas County Assessor for review for the tax exemption. A list of current applicants was included with the packet. MCU

Resolution Authorizing the Submission of an Application for the Iowa Department of Transportation Airport Funding and Certifying Eligibility Requirements: Motion Berkland Second Wolling authorizing the submission of a grant application to the Iowa Department of Transportation Airport fund and certifying the eligibility requirements. The State of Iowa takes grant requests annually for consideration for State Aviation Funds. This grant application includes two requests from the vertical infrastructure funds for improvements to the Perry Municipal Airport terminal building. The improvement requests are for expansion of the existing terminal to allow for a pilot lounge area, expansion of airport manager area, public interaction area and a better user experience, with the second request being specific to bringing the existing building into code compliance, improving electrical components, ADA accessibility and repurposing the space to a usable configuration for today's aviation needs. The other portion of the grant request would be for an AIP project for the expansion of the north taxiway for future hangar construction. Additionally, this would provide for the necessary pavement to meet the minimum width needs for aircraft movement. Each portion of the grant would be an 80% State share and 20% local. This resolution approves the submission of such grant application and certifies the eligibility requirements, including the local share amounts of \$75,000 for the expanded terminal building, \$22,000 for the rehab of the existing terminal building, and \$56,000 for the taxiway expansion. MCU

Resolution Approving a Local Match and Application Submittal for the U.S. Department of Transportation Charging and Full Infrastructure Discretionary Grant: Recently, the U.S. Department of Transportation (U.S. DOT) announced the Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program) to strategically deploy publicly accessible electric vehicle charging and alternative fueling infrastructure in the places people live and work, urban and rural areas alike, and along designated alternative fuel corridors. This program aligns with the City of Perry's sustainability goals while providing electric vehicle charging stations strategically throughout the community. The CFI Program has a minimum award amount of \$500,000 with a maximum award amount of \$15 million. The program requires a 20% cost share of the total project cost and will not consider previously incurred costs. Sven again stated that the deadline for this grant had been extended and requested that the Council table this action until the June 5th meeting. Sven stated the project narrative and map locations had been provided but that additional project detail, cost summaries,

and application details would be available at the next meeting. Councilmember Schott motioned to table the action, seconded by Mahler and carried unanimously by the Council.

ADJOURNMENT: With no further business to conduct Mayor Andorf adjourned the meeting at 6:53P.M.

John Andorf, Mayor

Attest:

Elizabeth Hix, City Clerk

Clerk's Certification

Date Published: May 25, 2023

Certified By: _____
Elizabeth Hix, City Clerk



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1519 Baltimore Drive | Ames, IA 50010
 507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
 To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Perry
 Email Invoices
 Sven.Peterson@perryia.org
 Susie.moorhead@perryia.org
 Perry, IA 50220

May 8, 2023
 Project No: A21.115919
 Invoice No: 0311706
 Client Account: PERR

Perry/Wastewater Design

Wastewater Treatment Facility Improvements, Design, Bid and Construction Phase Services
Professional Services from March 18, 2023 to April 14, 2023

Bid & Construction Phase Services (002)
Professional Services

	Hours	Amount
Principal	1.00	208.00
Administrative	1.50	139.50
Design Engineer	6.50	962.00
Project Engineer	38.00	7,091.50
Technician	100.00	16,800.00
Electrical Engineer	14.00	1,794.10
Total Labor		26,995.10
	Total this Task	\$26,995.10
	Total this Invoice	\$26,995.10

Payee Bolton + menk
 Amount 26,995.10
 Account # 613-815-6490
 Approved By SK

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.



First Children's Finance

212 Third Ave N., Suite 310, Minneapolis, MN 55401

Office: 612-338-3023 | Fax: 612-338-4596

FirstChildrensFinance.org

Invoice

Invoice #: Perry (362) 2023-07
Date: May 15, 2023
Customer ID: 362
FCF Tax ID #: 41-1694837

Bill To: City of Perry Iowa
1102 Willis Avenue
PO BOX 545
Perry, IA 50220-0545
Email: sven.peterson@perryia.org
Attn: Sven Peterson
City Administrator

Date	Type	Description	Amount	Balance
5/15/2023	Installment 2 of 3	Child Care Market Analysis and a Strategic Plan for Child Care	\$ 5,000.00	\$ 5,000.00
	Installment 3 of 3	Invoice Schedule: \$5,000 invoiced on December 1, 2022; \$5,000 Invoiced on March 1, 2023, and \$5,000 on Month July 1, 2023.	\$ 5,000.00	\$ 5,000.00
				\$ -
				\$ -
			Total	\$ 10,000.00

Terms: Due upon receipt

Requirements:

First Children's Finance ACH Information

Routing: 086300012

Account: 105258371

Bank Name: Old National

Please make checks payable to and mail to:

First Children's Finance
Attention: Accounts Receivable
212 Third Ave N., Suite 310
Minneapolis, MN 55401

Payee FirstChildrensFinance

Amount 10,000.00

Account # 321-750-6490

Approved By SKM/SP

*2nd + 3rd Installments
Child Care Market
Study*

Mission:

The mission of First Children's Finance is to grow the supply and business sustainability of excellent child care.

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
	LIABILITIES					
PR20230517	CITY OF PERRY	EQUIP W/H	172.56		62266	5/31/23
PR20230530	CITY OF PERRY	EQUIP W/H	147.56	320.12	62266	5/31/23
PR20230516	COLLECTION SERVICES CENTE	CHILD SUPPORT	458.69		62245	5/17/23
PR20230530	COLLECTION SERVICES CENTE	CHILD SUPPORT	458.69	917.38	62270	5/31/23
PR20230517	COLONIAL LIFE	COLONIAL	200.62		62265	5/31/23
PR20230530	COLONIAL LIFE	COLONIAL	200.62	401.24	62265	5/31/23
PR20230517	EMPLOYEE BENEFIT SYSTEM	WELLMARK FAMILY	5,930.29		62272	5/31/23
PR20230530	EMPLOYEE BENEFIT SYSTEM	WELLMARK FAMILY	5,788.68	11,718.97	62272	5/31/23
PR20230517	GLOBE LIFE	GLOBE-PRE TAX	394.78		2486	5/31/23
PR20230530	GLOBE LIFE	GLOBE-PRE TAX	261.64	656.42	2486	5/31/23
PR20230517	I.P.E.R.S.	IPERS	21,185.13		2482	5/31/23
PR20230530	I.P.E.R.S.	IPERS	21,448.66	42,633.79	2482	5/31/23
PR20230517	MC CREARY COMMUNITY CENTE	MCCREARY DUES	16.77		62267	5/31/23
PR20230530	MC CREARY COMMUNITY CENTE	MCCREARY DUES	16.77	33.54	62267	5/31/23
PR20230517	PRINCIPAL LIFE INSURANCE	PRINCIPAL DENTL	26.92		62269	5/31/23
PR20230530	PRINCIPAL LIFE INSURANCE	PRINCIPAL DENTL	798.49	825.41	62269	5/31/23
PR20230516	PRINCIPAL MUTUAL LIFE	POLICE TRUST	3,975.79		2442	5/17/23
PR20230530	PRINCIPAL MUTUAL LIFE	POLICE TRUST	4,443.34	8,419.13	2481	5/31/23
PR20230516	TASC - CLIENT INVOICES	TASC FLEX MED	2,837.46		2444	5/17/23
PR20230530	TASC - CLIENT INVOICES	TASC FLEX MED	2,779.77	5,617.23	2485	5/31/23
PR20230517	TREASURER STATE OF IOWA	STATE TAXES	4,221.99		2483	5/31/23
PR20230530	TREASURER STATE OF IOWA	STATE TAX	4,091.83	8,313.82	2483	5/31/23
PR20230516	WELLS FARGO BANK/ T-TAX	FED/FICA TAX	27,783.89		2443	5/17/23
PR20230530	WELLS FARGO BANK/ T-TAX	FED/FICA TAX	26,852.20	54,636.09	2484	5/31/23
	050 LIABILITIES TOTAL			134,493.14		
	POLICE					
05222023	ANA JIMENEZ	REIMBURSEMENT - CLOTHING ALLOW		99.41	105669	6/05/23
05262023	CALEB WALLACE	REIMBURSEMENT - MEAL/MILEAGE		283.63	105674	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		24,361.65	105643	5/16/23
024548350	GALLS LLC	W/H LOTT - SHIRTS		197.43	105693	6/05/23
03282023	HY VEE ACCOUNTS RECEIVABL	MEAL	7.49		105701	6/05/23
05202023	HY VEE ACCOUNTS RECEIVABL	MEAL	7.39	14.88	105701	6/05/23
05152023	IOWA D.C.I.	ACT#4240-F PREPAID DCI ACCOUNT		500.00	105642	5/16/23
05232023	JACKSON DANGER	REIMBURSEMENT - WORK BOOTS		237.93	105708	6/05/23
05282023	JAMES LEBER	REIMBURSEMENT - MEAL/MILEAGE		158.22	105709	6/05/23
05102023	LONDON GUHSE	REIMBURSEMENT - MEAL/MILEAGE		78.82	105715	6/05/23
400613	LYNN PEAVEY COMPANY	SUPPLIES	40.00		105717	6/05/23
400776	LYNN PEAVEY COMPANY	SUPPLIES	27.76	67.76	105717	6/05/23
06012023PD	MINBURN COMMUNICATIONS	PHONE/INTERNET SERVICES		426.47	105723	6/05/23
641161	MOTOR PARTS	HOSE FERRULE/FITTING		5.68	105725	6/05/23
0344-400767	O REILLY AUTOMOTIVE INC	WIPER FLUID	14.98		105728	6/05/23
0344-401898	O REILLY AUTOMOTIVE INC	PAPER/WIPER FLUID	17.57	32.55	105728	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		74.79	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		1,569.57	105735	6/05/23
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		1,313.87	105738	6/05/23
13268	RELENTLESS DBA DESERT SNOW	PEREZ-3DAY CRIMINAL INTERDICTI		649.00	105740	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		531.36	105644	5/16/23
9934748735	VERIZON WIRELESS	DATA PLANS		280.07	105650	5/25/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		2,564.44	105655	5/25/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
		110 POLICE TOTAL		33,481.97		
	FIRE					
0422966-IN	FELD EQUIPEMENT	BUNKER GEAR - SMITH	3,953.00		105689	6/05/23
0422967-IN	FELD EQUIPEMENT	BUNKER GEAR - HEIMERMAN	3,953.00	7,906.00	105689	6/05/23
K91500/1	HARLAND HARDWARE	AMP COVER		6.99	105699	6/05/23
06012023FD	MINBURN COMMUNICATIONS	PHONE/INTERNET SERVICES		91.94	105723	6/05/23
640515	MOTOR PARTS	BATTERY/10W30	135.75		105725	6/05/23
640583	MOTOR PARTS	CAB FILTER	11.19		105725	6/05/23
641058	MOTOR PARTS	BRAKE FLUID/CLEANER	12.08		105725	6/05/23
641059	MOTOR PARTS	FUEL VP	130.60		105725	6/05/23
641086	MOTOR PARTS	ANTIFREEZE	21.98	311.60	105725	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		11.49	105733	6/05/23
104429	PRO HYDRO-TESTING LLC	55 SCBA CYLINDERS TESTED		2,090.00	105736	6/05/23
5906828	VAN-WALL EQUIPMENT	MOTOMIX		75.00	105748	6/05/23
9935091451	VERIZON WIRELESS	DATA SERVICES		120.03	105650	5/25/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		168.58	105655	5/25/23
		150 FIRE TOTAL		10,781.63		
	ANIMAL CONTROL					
00074763	FAREWAY	FOOD SUPPLY POUND		72.94	105688	6/05/23
AW3760-FY2024	IOWA DEPT OF AGRICULTURE	ANIMAL WELFARE LIC RENEWAL		75.00	105702	6/05/23
		190 ANIMAL CONTROL TOTAL		147.94		
	ROADS, BRIDGES, SIDEWALKS					
371	ALL OUTDOOR POWER AND EQUIP	MOTOMIX		79.82	105664	6/05/23
6370340211	ARAMARK UNIFORM SERVICE	MAT/TOWEL SERVICES 05/18	66.14		105670	6/05/23
6370347015	ARAMARK UNIFORM SERVICE	MAT/TOWEL SERVICES 06/01	66.14	132.28	105670	6/05/23
709833	CENTRAL IOWA READY MIX	IDOT C-4WR-C20 SUPPLY	752.50		105677	6/05/23
712233	CENTRAL IOWA READY MIX	IDOT C-4WR-C20 SUPPLY	926.50	1,679.00	105677	6/05/23
081625	CHUY'S AUTO SERVICE	TIRE REPAIR	25.00		105678	6/05/23
638092	CHUY'S AUTO SERVICE	TRAILER REPAIRS	114.00	139.00	105678	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		9,137.32	105643	5/16/23
92068/1	HARLAND HARDWARE	MARKERS	12.17		105699	6/05/23
K91384/1	HARLAND HARDWARE	DRY SCRW	29.99		105699	6/05/23
K91482/1	HARLAND HARDWARE	CLEANER	17.98		105699	6/05/23
K91548/1	HARLAND HARDWARE	ICE SCRAPER BLADE	25.99		105699	6/05/23
K91726/1	HARLAND HARDWARE	FLASHLIGHT/BATTERIES	45.97		105699	6/05/23
K91880/1	HARLAND HARDWARE	MAXHOSE/ADAPTERHOSE	67.98		105699	6/05/23
K92016/1	HARLAND HARDWARE	SPRINKLER	19.99		105699	6/05/23
K92023/1	HARLAND HARDWARE	BUCKET	16.77	236.84	105699	6/05/23
250971	IOWA ONE CALL	EMAILS APRIL		81.90	105705	6/05/23
P19210	MACQUEEN EQUIPMENT	SWEEPER PARTS		1,039.38	105718	6/05/23
640309	MOTOR PARTS	CAB FILTER	42.18		105725	6/05/23
640310	MOTOR PARTS	GLOVE	11.99		105725	6/05/23
640632	MOTOR PARTS	BATTERY	68.14		105725	6/05/23
641025	MOTOR PARTS	COUPLER	29.99	152.30	105725	6/05/23
0344-401940	O REILLY AUTOMOTIVE INC	DEF		19.99	105728	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		4.80	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		617.33	105735	6/05/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		179.88	105738	6/05/23
28342	STOKELY LUMBER	SUPPLIES		9.59	105745	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		223.34	105644	5/16/23
9935091450	VERIZON WIRELESS	DATA SERVICES		120.03	105650	5/25/23
5191	WALTON'S TREE SERVICE LLC	ZONE 1 TRIMMING	8,065.00		105749	6/05/23
5237	WALTON'S TREE SERVICE LLC	ZONE 1 TRIMMING/REMOVAL	2,994.50	11,059.50	105749	6/05/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		1,952.43	105655	5/25/23
		210 ROADS, BRIDGES, SIDEWALKS TOTAL		26,899.17		
		STREET LIGHTING				
05182023GR	ALLIANT ENERGY - IP&L	GROVE STREET SIREN	26.97		105652	5/25/23
05232023CROSS	ALLIANT ENERGY - IP&L	CROSS LIGHTS	229.72		105665	6/05/23
05252023WS	ALLIANT ENERGY - IP&L	WARFORD STREET SIREN	24.43	281.12	105665	6/05/23
1489	CURT'S ELECTRIC INC	WREATH OUTLET REPAIRS	501.37		105680	6/05/23
1509	CURT'S ELECTRIC INC	8TH STREET SCHOOL LIGHT REPAIR	110.00	611.37	105680	6/05/23
		230 STREET LIGHTING TOTAL		892.49		
		AIRPORT				
018632144	AVFUEL CORPORATION	JET A 7780 GALLONS		21,647.70	22216013	5/25/23
10131	ELITE ELCTRIC AND UTILITY	CORP HANGAR A GAS LINE REPAIRS		3,332.28	105686	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		1,620.60	105643	5/16/23
K91788/1	HARLAND HARDWARE	BATTERY/KEY		24.98	105699	6/05/23
539973603	MIDAMERICAN ENERGY	AIRPORT		23.33	105721	6/05/23
06012023AIR	MINBURN COMMUNICATIONS	INTERNET SERVICES		99.99	105723	6/05/23
640424	MOTOR PARTS	BATTERY TENDER/BATTERY/FUNNEL	207.27		105725	6/05/23
640859	MOTOR PARTS	KERO CAN	21.15	228.42	105725	6/05/23
1010163	PETERS SERVICE CENTER	FUEL	39.30		105732	6/05/23
1010373	PETERS SERVICE CENTER	FUEL	16.80	56.10	105732	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		11.49	105733	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		99.48	105735	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		38.29	105644	5/16/23
9934960658	VERIZON WIRELESS	PHONE SERVICES	41.30		105650	5/25/23
9935091450	VERIZON WIRELESS	DATA SERVICES	40.01	81.31	105650	5/25/23
0T5.125090-9	WENTHOLD EXCAVATING LLC	PAY REQUEST #9 - PHASE 1 RECLD		4,572.40	105646	5/16/23
		280 AIRPORT TOTAL		31,836.37		
		GARBAGE DEPARTMENT				
05252023RCY	ALLIANT ENERGY - IP&L	RECYCLE		19.73	105665	6/05/23
05192023	KEVIN BURKETT	DAMAGE REPAIRS - GARBAGE BK		1,400.00	105673	6/05/23
10297	COLIN'S PEST CONTROL	RECYCLING PEST CONTROL		80.00	105679	6/05/23
886664	DIAMOND OIL	DEF FLUID		1,036.20	105683	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		5,003.41	105643	5/16/23
40969	FREEDOM FIRST AID AND SAF	FIRST AID SUPPLIES 04/22		289.64	105692	6/05/23
9704193698	GRAINGER	FOLDING ROLLING LADDER		1,099.34	105694	6/05/23
245495	HANIFEN COMPANY INC	TOWING FEE - GARBAGE TRUCK		476.25	105696	6/05/23
0344-399171	O REILLY AUTOMOTIVE INC	ANTIFREZ	168.93		105728	6/05/23
0344-400948	O REILLY AUTOMOTIVE INC	LEAK SEAL/CREEPER	104.97	273.90	105728	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		104.40	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		116.58	105735	6/05/23
C151012	QUALITY SERVICES CORPORAT	2015 KW REPAIRS - LEAKING COOL	1,038.36		105737	6/05/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
C153011	QUALITY SERVICES CORPORAT	ARM TRUCK REPAIRS/SERVICES	1,291.64		105737	6/05/23
C153030	QUALITY SERVICES CORPORAT	2015 KW REPAIRS - AXLE ISSUE	2,817.73	5,147.73	105737	6/05/23
05182023GARB	RACCOON VALLEY BANK	GARBAGE TRUCK EQUIPMENT NOTE		88,517.62	105648	5/25/23
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		191.32	105738	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		81.81	105644	5/16/23
9935091450	VERIZON WIRELESS	DATA SERVICES		160.04	105650	5/25/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		2,675.57	105655	5/25/23
		290 GARBAGE DEPARTMENT TOTAL		106,707.98		
	OTHER PUBLIC WORKS					
0265608-IN	AIR FILTER SALES & SERVICE	AIR FILTERS		705.85	105663	6/05/23
1512	CURT'S ELECTRIC INC	BASKETBALL HOOP LIFT REPAIRS		190.32	105680	6/05/23
6041	DJB SERVICES LLC	REC CENTER - BACKUP		250.00	105684	6/05/23
51448	DREES HEATING AND PLUMBING	HAVAC SERVICE - CITY HALL	856.00		105685	6/05/23
51449	DREES HEATING AND PLUMBING	HVAC SERVICE-MCCREARY BUILDING	2,560.00		105685	6/05/23
51450	DREES HEATING AND PLUMBING	HAVAC SERVICE - PUBLIC LIBRARY	1,200.00		105685	6/05/23
51451	DREES HEATING AND PLUMBING	HAVAC SERVICE -TOWNCRAFT BUILD	680.00		105685	6/05/23
51453	DREES HEATING AND PLUMBING	HAVAC SERVICE - POLICE DEPT	856.00		105685	6/05/23
51454	DREES HEATING AND PLUMBING	HAVAC SERVICE - CARNEGIE LIB	515.00		105685	6/05/23
51456	DREES HEATING AND PLUMBING	CITY HALL EXHAUST FAN REPAIRS	2,072.88	8,739.88	105685	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		2,279.37	105643	5/16/23
0423189-IN	FELD EQUIPEMENT	MCB FIRE ALARM ERRORS		437.50	105689	6/05/23
K91440/1	HARLAND HARDWARE	PD AIRLINE PARTS	10.36		105699	6/05/23
K91607/1	HARLAND HARDWARE	FLUSH LEVER	9.99	20.35	105699	6/05/23
KMI8054290	KING'S MATERIAL INC	MATERIAL-DWNTOWN/SOLAR PAVIL		1,587.46	105714	6/05/23
1017974	MARTIN BROTHERS	CLEANER/DISINFECTANT/TOWEL/LIN	1,054.20		105719	6/05/23
1017975	MARTIN BROTHERS	TOWELS/TISSUE BATH	151.05	1,205.25	105719	6/05/23
63414	MENARDS	FRIDGE/PINS/SPRINGS		1,218.78	105720	6/05/23
416224	MIDWEST ALARM SERVICES	TOWNCRAFT CELL DIALER INSTALL	700.00		105722	6/05/23
416612	MIDWEST ALARM SERVICES	CITY HALL DIALER/MONITORING	726.36	1,426.36	105722	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		119.94	105735	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		53.15	105644	5/16/23
9934960659	VERIZON WIRELESS	PHONE SERVICES		41.30	105650	5/25/23
437	WIDEN APPLIANCE REPAIR, LLC	DIAGNOSIS FEES-WHIRLPOOL FRIDG		120.00	105750	6/05/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		293.59	105655	5/25/23
		299 OTHER PUBLIC WORKS TOTAL		18,689.10		
	LIBRARY					
33932393	ACCESS SYSTEMS OF DES MOINES	PRINTER/SCANNER/COPIER AGREEME	175.21		105657	5/25/23
INV1376574	ACCESS SYSTEMS OF DES MOINES	PRINTER/SCANNER/COPIER AGREEME	876.49	1,051.70	105662	6/05/23
05222023CL	ALLIANT ENERGY - IP&L	CARNEGIE	21.04		105665	6/05/23
05222023LIB	ALLIANT ENERGY - IP&L	LIBRARY	21.04	42.08	105665	6/05/23
141Y-R3QQ-HWV	AMAZON BUSINESS	PYREX/MEASURING CUPS/BOWLS/SPA	100.78		105667	6/05/23
14RN-FW9C-JF46	AMAZON BUSINESS	HAND MIXER/COOKING POTS/GRATER	161.60		105667	6/05/23
1DRM-9LKK-3QHJ	AMAZON BUSINESS	BAGS	36.99		105667	6/05/23
1H6K-YM3W-FRMQ	AMAZON BUSINESS	NAME TAG/BADGE	17.86		105667	6/05/23
1QFV-KMRG-4R71	AMAZON BUSINESS	THE SAFE LIBRARY	38.83	356.06	105667	6/05/23
1518	CURT'S ELECTRIC INC	LIBRARY - PROJECTOR WIRING		1,744.05	105680	6/05/23
7308254	DEMCO INC	LABELS/JACKET/PAPERFOLD/WAXED		235.42	105682	6/05/23
51002	DREES HEATING AND PLUMBING	LIBRARY - SOUTH CAMERA ISSUE		103.00	105685	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		5,520.57	105643	5/16/23
K92024/1	HARLAND HARDWARE	OUTDOOR HOSE FOR KIDS FEST	99.99		105699	6/05/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
		430 PARKS TOTAL		12,065.26		
	CEMETERY					
214	ALL OUTDOOR POWER AND EQUIP	STARTER REPAIR/ROPE	34.91		105664	6/05/23
222	ALL OUTDOOR POWER AND EQUIP	4 NEW TRIMMERS	1,599.96		105664	6/05/23
272	ALL OUTDOOR POWER AND EQUIP	GATORLINE	138.20		105664	6/05/23
273	ALL OUTDOOR POWER AND EQUIP	AUTOCUT 25-2	153.88		105664	6/05/23
281	ALL OUTDOOR POWER AND EQUIP	SPOOL INSERT/SPRING	209.90		105664	6/05/23
384	ALL OUTDOOR POWER AND EQUIP	ULTRA/GATORLINE	166.00	2,302.85	105664	6/05/23
05252023CEM	ALLIANT ENERGY - IP&L	CEMETERY		88.45	105665	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		1,620.60	105643	5/16/23
05102023CEM	MEDIACOM	PHONE SERVICES		44.51	105656	5/25/23
539981385	MIDAMERICAN ENERGY	CEMETERY		17.07	105721	6/05/23
640395	MOTOR PARTS	BATTERY	46.99		105725	6/05/23
641003	MOTOR PARTS	DUST CAP/ON/OFF SWITCH/BUTT	24.06	71.05	105725	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		11.49	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		5.40	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		99.50	105735	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		40.97	105644	5/16/23
5887076	VAN-WALL EQUIPMENT	V-BELT		169.16	105748	6/05/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		523.61	105655	5/25/23
		450 CEMETERY TOTAL		4,994.66		
	RECREATION-COMM CTR					
05092023MCR	ALLIANT ENERGY - IP&L	ELECTRIC		2,512.22	105652	5/25/23
17QT-YMCR-6CL7	AMAZON CAPITAL SERVICES	SOFTBALLS		195.32	105666	6/05/23
10480	COLIN'S PEST CONTROL	PEST CONTROL REC		55.00	105679	6/05/23
50916	DREES HEATING AND PLUMBING	REPLACE FIVE EXCEL MODEL DRYER		2,820.00	105685	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		4,558.74	105643	5/16/23
00151040	FAREWAY	SUPPLIES		34.40	105688	6/05/23
101770	GRAPHICS2U	PGSA SHIRTS	2,042.00		105695	6/05/23
101773	GRAPHICS2U	SHIRTS U6 U8	1,210.00	3,252.00	105695	6/05/23
91476/1	HARLAND HARDWARE	SWITCH	6.59		105699	6/05/23
K91436/1	HARLAND HARDWARE	CLAMP/BOX/HANDY BOX COVER	23.71		105699	6/05/23
K91563/1	HARLAND HARDWARE	COUPLER SET/CLEANER	22.15		105699	6/05/23
K91853/1	HARLAND HARDWARE	SNAP BOLT	13.98		105699	6/05/23
K91854/1	HARLAND HARDWARE	CLEANER	40.68		105699	6/05/23
K91910/1	HARLAND HARDWARE	TURRET WAND	24.99	132.10	105699	6/05/23
2100	IOWA SOCCER	FEES-REF/FIELD		74.50	105706	6/05/23
APRIL2023	JONATAN BANVELOS	YOUTH SOCCER REF - 04/30		50.00	105710	6/05/23
6438	KADETH INC	IT SERVICES JAN 2023	125.00		105711	6/05/23
6439	KADETH INC	IT SERVICES FEB 2023	312.50		105711	6/05/23
6441	KADETH INC	IT SERVICES APRIL 2023	250.00	687.50	105711	6/05/23
INV001310042	KIEFER AQUATICS	EQUIPMENT		56.50	105713	6/05/23
MAY2023	LINDA FRIEDRICHSEN	YOGA - 05/01-05/24		160.00	105716	6/05/23
05212023MCB	MEDIACOM	PHONE/INTERNET SERVICES		368.73	105656	5/25/23
539984864	MIDAMERICAN ENERGY	MCB		529.69	105721	6/05/23
MAY2023	MISTY CONRAD	HIIT INSTRUCTOR 05/01-05/31		220.00	105724	6/05/23
312618827001	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES		125.62	105729	6/05/23
47858807	PEPSI COLA GENERAL BOTTLI	VENDING SUPPLIES		721.74	105730	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		65.94	105734	6/05/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		294.79	105735	6/05/23
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		4,701.47	105738	6/05/23
74475	SCHEELS	UMPIRE GEAR	74.97		105742	6/05/23
88842	SCHEELS	05/16/2023 SOFTBALLS	26.97	101.94	105742	6/05/23
1520628-00	SOUTHWEST BINDING & LAMINATING	MEMBERSHIP CARDS		168.50	105743	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		111.86	105644	5/16/23
9935091450	VERIZON WIRELESS	DATA SERVICES		80.02	105650	5/25/23
		460 RECREATION-COMM CTR TOTAL		22,113.02		
	PLANNING & ZONING					
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		2,279.37	105643	5/16/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		79.14	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		116.61	105735	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		61.90	105644	5/16/23
9934960658	VERIZON WIRELESS	PHONE/DATA SERVICES		122.61	105650	5/25/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		118.60	105655	5/25/23
		540 PLANNING & ZONING TOTAL		2,812.67		
	CLERK/TREASURER/ADM					
1C7V-LJL4-CYN3	AMAZON CAPITAL SERVICES	LANYARDS FOR EMPLOYEE IDS		30.79	105666	6/05/23
3211426	AMERICAN MARKETING & PUB.	2023-24 TEXT MARKETING PROGRAM		675.00	105668	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		2,816.37	105643	5/16/23
097952	IOWA LEAGUE OF CITIES	GRANTFINDER SUBSCRIPTION		75.00	105704	6/05/23
0005548679	GATEHOUSE MEDIA IA HOLDINGS	APRIL PUBLICATIONS		1,120.31	105651	5/25/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		298.44	105735	6/05/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		151.23	105644	5/16/23
		620 CLERK/TREASURER/ADM TOTAL		5,167.14		
	MARKETING & COMM DEPT					
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		1,620.60	105643	5/16/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		14.48	105735	6/05/23
		625 MARKETING & COMM DEPT TOTAL		1,635.08		
	LEGAL SERVICES/ATTORNEY					
05262023	DALLAS COUNTY TREASURER	PARKING TICKET COLLECTION		25.00	105681	6/05/23
82815	FINNESETH DALEN AND POWELL	LEGAL FEES MARCH/APRIL		3,026.00	105690	6/05/23
		640 LEGAL SERVICES/ATTORNEY TOTAL		3,051.00		
	CITY HALL/GENERAL BLDGS					
34162127	ACCESS SYSTEMS	PRINTER/SCANNER/COPIER AGREEME		581.00	105661	6/05/23
05222023CH	ALLIANT ENERGY - IP&L	CITY HALL		21.04	105665	6/05/23
539970798	MIDAMERICAN ENERGY	CITY HALL		320.74	105721	6/05/23
06012023CH	MINBURN COMMUNICATIONS	PHONE/INTERNET SERVICES		358.49	105723	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		265.33	105734	6/05/23
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		2,190.99	105738	6/05/23
9935091450	VERIZON WIRELESS	DATA SERVICES		40.01	105650	5/25/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
		650 CITY HALL/GENERAL BLDGS TOTAL		3,812.04		
	OTHER GENERAL GOVERNMENT					
05222023TC	ALLIANT ENERGY - IP&L	TOWNCRAFT		21.04	105665	6/05/23
16TH-93RL-HQCC	AMAZON BUSINESS	5210 GRANT - FITNUS WATCHS		1,559.40	105667	6/05/23
6605022	CANDI COFFIN	REIMBURSEMENT-STORAGE BAGS		31.02	105675	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		831.45	105643	5/16/23
PACES TASTE TESTING	FAREWAY	5210 GRANT-PACES TASTE TESTING		1,110.00	105688	6/05/23
280753	IOWA STATE UNIVERSITY	5210 GRANT-GARDENING W/CHILDR		400.00	105707	6/05/23
6438	KADETH INC	IT SERVICES JAN 2023	250.00		105711	6/05/23
6440	KADETH INC	IT SERVICES MARCH 2023	281.25	531.25	105711	6/05/23
540004448	MIDAMERICAN ENERGY	TOWNCRAFT		31.67	105721	6/05/23
06012023TC	MINBURN COMMUNICATIONS	PHONE SERVICES	22.94		105723	6/05/23
JUN-23	MINBURN COMMUNICATIONS	USDA SALLYPORT LOAN PMT	3,333.34	3,356.28	105723	6/05/23
Q1-2023	PERRY CHAMBER OF COMMERCE	1ST QTR HOTEL/MOTEL TAX		11,175.39	105731	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		39.50	105735	6/05/23
21-124	RED LION RENEWABLES, LLC	SOLAR UTILITY PMT		336.11	105738	6/05/23
1186510-IN	SPRAYER SPECIALTIES INC	POWDER COATING POSTS-WAYFINDIN		666.50	105744	6/05/23
17257	STOKELY LUMBER	CABOOSE FACELIFT SUPPLIES	15.95		105745	6/05/23
17341	STOKELY LUMBER	CABOOSE FACELIFT SUPPLIES	302.53		105745	6/05/23
17342	STOKELY LUMBER	CABOOSE FACELIFT SUPPLIES	137.30	455.78	105745	6/05/23
IN2753417	TASC - CLIENT INVOICES	RENEWAL/JULY ADMIN & CARD FEE		574.30	105654	5/25/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		280.77	105644	5/16/23
		699 OTHER GENERAL GOVERNMENT TOTAL		21,400.46		
	CAPITAL PROJECTS					
PERRY(362)2023-07	FIRST CHILDREN'S FINANCE	2ND/3RD CHILDCARE MARKET STUDY		10,000.00	105691	6/05/23
		750 CAPITAL PROJECTS TOTAL		10,000.00		
	SEWER/SEWAGE DISPOSAL					
05092023LS	ALLIANT ENERGY - IP&L	LIFT STATION DEWEY	140.54		105652	5/25/23
05252023LIF	ALLIANT ENERGY - IP&L	LIFT STATION 18TH STREET	26.87		105665	6/05/23
05252023WPCF	ALLIANT ENERGY - IP&L	WASTEWATER	6,953.18	7,120.59	105665	6/05/23
3211426	AMERICAN MARKETING & PUB.	2023-24 TEXT MARKETING PROGRAM		675.00	105668	6/05/23
6370340200	ARAMARK UNIFORM SERVICE	MAT SERVICES 05/18	117.42		105670	6/05/23
6370347014	ARAMARK UNIFORM SERVICE	MAT SERVICES 06/01	117.42	234.84	105670	6/05/23
0311706	BOLTON & MENK INC	WASTEWATER DESIGN		26,995.10	105672	6/05/23
JUN-23	EMPLOYEE BENEFIT SYSTEM	HEALTH INSURANCE COSTS		3,241.20	105643	5/16/23
040500	ERA	CHEMICALS/SUPPLIES		836.16	105687	6/05/23
CIPP LINING #1	INSITUFORM TECHNOLOGIES LLC	PAY REQUEST-#1-CIPP LINING 1ST		22,826.36	105647	5/16/23
05-2023	IOWA DEPARTMENT OF NATURA	REN 2023-ELLSBURY/KEZAR/GLIEM		180.00	105703	6/05/23
539968510	MIDAMERICAN ENERGY	GENERATOR DEWEY LIFT STATION		12.39	105721	6/05/23
487277	NCL OF WISCONSIN INC.	CHEMICALS		106.56	105727	6/05/23
3317528398	PITNEY BOWES	ACT#3311902529 LEASE PMT		34.44	105733	6/05/23
05222023	PITNEY WORKS	POSTAGE REFILL		1.20	105734	6/05/23
JUN-23	PRINCIPAL LIFE INSURANCE	DENTAL AND VISION INS COST		170.42	105735	6/05/23
BG2114-#14	REGION XII COUNCIL OF GOV	BILLING #14 WASTEWATER CDBG AD	4,910.00		105739	6/05/23
BG2114-#15	REGION XII COUNCIL OF GOV	BILLING #15 WASTEWATER CDBG AD	2,090.00	7,000.00	105739	6/05/23
10536	REPP CONSTRUCTION	SUPPLY FOR SEWER PROJECT		604.94	105741	6/05/23
255413	STATE HYGENIC LABORATORY	IA STANDARD DILUTION WETT-TEST		500.00	105649	5/25/23
JUN-2023	UNUM LIFE INSURANCE CO	LIFE INSURANCE COSTS		65.93	105644	5/16/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
INV00017513	USA BLUE BOOK	CHEMICALS/SUPPLY		434.83	105747	6/05/23
9934960659	VERIZON WIRELESS	PHONE SERVICES		41.30	105650	5/25/23
05162023	WINDSTREAM ACCOUNTS PAYAB	PHONE SERVICES		98.18	105653	5/25/23
A21.115919-23	WOODRUFF CONSTRUCTION, LLC	PAY REQUEST #23-WWTP IMPROVEME		651,653.92	105645	5/16/23
89228215	Wex Bank	FUEL CHARGES APR/MAY 2023		96.70	105655	5/25/23
		815 SEWER/SEWAGE DISPOSAL TOTAL		722,930.06		
	STORM WATER					
05162023	HOLBROOK CONSTRUCTION INC	STORM SEWER REPLACEMENT		26,410.06	105700	6/05/23
		865 STORM WATER TOTAL		26,410.06		
		Accounts Payable Total		1,216,617.49		
Payroll Checks						
		001 GENERAL		80,653.96		
		110 ROAD USE TAX		14,432.98		
		122 LOCAL OPTION TAX MAINT		3,243.04		
		178 FULLHART CARNEGIE TRUST		841.38		
		610 SEWER		5,895.82		
		Total Paid On: 5/17/23		105,067.18		
		001 GENERAL		80,827.64		
		110 ROAD USE TAX		14,234.73		
		122 LOCAL OPTION TAX MAINT		3,018.62		
		178 FULLHART CARNEGIE TRUST		873.56		
		610 SEWER		6,182.47		
		Total Paid On: 5/31/23		105,137.02		
		Total Payroll Paid		210,204.20		
		Report Total		1,426,821.69		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

Payroll Checks: 5/16/2023- 6/05/2023

FUND	NAME	AMOUNT
001	GENERAL	337,486.11
110	ROAD USE TAX	55,483.58
112	EMPLOYEE BENEFITS	69,284.38
121	LOCAL OPTION SALES TAX	15,571.26
122	LOCAL OPTION TAX MAINT	33,059.53
155	TREE REMOVAL FUND	11,059.50
170	TOWN CRAFT BUILDING	411.76
178	FULLHART CARNEGIE TRUST	2,921.81
179	CABOOSE FUND	455.78
193	REGION XII 5210 GRANT	3,069.40
195	AIRPORT FUEL FUND	21,647.70
200	DEBT SERVICE	91,850.96
321	CHILD CARE GRANT PROJECT	10,000.00
334	AIRPORT LAND ACQUISITION	4,572.40
610	SEWER	57,888.44
613	WPCF CONSTRUCTION FUND	685,649.02
740	SEWER DISCHARGE FUND	26,410.06

	TOTAL FUNDS	1,426,821.69

To: Mayor Andorf and City Council Members
From: Susie Moorhead, Finance Officer
Date: June 1, 2023
Re: Licenses and Permits

The following have applied for a retail alcohol license:

Perry Chamber of Commerce
1124 Willis Avenue

New 5-Day Special Class C Retail Alcohol License effective July 20, 2023. This is for the 2nd Street Block Party on 2nd Street between Warford Street and Lucinda Street on Friday, July 21, 2023.

Casey's Marketing Company
DBA Casey's General Store #26
2617 Willis Avenue

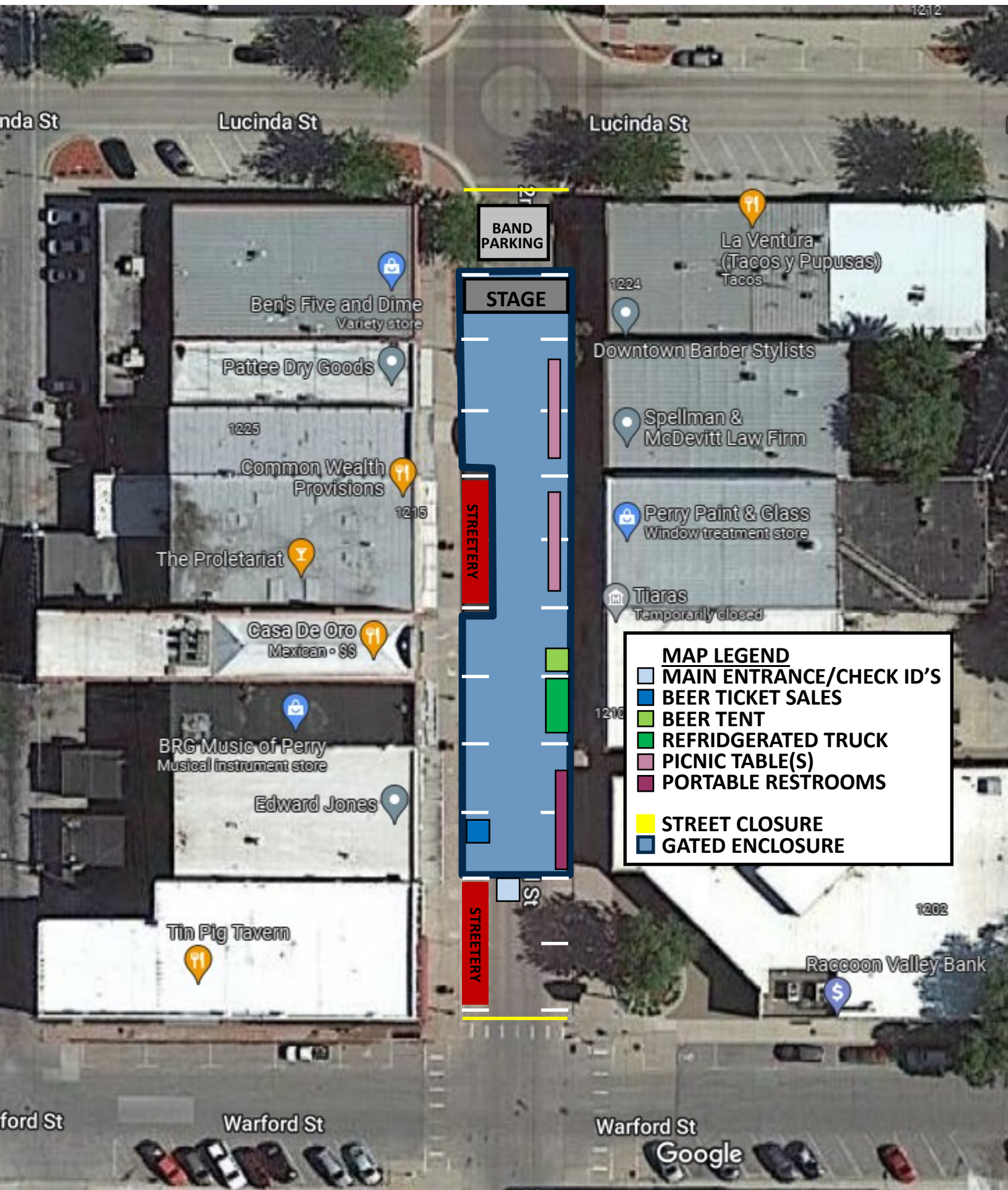
Renewal of a Class E Retail Alcohol License and Ownership Update due to changes in the Board of Directors.

Kwik Trip Inc.
DBA Kwik Star #1180
Renewal of a Class E Retail Alcohol License.

The Police and Fire inspections have been completed and are on file at City Hall.

2nd Street Block Party — Downtown Perry, IA

2nd Street between Warford & Lucinda — Friday, July 21, 2023



BAND PARKING

STAGE

STREETERY

STREETERY

MAP LEGEND

- MAIN ENTRANCE/CHECK ID'S
- BEER TICKET SALES
- BEER TENT
- REFRIDGERATED TRUCK
- PICNIC TABLE(S)
- PORTABLE RESTROOMS
- STREET CLOSURE
- GATED ENCLOSURE

Ben's Five and Dime
Variety store

Pattee Dry Goods

1225

Common Wealth Provisions

1215

The Proletariat

Casa De Oro
Mexican - \$\$

BRG Music of Perry
Musical instrument store

Edward Jones

Tin Pig Tavern

La Ventura
(Tacos y Pupusas)
Tacos

Downtown Barber Stylists

Spellman & McDevitt Law Firm

Perry Paint & Glass
Window treatment store

Tiaras
Temporarily closed

1210

1202

Raccoon Valley Bank

Warford St

Warford St

Google

NOTICE OF PUBLIC HEARING

Wiese Park Improvements
City of Perry
Perry, Iowa

Public Hearing on Proposed Contract Documents and Estimated Costs for Repair or Improvement. A public hearing will be held by the City of Perry on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:00 PM on June 5, 2023, in the second floor meeting room of the Town Craft Building at 1122 Willis Avenue, Perry, Iowa 50220

PROJECT DESCRIPTION: This project includes approximately 300 SY of 4 inch PCC Pavement, 85 LF of 4 inch storm sewer, 68 LF of trench drain, and other associated work.

At said hearing, the City Council will consider the plans, specifications, proposed form of contract, and estimated total cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said City Council will also receive and consider any objections to said plans, specifications, estimate of cost, and form of contract made by any interested party.

/s/ Elizabeth Hix, City Clerk, City of Perry

RESOLUTION NO. 060523A

RESOLUTION APPROVING THE AWARD FOR THE WIESE PARK IMPROVEMENTS

WHEREAS, Bolton & Menk, Inc. prepared plans and specifications for the Wiese Park Improvements and the City of Perry put out a request for bids for qualified contractors for the improvement per Resolution 0051523G; and

WHEREAS, the bids were received on May 31, 2023 and opened at 2:00 P.M. that day; and

WHEREAS, Three (3) bids were received and all bidders were responsive and bids for base bid were summarized as follows:

Bidder	City	Amount
Concrete Professionals	Altoona, IA	\$60,006.00
Caliber Concrete LLC	Adair, IA	\$60,371.79
Concrete Connection LLC	Johnston, IA	\$83,000.00

WHEREAS, the bid received from Concrete Professionals was 34.63% above the engineer's estimate for the project and was determined to be the lowest responsive, responsible bidder; and

WHEREAS, Bolton & Menk, Inc. reviewed the bid documents submitted, checked references on the bidder, and were satisfied with the responses given.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Perry, hereby awards the Wies Park Improvements to Concrete Professionals for the bid amount of \$60,006.00 (Sixty Thousand, Six Dollars).

PASSED AND APPROVED, this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



**BOLTON
& MENK**

Real People. Real Solutions.

430 E Grand Avenue
Suite 101
Des Moines, IA 50309

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

May 31st, 2023

City of Perry, Iowa
Sven Peterson, City Administrator
1102 Willis Ave
Perry, Iowa 50220

RE: Wiese Park Improvements
Recommendation of Award
Project No.: A12.108528

Dear Sven Peterson:

At 2:00 P.M. on May 31st, 2023, three bids were received for the Wiese Park Improvements project. The Engineer's Estimate for the base bid of the project was \$42,290.00. Three bids were received, all bidders were responsive, and bids for base bid are summarized as follows:

Bidder	City	Amount
Concrete Professionals	Altoona, IA	\$60,006.00
Caliber Concrete LLC	Adair, IA	\$60,371.79
Concrete Connection LLC	Johnston, IA	\$83,000.00

The bid received from Concrete Professionals was 34.63% above the engineer's estimate for the project, and was determined to be the lowest responsive, responsible bidder. Bolton & Menk, Inc. has reviewed the bid documents submitted and checked references on this bidder, and was satisfied with responses given.

Therefore, Bolton & Menk, Inc. recommends the award of the Wiese Park Improvements project to Concrete Professionals for the bid amount of \$60,006.00 (Sixty Thousand and Six Dollars).

The bid tabulation is attached for your use.

Feel free to contact me should there be any questions related to this project.

Sincerely,

Jacob Ahrens
Project Manager

BOLTON & MENK, INC.

cc: File w/attachment

TABULATION OF BIDS

Wiese Park Improvements
 City of Perry, Iowa
 A12.108528

430 E Grand Avenue
 Suite 101
 Des Moines, IA 50309
 (515) 259-9190



**BOLTON
& MENK**
 Real People. Real Solutions.

05/31/2023

Item No.	Description	Unit	Quantity	Engineer's Estimate Bolton & Menk, Inc.		Concrete Professionals Altoona, IA		Caliber Concrete LLC Adair, IA		Concrete Connection LLC Johnston, IA	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	EXCAVATION, CLASS 10	CY	60	\$25.00	\$1,500.00	\$115.50	\$6,930.00	\$81.16	\$4,869.60	\$100.00	\$6,000.00
2	STORM SEWER, TRENCHED, PVC, 4 INCH	LF	85	\$50.00	\$4,250.00	\$63.00	\$5,355.00	\$57.00	\$4,845.00	\$50.00	\$4,250.00
3	LINEAR TRENCH DRAIN, 4 INCH	LF	68	\$70.00	\$4,760.00	\$165.00	\$11,220.00	\$80.00	\$5,440.00	\$250.00	\$17,000.00
4	PAVEMENT, PCC, 4 INCH - PLAY SURFACING BASE	SY	293	\$60.00	\$17,580.00	\$67.00	\$19,631.00	\$80.83	\$23,683.19	\$150.00	\$43,950.00
5	8" REINFORCED CONCRETE BAND	LF	60	\$70.00	\$4,200.00	\$55.00	\$3,300.00	\$48.90	\$2,934.00	\$80.00	\$4,800.00
6	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$13,570.00	\$13,570.00	\$18,600.00	\$18,600.00	\$7,000.00	\$7,000.00
TOTAL BASE BID					\$42,290.00		\$60,006.00		\$60,371.79		\$83,000.00

RESOLUTION NO. 060523B

**RESOLUTION APPROVING A LOCAL MATCH AND APPLICATION SUBMITTAL
FOR U.S. DEPARTMENT OF TRANSPORTATION'S CHARGING AND FUEL
INFRASTRUCTURE DISCRETIONARY GRANT**

WHEREAS, the U.S. Department of Transportation Federal Highway Administration has announced the Charging and Fueling Infrastructure Discretionary Grant opportunity to strategically deploy electric (EV) charging infrastructure, hydrogen fueling infrastructure, propane fueling infrastructure, and natural gas fueling infrastructure located on public roads or in other publicly accessible location; and

WHEREAS, the City of Perry, Iowa is eligible for Charging and Fuel Infrastructure Discretionary Grant in an amount not to exceed \$3.0 million and has identified the priority sites throughout the City per the attached Exhibit A; and

WHEREAS, this grant requires at least a local match of 20% in eligible costs not to exceed \$600,000 over a five-year period.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Perry, Iowa that the drafted application is approved, and acknowledges that it maybe revised before final submission according to grant specifications and authorizes City staff to sign and submit the Charging and Fuel Infrastructure Discretionary Grant on behalf of the City.

BE IT FUTHER RESOLVED that the City Council of the City of Perry will provide the 20% local matching funds in eligible costs not to exceed \$600,000 over a five-year period and approves the budget costs not to exceed \$3.0 million as detailed on attached in Exhibit A.

PASSED, APPROVED AND ADOPTED THIS 5TH DAY OF June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk

Funding

Charging and Fueling Infrastructure (CFI) Discretionary Grant Program Pursuit

City of Perry Charging Stations

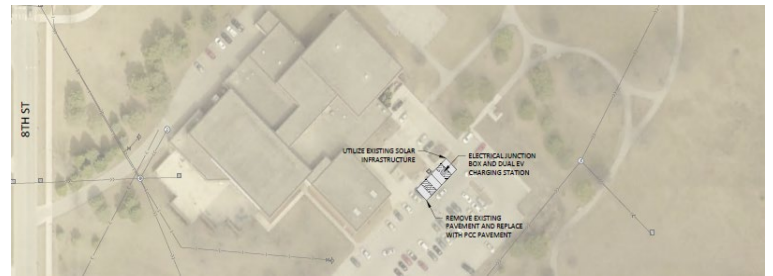
Each site will include 2 Level 3 Charging Stations which will provide 4 handicap-accessible connections. Sites 2 and 3 include the costs of buying out the solar panels at the identified site.

Site	Total Cost	Federal Share	Local Share
Iowa Street Wetland	\$655,620.00	\$524,496.00	\$131,124.00
McCreary Community Building	\$976,242.80	\$780,994.24	\$195,248.56
Trailhead Parking Lot	\$831,697.60	\$665,358.08	\$166,339.52
Total Application Pursuit	\$2,463,560.40	\$1,970,848.32	\$492,712.08
<i>(Optional) Pig Tavern Parking Lot</i>	<i>\$514,803.20</i>	<i>\$411,842.56</i>	<i>\$102,960.64</i>

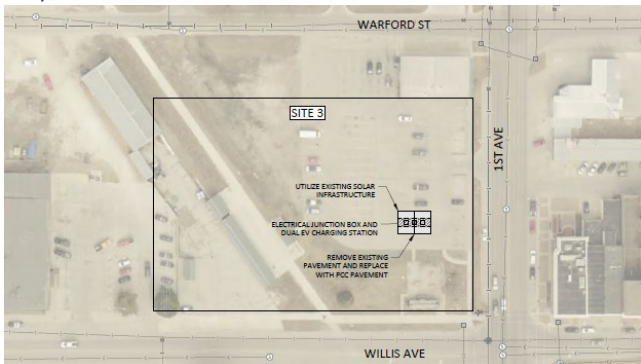
Site 1 – Iowa Street Wetland



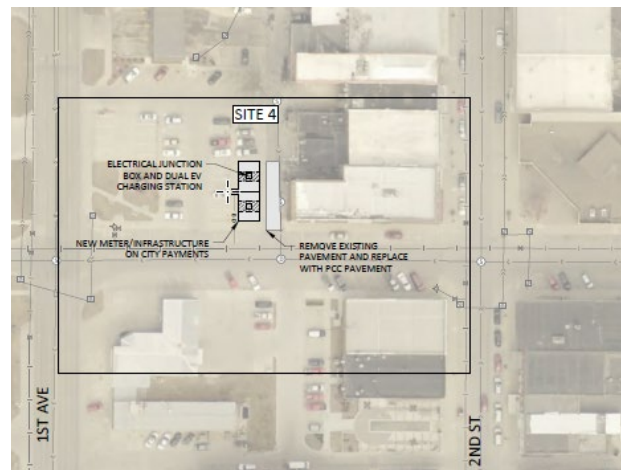
Site 2 – McCreary Community Building – includes solar panel buyout

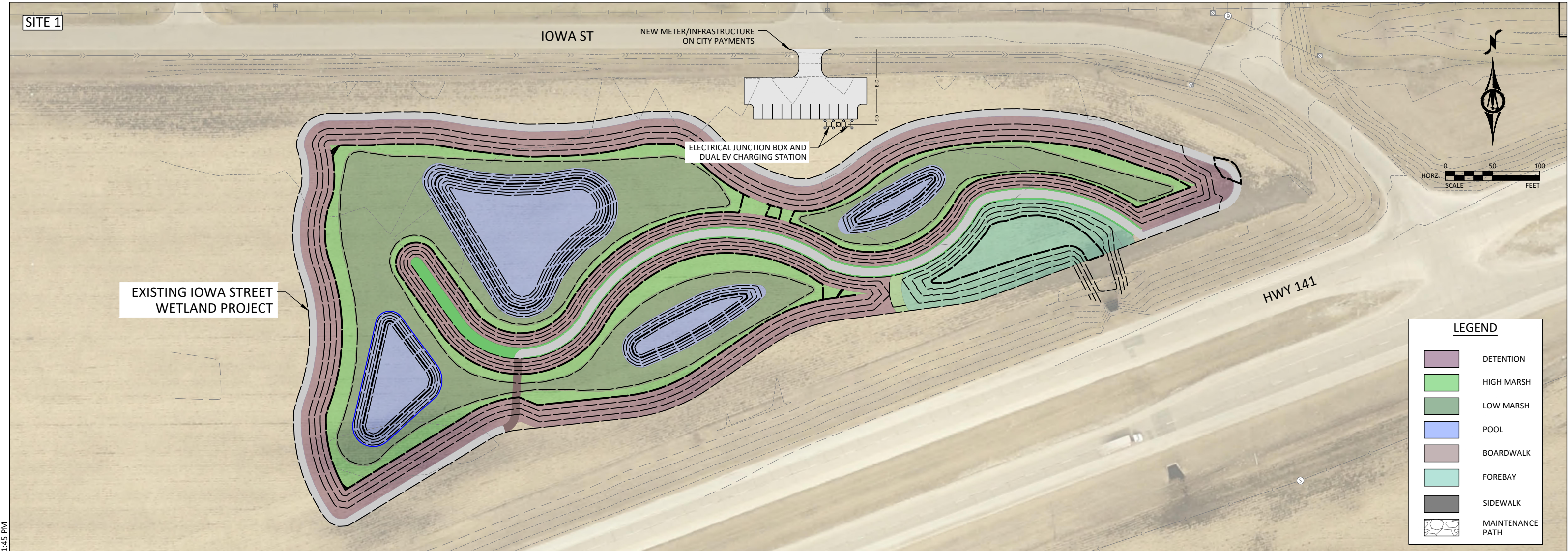


Site 3 – Trailhead Parking Lot- includes solar panel buyout



(Optional) Site 4 – Pig Tavern Parking Lot





H:\PERR\General Engineering\2023 EV Charging Stations\CAD\FIGR.dwg 6/1/2023 1:21:45 PM



H:\PERR\General Engineering\2023 EV Charging Stations\CAD\FIG 1-3.dwg 6/1/2023 1:27:28 PM

City of Perry, Iowa
Iowa Street Wetland
SITE 1
OPINION OF PROBABLE COSTS
05/31/2023



Real People. Real Solutions.

Item No.	Description	Unit	Quantity	Price	Extension
1	Mobilization	LS	1	\$ 58,908.00	\$ 59,000.00
2	Excavation	CY	1000	\$ 40.00	\$ 40,000.00
3	PCC Pavement	SY	753	\$ 100.00	\$ 75,300.00
4	Painted Pavement Markings	LS	1	\$ 1,000.00	\$ 1,000.00
5	Subbase	SY	900	\$ 17.00	\$ 15,300.00
6	Subgrade Prep	SY	900	\$ 10.00	\$ 9,000.00
7	Environmental Memorandum	LS	1	\$ 6,410.00	\$ 6,410.00
8	Utility Coordination	LS	1	\$ 6,410.00	\$ 6,410.00
9	Electrical Conduit	LF	75	\$ 20.00	\$ 1,500.00
10	Bollards	EA	8	\$ 350.00	\$ 2,800.00
11	CT Cabinet	LS	1	\$ 15,000.00	\$ 15,000.00
12	EV Charging Station Pedestal	EA	2	\$ 100,000.00	\$ 200,000.00
13	5 Year Maintenance Agreement	EA	2	\$ 10,000.00	\$ 20,000.00

Subtotal Construction	\$ 451,720.00
Construction Contingencies 25%	\$ 112,900.00

Opinion of estimated Construction Cost	\$ 564,620.00
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Design, Plans and Specifications	\$ 34,000.00
Construction Contract Administration	\$ 17,000.00
Construction Staking	\$ 6,000.00
Resident Project Representative - Full Time	\$ 34,000.00

Subtotal Engineering	\$ 91,000.00
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Land Acquisition (Permanent)	\$ -
Land Acquisition (Temporary)	\$ -

TOTAL OPINION OF IMPROVEMENT COST	\$ 655,620.00
--	----------------------

City of Perry, Iowa
McCreary Community Building
 SITE 2
OPINION OF PROBABLE COSTS
 05/31/2023



Item No.	Description	Unit	Quantity	Price	Extension
1	Mobilization	LS	1	\$ 118,791.42	\$ 119,000.00
2	EV Charging Station Pedestal	EA	2	\$ 100,000.00	\$ 200,000.00
3	Connection to Existing Solar Infrastructure	EA	1	\$ 5,000.00	\$ 5,000.00
4	Electrical Conduit	LF	500	\$ 20.00	\$ 10,000.00
5	Environmental Memorandum	LS	1	\$ 3,626.40	\$ 3,626.40
6	Utility Coordination	LS	1	\$ 3,626.40	\$ 3,626.40
7	PCC Pavement	SY	125	\$ 100.00	\$ 12,500.00
8	Removal of Existing Pavement	SY	125	\$ 20.00	\$ 2,500.00
9	Painted Pavement Markings	LS	1	\$ 1,000.00	\$ 1,000.00
10	Bollards	EA	8	\$ 350.00	\$ 2,800.00
11	CT Cabinet	LS	1	\$ 15,000.00	\$ 15,000.00
12	Solar Panel Buyout	EA	1	\$ 515,890.00	\$ 515,890.00
13	5 Year Maintenance Agreement	EA	2	\$ 10,000.00	\$ 20,000.00

Subtotal Construction	\$ 910,942.80
Construction Contingencies 25%	\$ 227,700.00
Opinion of estimated Construction Cost	\$ 1,138,642.80
Design, Plans and Specifications	\$ 68,000.00
Construction Contract Administration	\$ 34,000.00
Construction Staking	\$ 11,000.00
Resident Project Representative - Full Time	\$ 68,000.00
Subtotal Engineering	\$ 181,000.00
Land Acquisition (Permanent)	\$ -
Land Acquisition (Temporary)	\$ -
TOTAL OPINION OF IMPROVEMENT COST	\$ 1,319,642.80

City of Perry, Iowa
Trailhead Parking Lot
 SITE 3
OPINION OF PROBABLE COSTS
 05/31/2023



Item No.	Description	Unit	Quantity	Price	Extension
1	Mobilization	LS	1	\$ 50,991.84	\$ 51,000.00
2	EV Charging Station Pedestal	EA	2	\$ 100,000.00	\$ 200,000.00
3	Connection to Existing Solar Infrastructure	EA	1	\$ 5,000.00	\$ 5,000.00
4	Environmental Memorandum	LS	1	\$ 7,572.80	\$ 7,572.80
5	Utility Coordination	LS	1	\$ 7,572.80	\$ 7,572.80
6	Removal of Existing Pavement	SY	125	\$ 20.00	\$ 2,500.00
7	PCC Pavement	SY	125	\$ 100.00	\$ 12,500.00
8	Painted Pavement Markings	LS	1	\$ 1,000.00	\$ 1,000.00
9	Electrical Conduit	LF	200	\$ 20.00	\$ 4,000.00
10	Electrical Estimate	LS	1	\$ 62,000.00	\$ 62,000.00
11	Bollards	EA	8	\$ 350.00	\$ 2,800.00
12	CT Cabinet	LS	1	\$ 15,000.00	\$ 15,000.00
14	5 Year Maintenance Agreement	EA	2	\$ 10,000.00	\$ 20,000.00

Subtotal Construction	\$ 390,945.60
Construction Contingencies 25%	\$ 97,700.00
Opinion of estimated Construction Cost	\$ 488,645.60
Design, Plans and Specifications	\$ 29,000.00
Construction Contract Administration	\$ 15,000.00
Construction Staking	\$ 5,000.00
Resident Project Representative - Full Time	\$ 29,000.00
Subtotal Engineering	\$ 78,000.00
Solar Panel Buyout	\$ 265,052.00
TOTAL OPINION OF IMPROVEMENT COST	\$ 831,697.60

Perry U.S. Department of Transportation Charging and Fueling Infrastructure Discretionary Grant Program Summary

Recently, the U.S. Department of Transportation (U.S. DOT) announced the Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program) to strategically deploy publicly accessible electric vehicle charging and alternative fueling infrastructure in the places people live and work, urban and rural areas alike, and along designated alternative fuel corridors. This first round of funding is looking to implement electric vehicle (EV) charging infrastructure and/or other fueling infrastructure projects in urban and rural communities in publicly accessible locations, including downtown areas and local neighborhoods, particularly in underserved and disadvantaged communities.

Attached you will rough draft copies of the grant application. Applications are due to the U.S. Department of Transportation on or before June 13, 2023. Please note the attached draft application will be revised according to the grant specifications. The budget and site locations, once approved by Council will not change.

The total project cost is \$2,463,560.40, with \$1,970,848.32 in funding requested from the U.S. DOT and \$492,712.08 from the City of Perry (20% of the project cost, to meet program requirements)

This program aligns with the City of Perry's sustainability goals while providing electric vehicle charging stations strategically throughout the community. Currently, the City of Perry has identified and is evaluating the following locations for viability for this program:

- Iowa Street Wetland
 - This would include the parking lot improvements and the installation of two DC fast charging EV charging pedestals. This site is ideal to accommodate vehicles traveling on Iowa Highway 141.

- McCreary Community Building
 - This site is centrally located and provides access to users of the McCreary Community Building as well as nearby residential properties. The site is also ideal as it allows the two DC fast charging EV charging pedestals to be hooked up to existing solar infrastructure.

- Trailhead Parking Lot (Willis Avenue & 1st Avenue)
 - This site not only accommodates the large number of trail users but provides DC fast charging EV charging access to downtown visitors. The site also allows for the two charging pedestals to be hooked up to the existing solar infrastructure available at the site.

The City of Perry is an ideal candidate for the CFI Program due to the city's forward-thinking approach to sustainability, its rural location, and status as a disadvantaged community. Thus, assisting the U.S. DOT in reaching its Justice40 Initiative goal of at least 40% of the benefits from grant programs go towards disadvantaged communities. According to the Climate & Economic Justice Screening Tool both of Perry's Census Tracts (503 & 504) are identified as disadvantaged. The CFI Program has a minimum award amount of \$500,000 with a maximum award amount of \$15 million. The program requires a 20% cost

share of the total project cost and will not consider previously incurred costs. The program does consider the following eligible project costs:

- Projects that reduce greenhouse gas emission and expand or fill gaps in access to eligible infrastructure.
- Acquisition and installation of eligible infrastructure:
 - Related construction or reconstruction and acquisition of real property directly related to the project.
 - Development phase activities, including planning, feasibility analysis, revenue forecasting, environmental review, preliminary engineering and design work, and other preconstruction activities.
 - Contracting with a private entity for acquisition, construction, installation, maintenance, or operation of eligible infrastructure included in the project.
- Educational and community engagement activities to develop and implement education programs through partnerships with schools, community organizations, and vehicle dealerships to support the use of zero-emission vehicles and associated infrastructure.

i. Project Narrative

I. Description of Project Location

The City of Perry, Iowa is a rural bedroom community with a population of 7,660 that is located about 45 miles northwest of Iowa's capital city, Des Moines. Its geographic location is 41°50'24"N94°6'0"W and has a total area of 4.18 square miles. Perry Iowa is served by two State Highways – Highway 141 and Highway 144. The Highway 141 corridor is a four-lane divided highway that is principal east-west arterial street that connects the City of Perry to the Des Moines Metro area to the east and Sioux City to the west. While the 1st Avenue/Highway 144 corridor is the principal north-south vehicular arterial through the city. As traffic enters the City from the north, 1st Avenue/Highway 144 transitions from a two-land rural section to a four-lane urban section. Highway 144 provides a connection between the cities of Perry and Ripley.

First platted in 1868, Perry developed around the Rock Island and Chicago Milwaukee, & St. Paul (Milwaukee) railroads. Both the Rock Island and Milwaukee railroads geographically divided the community. These lines ran through or near the city center and influenced land use within the community. As the railroads phased out operations, the area became plagued by disinvestment, that resulted in decades of persistent poverty. Thus, making the City of Perry a disadvantaged community¹.

In 2012, Perry was awarded an American Reinvestment and Recovery Act (ARRA) Sustainability Grant through the Iowa Economic Development to conduct a Sustainability Study. As a community with a large low-income population¹, 17.5% poverty rate², and years of declining tax base (up to 20%) caused city officials to develop creative ways to meet its goal toward the city's sustainability initiative of having net-zero energy consumption while saving valuable taxpayer funds. The Sustainability Study conducted an inventory and analysis in four areas of the community: the Wastewater Treatment Facility, the Water Treatment Facility, Lighting in the Cultural District, and Multi-Modal transportation. Since then, the City has implemented several sustainability projects throughout the community including powering 10 city buildings with solar energy, which provides over 100 percent of the power to those buildings. Over the life of the project, the city intends to save \$5 million on power costs. Another project involves a former railroad contaminated site that was cleaned-up through the help of the U.S. Environmental Protection Agency's Brownfields Program, which will now be leased to Alliant Energy for a solar array field. In return for leasing, the city will get tens of thousands of dollars a year and renewable energy credits. Perry's sustainability initiative is now becoming a business development tool, as more companies are looking to locate in places that are creating sustainable communities.

To continue building sustainability efforts, the City of Perry is proposing the installation of fast charging EV infrastructure at four key city owned sites.

¹ Climate and Economic Justice Screen Tool

² 2021 American Community Survey 5-year estimates

Site 1: Iowa Street Wetland: Located on Iowa Street between Iowa Highway 141 and 16th Street, provides safe and convenient access to the 8,000 vehicles that travel Highway 141 daily. Vehicles traveling west on Highway 141 can easily make a right turn onto Iowa Street, while vehicles traveling east bound have a dedicated left turn lane and wide median to safely make a left turn on to Iowa Street from Highway 141 to access the Iowa Street Wetland Charging Station. Iowa Street makes an ideal location for fast charging EV charging station, as the average daily vehicle volume is only 700 and this stretch has only had two crashes in the last five years.

Site 1 infrastructure includes the installation of a parking lot, utility installation and connections, and one fast charging EV charging station pedestal. The parking lot is designed to accommodate the Americans with Disabilities Act of 1990 (ADA). The EV charging station pedestal will be easily accessible from the parking lot at the same grade.

Site 2: McCreary Community Building (1800 Pattee Street): Located in the center of the City at the intersection of 8th Street and Pattee Street, next to Perry Elementary School and within proximity to residential; the McCreary Community Building serves as a community destination for recreation and fitness. Amenities include indoor pool, outdoor splash pad, whirlpool, dry air sauna, universal weight room, personal fitness room, kitchen, theater, gymnasium, racquetball/volleyball courts, and stationary bike room open to the public. Both Pattee Street and 8th Street around the McCreary Community Building have an average daily traffic count of less than 1,000 vehicles per day. Only one property damage only vehicle crash has occurred in the last five years in the area.

The McCreary Community Building site would see the installation of one fast charging EV charging station pedestal. The infrastructure improvements will allow for the EV pedestal to be connected to the existing solar infrastructure at the site. Electrical service would need to be extended to the EV pedestals. The McCreary Community Building and parking lot are already compliant with ADA standards.

Site 3: Trailhead Parking Lot (Willis Avenue & 1st Avenue): The trailhead parking lot for the 89-mile-long multi-use recreational Raccoon River Valley Trail that extends from Clive to Jefferson, built on the former Chicago Northwestern Railroad right-of-way. The trail attracts more than 350,000 users every year. While 1st Avenue (Highway 144) has an average vehicle count of 8,000 vehicles and Willis Avenue has an average vehicle count of 3,320 vehicles, the area has only experienced three crashes in the last five years. The most severe being a suspected minor injury crash. The Trailhead Parking Lot is ADA compliant and will easily comply with the addition of EV charging stations.

Due to the large user demand of the Raccoon Valley River Trail, the City felt it prudent to include two fast charging EV charging pedestals at this location. Charging pedestals will be connected to existing city solar infrastructure in the area. This site is ideal as all that is needed to accommodate EV charging stations is the electrical service.

Site 4: Pig Tavern Parking Lot (Warford Street between 1st Avenue & 2nd Street) (optional site if cost reasonable): Located one block of 2nd Street (the main street through downtown) the city owned lot behind the Tin Pig Tavern is a prime location to serve downtown visitors. Designated

as one of Iowa's Great Places downtown Perry boasts a combination of arts, history, culture, commerce, and recreation making it a destination for residents and visitors. This section of Warford Street between 1st Avenue and 2nd Street has a moderate average daily vehicle count of just over 2,000 vehicles. The area has only had four crashes in the last five years, all being property damage only crashes. Warford Street and 2nd Street are currently being reconstructed including intersections improvements, beautification efforts, water quality improvements, traffic signal and pedestrian safety improvements. Thus, making this charging station location safer for both users and pedestrians accessing downtown.

The Pig Tavern Parking Lot site includes the installation of one fast charging EV station pedestal. This EV station location requires connection to the electric system. As the parking lot is an existing city owned lot, the lot is ADA compliant.

All EV charging sites will meet the following Americans with Disabilities Act guidelines. At least 1 EV charging space at each site will be accessible compliant. Accessible EV parking stalls will be 11 feet minimum wide by 18 feet minimum long. Each stall will have a minimum maneuvering clearance width of 36 inches, hashed marked, at the top of the parking stall between the charging station and vehicle. The accessible route slope and cross slope maximum will not exceed 1:20 (5%) running slope and 1:48 (2%) cross slope; Accessible vehicle spaces 1:48 (2%) in all directions. If needed, accessible ramps will be installed to provide an accessible route to and operation of the charging station. A side access aisle of 60 inches minimum width will be provided to allow space wheelchair and equipment in and out of the parking stall. The front and side of the EV station will have a minimum 48 inches of space to allow users the ability to reach operable parts from a wheelchair. The EV stations will be operable with one hand and will not require tight grasping, pinching, twisting of the wrist or force more than five pounds to operate. EV charging stations will have a cord length of 20 feet long at a minimum. The EV station will have a cord management system to eliminate the potential for cable entanglement, user injury or connector damage from lying on the ground. "Accessible EV Charging Station" signs will be posted at the center and head end of the parking stall at a minimum of 96 inches from the head of the stall and will be mounted between 60 inches minimum and 66 inches maximum from the floor of the space. "Electric Vehicles Only" stenciled graphics will be included on each EV station parking stall.

In addition, the EV charging stations will install bollards that are 3-feet to 4-feet in height to protect the station equipment from accidental impact. Bollards, wheel stops, and curbs will not obstruct the approach and use of the charging station. The payment options/card readers on the stations will be Payment Card Industry compliant to allow direct use of a credit or debit card at the station itself.

II. Description of How Project Expands Community-Based Infrastructure

According to the U.S. Department of Energy's Alternative Fuels Map, the area around Perry is an DC fast charging desert. The closest public DC fast charging locations are in the Des Moines Metro area (at least 24 miles). Between Perry and Sioux City there is only one location along U.S. Highway 20 at Early, Iowa (94 miles). The National Resource Defense Council compared

nine of the most popular electric vehicles (EVs) on the market with three comparable gas-powered vehicles and determined the lifetime ownership costs for all nine of the electric vehicles were “many thousands of dollars lower than comparable gas-powered vehicles. Most of the EVs offered savings between \$6,000 to \$10,000. As EVs become more popular, it is imperative to decrease the gap in the availability of public DC fast charging stations. As a disadvantage community and a community with a low-moderate income percentage of over 65%³, residents may determine to purchase EVs to save costs. However, they may not have the ability to install at home EV charging stations. Therefore, to eliminate this hurdle for the community’s most vulnerable population, the City of Perry has developed an EV Charging Infrastructure Plan that identified key locations to reach all segments of the population. Phase 1 of the EV Charging Infrastructure Project includes the installation of Fast DC Charging Stations at four city owned parking lots throughout the community.

III. Description of How Funds Will Be Spent

Summary of Perry’s EV Charging Infrastructure Project Costs						
Category	Estimated Amount	Percent of Funds	U.S. DOT CFI Funds		City of Perry Funds	
			Estimated Amount	Percent of Funds	Estimated Amount	Percent of Funds
Project Planning & Development	\$233,000.00	9.46%	\$233,000.00	9.46%	\$0.00	0%
Right-of-Way/Acquisition	\$0.00	0%	\$0.00	0%	\$0.00	0%
Installation	\$2,170,560.40	88.11%	\$1,677,848.32	68.11%	\$492,712.08	20%
Operation	\$0.00	0%	\$0.00	0%	\$0.00	0%
Maintenance	\$60,000.00	3.67%	\$60,000.00	2.43%	\$0.00	0%
Educational Activity	\$0.00	0%	\$0.00	0%	\$0.00	0%
Total	\$2,463,560.40	100%	\$1,745,137.28	80%	\$492,712.08	20%

The Perry EV Charging Infrastructure Project is estimated to cost \$2,463,560.40 for the installation of six fast charging EV charging pedestals at three sites within the City of Perry. Project Planning and Development costs make up nearly 10% of the project at \$233,000. These costs include preliminary engineering, route surveying and geotechnical testing, design, plans, and specifications, and construction staking. Installation costs cover the actual cost of installing the EV charging pedestals and make necessary site improvements to accommodate the addition of the charging stations. Installation costs make up 88.11% of the budget at \$2,170,560.40. Finally, the project costs include a 5-year maintenance agreement to ensure the EV charging stations are operational and available for the public for years to come. Maintenance costs are nearly 2.43% of the budget at \$60,000.

³ Low to Moderate Income Population by Tract – HUD GIS

IV. Additional Project Narrative Information

Perry's EV Charging Infrastructure Project is focused on expanding charging access to the rural, low-and moderate income, and underserved community of Perry, Iowa. As mentioned earlier in section II. Description of How Project Expands Community-Based Infrastructure, Perry is in a DC fast charging desert, with the nearest public charging station located nearly 30-miles away. As a small rural community (population of 7,660), and a leader in rural sustainability efforts, Perry understands the opportunities and challenges that exist with the implementation of the EV Charging Infrastructure Project.

Perry is a regional economic hub. Perry's pull factor of 1.20⁴ indicates the city is attracting 20 percent more of its population of shoppers from outside the community. In addition, Perry has a trade surplus of \$17.9 million⁴. This provides Perry the opportunity to further its sustainability efforts and utilize them as a community attraction. The three charging station sites have been strategically located to meet the needs of the community as well as serve as a community attraction mechanism. All sites will support multi-purpose use, vehicle types, and will be open to the public.

Site 1: Iowa Street Wetland: Located just off Iowa Highway 141, this site provides convenient access for highway travelers needing a place to charge.

Site 2: McCreary Community Building (1800 Pattee Street): With its central location, proximity to residential neighborhoods, and existing solar infrastructure this site provides easy access for residents.

Site 3: Trailhead Parking Lot (Willis Avenue & 1st Avenue): This site was chosen due to the high volume of trail users and existing solar infrastructure.

Site 4: Pig Tavern Parking Lot (Warford Street between 1st Avenue & 2nd Street): Located one block off the main downtown street, this site provides downtown visitors with close EV charging options.

Currently Dallas County (the county where Perry is located) has 7.5%⁵ of all the registered EV/PHEV vehicles in the State of Iowa, while only making up 3.12%⁶ of the state's population. Polk County the state's largest county and home to the capital represents 23.18%⁵ of the registered EV/PHEV vehicles. Adel and Waukee are the only two cities within Dallas County that currently have EV charging available. Unfortunately, these two communities are in the southeast portion of the county, compared to Perry's northwest location. The addition of charging stations within the City of Perry allows the city to meet a need that is clearly shown through data.

As a disadvantaged and low-income community, Perry also understands the challenges that come with implementing an EV Charging Infrastructure Project. Over 10% of the households in Perry do not have a vehicle available and nearly 33% only have one vehicle available⁷. According to

⁴ ISU Retail Trade Analysis Fiscal Year 2019

⁵ Iowa Department of Transportation EV/PHEV Supplemental Fee Report Through December 31, 2022

⁶ 2020 U.S. Census

⁷ 2021 American Community Survey 5-year estimates

the Bureau of Transportation Statistics, the average age for passenger cars in the U.S. is 13.1 years. Whereas the average lifespan of a vehicle is estimated to be about eight years or 150,000 miles⁸. This means that over the next few years vehicle owners will be forced to replace their existing vehicle. With the lower costs associated with electric vehicles this might be an appealing option for purchasers, especially low to moderate income people. However, if the community does not have the charging infrastructure in place, this could be a deterrent to electric vehicle purchases.

The 2020 Perry, Iowa Laborshed Area Study revealed that 50.5 percent of workers in Perry commute outside the city. Out commuters may not have easily accessible charging stations available to them at their place of employment. With no public DC fast charging EV charging stations available within the City of Perry, out commuters may be making special trips to charging stations or are choosing gas powered vehicles instead.

The City also understands that EV charging rates must be affordable. Otherwise, use will be unattainable by most of the community. The City plans to set rates to cover expenses of offering the EV charging stations.

⁸ Consumer Reports

ii. Budget Information: Grant Funds, Sources, and Uses of All Project Funding

Summary of Perry's EV Charging Infrastructure Project Costs						
Category	Estimated Amount	Percent of Funds	U.S. DOT CFI Funds		City of Perry Funds	
			Estimated Amount	Percent of Funds	Estimated Amount	Percent of Funds
Project Planning & Development	\$233,000.00	9.46%	\$233,000.00	9.46%	\$0.00	0%
Right-of-Way/Acquisition	\$0.00	0%	\$0.00	0%	\$0.00	0%
Installation	\$2,170,560.40	88.11%	\$1,677,848.32	68.11%	\$492,712.08	20%
Operation	\$0.00	0%	\$0.00	0%	\$0.00	0%
Maintenance	\$60,000.00	2.43%	\$60,000.00	2.43%	\$0.00	0%
Educational Activity	\$0.00	0%	\$0.00	0%	\$0.00	0%
Total	\$2,463,560.40	100%	\$1,745,137.28	80%	\$492,712.08	20%

The Perry EV Charging Infrastructure Project is estimated to cost \$2,463,560.40 for the installation of six fast charging EV charging pedestals at three sites within the City of Perry. Project Planning and Development costs make up nearly 10% of the project at \$233,000. These costs include preliminary engineering, route surveying and geotechnical testing, design, plans, and specifications, and construction staking. Installation costs cover the actual cost of installing the EV charging pedestals and make necessary site improvements to accommodate the addition of the charging stations. Installation costs make up 88.11% of the budget at \$2,170,560.40. Finally, the project costs include a 5-year maintenance agreement to ensure the EV charging stations are operational and available for the public for years to come. Maintenance costs are nearly 2.43% of the budget at \$60,000.

Detailed Summary of Project Planning & Development Costs						
Category	Estimated Amount	Percent of Funds	U.S. DOT CFI Funds		City of Perry Funds	
			Estimated Amount	Percent of Funds	Estimated Amount	Percent of Funds
Design, Plans, & Specifications	\$87,000.00	37.34%	\$86,000.00	37.34%	\$0.00	0%
Construction Contract Administration	\$44,000.00	18.88%	\$44,000.00	18.88%	\$0.00	0%
Construction Staking	\$15,000.00	6.44%	\$15,000.00	6.44%	\$0.00	0%
Resident Program Representative	\$87,000.00	37.34%	\$86,000.00	37.34%	\$0.00	0%

Total	\$233,000.00	100%	\$233,000.00	100%	\$0.00	0%
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Project planning and development costs are engineering costs related to the project. Design, plans, and specifications include final project design and project bid specifications needed to accurately have contractors bid on the project. Construction contract administration ensures that the awarded contractor performs in accordance with all the terms and conditions of the contractual agreement for the project. Construction staking will analyze and interpret the engineering plans and calculate appropriate offset survey points and elevations. While the resident program representative will monitor the daily activities of the project to ensure the project is constructed per construction documents and construction plans and specifications.

Detailed Summary of Installation Costs						
Category	Estimated Amount	Percent of Funds	U.S. DOT CFI Funds		City of Perry Funds	
			Estimated Amount	Percent of Funds	Estimated Amount	Percent of Funds
Mobilization	\$151,000.00	6.96%	\$151,000.00	6.96%	\$0.00	0%
EV Charging Station Pedestal	\$600,000.00	27.64%	\$600,000.00	27.64%	\$0.00	0%
Electrical Conduit	\$15,500.00	0.71%	\$15,500.00	0.71%	\$0.00	0%
Environmental Memorandum	\$17,609.20	0.81%	\$17,609.20	0.81%	\$0.00	0%
Utility Coordination	\$17,609.20	0.81%	\$17,609.20	0.81%	\$0.00	0%
Connection to Existing Solar Infrastructure	\$10,000.00	0.46%	\$10,000.00	0.46%	\$0.00	0%
Excavation	\$40,000.00	1.84%	\$0.00	0%	\$40,000.00	1.84%
PCC Pavement	\$100,300.00	4.62%	\$25,000.00	1.16%	\$75,300.00	3.46%
Painted Pavement Markings	\$3,000.00	0.14%	\$2,476.00	0.12%	\$524.00	0.02%
Subbase	\$15,300.00	0.70%	\$0.00	0%	\$15,300.00	0.70%
Subgrade Prep	\$9,000.00	0.41%	\$9,000.00	0.41%	\$0.00	0%
Bollards	\$8,400.00	0.39%	\$8,400.00	0.39%	\$0.00	0%
CT Cabinet	\$45,000.00	2.08%	\$45,000.00	2.08%	\$0.00	0%
Electrical Estimate	\$62,000.00	2.86%	\$62,000.00	2.86%	\$0.00	0%
Removal of Existing Pavement	\$5,000.00	0.23%	\$5,000.00	0.23%	\$0.00	0%
Solar Purchase	\$780,942.00	35.98%	\$419,353.92	19.30%	\$361,588.08	16.68%
Contingency	\$289,900.00	13.36%	\$289,900.00	13.36%	\$0.00	0%
Total	\$2,170,560.40	100%	\$1,677,848.32	77.30%	\$492,712.08	22.70%

Installation costs are those costs associated with the installation of the EV charging pedestals at each of the three sites. Each site is planned to have two charging pedestals installed for a total of six EV charging pedestals. Site 1: Iowa Street Wetland, will require the installation of a parking lot along with electrical connection to each of the charging pedestals. Sites 2: McCreary Community Building and Site 3: Trailhead Parking Lot have existing solar panels at these locations. EV charging pedestals at these sites will be tied into the existing solar infrastructure. The City of Perry is utilizing local funds to meet the 20% of the entire project match requirement of \$492,712.08.

Detail Summary of Maintenance Costs						
Category	Estimated Amount	Percent of Funds	U.S. DOT CFI Funds		City of Perry Funds	
			Estimated Amount	Percent of Funds	Estimated Amount	Percent of Funds
5-Year Maintenance Agreement	\$60,000.00	100%	\$60,000.00	100%	\$0.00	0%
Total	\$60,000.00	100%	\$60,000	100%	\$0.00	0%

To ensure the longevity of DC fast charging EV charging pedestals the City plans to enter into a 5-year maintenance agreement. General maintenance will include storing charging cables securely, checking parts periodically, and keeping equipment clean. The maintenance agreement will include a response time, time for a given repair, and an overall uptime requirement.

iii. Project Merit Criteria

a. Criterion #1 Safety

During the site selection process, the City evaluated all sites based on several criteria:

- i. Average Daily Traffic Count Data
- ii. Crash History from 2018 – 2022
- iii. Evaluation of left turn conflict

As a result of the safety evaluation, the four phase I priority sites (3 project sites and 1 optional site) were picked due to their location on city owned properties off low average daily traffic count streets. The highest average daily traffic count is at Site 3: Trailhead Parking Lot at 3,320 vehicles. All sites had low crash data for the last five years with no more than four crashes. Most of the crashes were minor with property damage. All sites only require a left-turn conflict over one lane of cross traffic. Site 1: Iowa Street Wetland, provides convenient EV charging access off Iowa Highway 141. Westbound traffic can easily access Iowa Street with a right-turn. Eastbound traffic has a dedicated left-turn lane on Iowa Highway 141 with a large, divided highway median. Based on the safety analysis it was determined that the installation of EV charging stations would not negatively impact safety for users. To ensure operator safety, the city will ensure that the installation of the EV charging stations follow manufacturer specifications.

b. Criterion #2 Climate Change, Resilience, and Sustainability

According to the McKinsey & Company, electric vehicle sales have climbed by more than 40 percent each year, on average, since 2016. One of the top concerns for consumers regarding purchasing electric vehicles is the battery and charging issues. The limited national network of public charging stations is a major deterrent to buyers. The Perry EV Charging Station Infrastructure Project will help elevate an EV charging station desert. Between Perry and the Des Moines Metro Area there are no available public EV charging stations and between Perry and Sioux City, there is only one available location. To meet the federal government's target of net-zero emissions by 2050 all car and truck greenhouse gas emissions must be eliminated. Thus, an extensive charging network is needed, which the Perry EV Charging Station Infrastructure contributes to.

c. Criterion #3 Equity, Community Engagement, and Justice 40

The City of Perry is identified as a disadvantaged rural community¹. One of Perry's two census tracts is identified as disadvantaged for transportation, while the entire community is disadvantaged for health and equity². As rural residents drive more than urban residents, spend more on vehicle fuel/maintenance, and have fewer transportation choices; electric vehicles provide a cost-effective alternative to conventional vehicles.

¹ Climate and Economic Justice Screening Tool

² U.S. DOT's Transportation Disadvantaged Census Tract

The installation of EV charging stations will provide low-income residents with the necessary EV charging infrastructure that allows them access to electric vehicles. As the entire City of Perry is identified as a disadvantage community that is low-income, 100 percent of the project benefit will directly impact these groups.

Beginning in the early 1990s, Perry saw cultural diversification as it evolved from a once predominately white community with the influx of Latinos. Today, the Latino population makes up 32% of the population³. The City has undertaken extensive planning initiatives over the last several years. Each of these planning initiatives has had a coordinating public engagement process. It is important to the City of Perry that all residents have an opportunity to provide input, therefore the City has partnered with the Hispanics United for Perry to reach this group.

The City of Perry is committed to making its EV charging stations economical, equitably distributed, utilizing alternative power sources where feasible, and wired to a robust power grid. This will ensure all residents have access to these EV charging stations.

d. Criterion #4 Workforce Development, Job Quality, and Wealth Creation

As a disadvantaged community, Perry understands the importance of reaching out and providing opportunities to disadvantaged businesses enterprises (DBE), minority business enterprises (MBE) and/or women business enterprises (WBE). The City will reach out directly to DBE, MBE, and WBE contractors to encourage bid submittals for project work. Construction bid documents will assign preferential points to DBE bidders or contractors that utilize DBE subcontractors.

e. Criterion #5 CFI Program Vision

The Perry EV Charging Infrastructure Program implements the Charging and Fueling Infrastructure Discretionary Grant Program's vision. This project will implement safe, efficient access for electric vehicles to DC fast charging EV charging stations along two Iowa Highways in a disadvantaged rural designated community. This project will allow residents access to cost efficient public charging stations, which provides residents with the necessary infrastructure they need to have a choice in the type of vehicle they can purchase. Thus, removing related disparities in the rural transportation system. The City of Perry is committed to utilizing this project as a workforce development, quality job and wealth creation project. The city will actively promote the project specifications to DBEs, MBEs, and WBEs to ensure they are aware of the project while helping to remove barriers these groups would have to submitting a bid on the project. Finally, the project is committed to providing access to all users and have designed the EV charging stations to comply and accommodate Americans with Disabilities.

³ 2020 Census American Community Survey 5-year estimates

iv. Project Readiness and Environmental Risk

The City of Perry, Iowa’s EV Charging Infrastructure Project is scheduled to have funds obligated by September 30, 2025, and the project completed ahead of the September 30, 2030, deadline. The city’s goal is to complete the installation of all planned chargers by the end of Federal Fiscal Year 2024 (September 30, 2025), with engineering including final scope of work completed by June 30, 2024. The City has a great partnership with its electric service provider, Alliant Energy. This includes working together to turn a former brownfield site into a 1-megawatt solar field. In addition, Alliant Energy’s distribution consists of a high percentage of renewable generated power. Discussion regarding the EV Charging Infrastructure Project has begun, and Alliant Energy is aware of the proposed project sites. These early conversations will hopefully avoid any minor delays due to Alliant Energy needing to update transformers to accommodate the addition of DC fast charging EV charging stations throughout the community. The table below represents a project milestone timeline for the project.

Perry EV Charging Infrastructure Project Timeline								
Milestone	Q1 FFY 2024	Q2 FFY 2024	Q3 FFY 2024	Q4 FFY 2024	Q1 FFY 2025	Q2 FFY 2025	Q3 FFY 2025	Q4 FFY 2025
Project Planning & Development								
Installation								
Maintenance	Extending 5 Years from the Completion Date							

As all the proposed EV charging station sites are located on existing city owned property, the project does not require an assessment of real property or right-of-way acquisition. The City has been a leader in rural sustainability efforts. The City of Perry has undertaken an array of community planning initiatives that had extensive engagement processes to determine the priority of its citizens. The City has not experienced opposition to any of its sustainability initiatives, including the EV Charging Infrastructure Project. The table below is a summary of those initiatives.

Initiative	Summary	Sustainability Measure
2012 Sustainability Study	Inventory and analysis of the Wastewater Treatment Facility, the Water Treatment Facility, Lighting in the Cultural District, and Multi-Modal Transportation.	Established a baseline for energy use in these areas and recommended improvements that would lower the overall energy consumption. Promotion of Solar array(s) and field within the City.
LED lighting retrofit of City Hall.	Replaced halogen lamps with LED lamps.	Expected to save the city \$5,000 annually while the lower wattage of the LEDs

		will lower HVAC costs since LEDs emit less heat.
Comprehensive Plan 2030	It establishes a community vision and set guiding principles designed to attain the vision.	Goal T-3 ensures smooth traffic flow that saves time, energy, money, and promotes sustainability. The incorporation of Iowa’s Smart Planning Principles. Infrastructure systems should be developed in a way that is fiscally and environmentally responsible and sustainable.
Iowa Living Roadways – Community Visioning	A plan developed based on input from both the visioning committee and residents that brings together ideas, goals, and visions for transportation improvements.	Provided a long-term visioning plan to sustainable, functional, and beneficial transportation improvements.
Capital Crossroads	A vision plan for a greater Des Moines Area.	Created deliverables such as Natural Capital: A Greener Greater Des Moines; Natural Capital: Setting Sustainable Progress in Motion: Greater Des Moines.
Des Moines MPO Mobilizing Tomorrow 2020-2050 A Transportation Plan for a Greener Greater Des Moines	A regional vision for how the Greater Des Moines continues to prepare for and adapt to future transportation needs and demands.	Goal 3: Improve the region’s environmental health.

The project will meet the standards of 23 CFR Part 680 – National Electric Vehicle Infrastructure Standards and Requirements, in addition the project will meet the Iowa and National Electrical code requirements. As a disadvantaged community, Perry understands the importance of reaching out and providing opportunities to disadvantaged businesses enterprises (DBE). The City will reach out directly to DBE contractors to encourage bid submittals for project work. Construction bid documents will assign preferential points to DBE bidders or contractors that utilize DBE subcontractors. The City of Perry City Council approved the project and the City’s submittal of the EV Infrastructure Project to the U.S. Department of Transportation Charging and Fueling Infrastructure Discretionary Grant Opportunity on June 5, 2023. The City of Perry is a SolSmart designated community, hosts 1-megawatt Alliant Energy Solar Field on a former brownfield, and net meters nearly 1-megawatt of additional solar on city facilities. The EV Charging Infrastructure Project is the next step to fulfilling the city’s sustainability goals including higher electric vehicle integration.

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	693JJ323NF00004
Opportunity Title:	Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
Opportunity Package ID:	PKG00280498
CFDA Number:	20.205
CFDA Description:	Highway Planning and Construction
Competition ID:	
Competition Title:	
Opening Date:	03/14/2023
Closing Date:	06/13/2023
Agency:	DOT Federal Highway Administration
Contact Information:	CFIGrants@dot.gov

APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS01116273
Application Filing Name:	City of Perry
UEI:	N89UDA2YT632
Organization:	PERRY CITY OFFICE
Form Name:	Application for Federal Assistance (SF-424)
Form Version:	4.0
Requirement:	Mandatory
Download Date/Time:	Jun 01, 2023 07:58:11 PM EDT
Form State:	Error(s)

FORM ACTIONS:

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

City of Perry

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Perry

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. UEI:

N89UDA2YT632

d. Address:

* Street1:

1102 Willis Avenue

Street2:

P.O. Box 545

* City:

Perry

County/Parish:

Dallas

* State:

IA: Iowa

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

50220-1650

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Sven

Middle Name:

* Last Name:

Peterson

Suffix:

Title:

City Administrator

Organizational Affiliation:

City of Perry

* Telephone Number:

515-465-2481

Fax Number:

* Email:

sven.peterson@perryia.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

DOT Federal Highway Administration

11. Catalog of Federal Domestic Assistance Number:

20.205

CFDA Title:

Highway Planning and Construction

*** 12. Funding Opportunity Number:**

693JJ323NF00004

* Title:

Charging and Fueling Infrastructure (CFI) Discretionary Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

The Perry EV Charging Station Infrastructure Project will install eight fast DC charging stations at four sites located throughout the City of Perry.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,970,848.32"/>
* b. Applicant	<input type="text" value="492,712.08"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="2,463,560.40"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	693JJ323NF00004
Opportunity Title:	Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
Opportunity Package ID:	PKG00280498
CFDA Number:	20.205
CFDA Description:	Highway Planning and Construction
Competition ID:	
Competition Title:	
Opening Date:	03/14/2023
Closing Date:	06/13/2023
Agency:	DOT Federal Highway Administration
Contact Information:	CFIGrants@dot.gov

APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS01116273
Application Filing Name:	City of Perry
UEI:	N89UDA2YT632
Organization:	PERRY CITY OFFICE
Form Name:	Budget Information for Construction Programs (SF-424C)
Form Version:	2.0
Requirement:	Optional
Download Date/Time:	Jun 01, 2023 08:01:22 PM EDT
Form State:	No Errors

FORM ACTIONS:

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ 0.00	\$ 0.00	\$ 0.00
2. Land, structures, rights-of-way, appraisals, etc.	\$ 0.00	\$ 0.00	\$ 0.00
3. Relocation expenses and payments	\$ 0.00	\$ 0.00	\$ 0.00
4. Architectural and engineering fees	\$ 233,000.00	\$ 0.00	\$ 233,000.00
5. Other architectural and engineering fees	\$ 0.00	\$ 0.00	\$ 0.00
6. Project inspection fees	\$ 0.00	\$ 0.00	\$ 0.00
7. Site work	\$ 0.00	\$ 0.00	\$ 0.00
8. Demolition and removal	\$ 0.00	\$ 0.00	\$ 0.00
9. Construction	\$ 1,880,660.40	\$ 0.00	\$ 1,880,660.40
10. Equipment	\$ 0.00	\$ 0.00	\$ 0.00
11. Miscellaneous	\$ 60,000.00	\$ 0.00	\$ 60,000.00
12. SUBTOTAL (sum of lines 1-11)	\$ 2,173,660.40	\$ 0.00	\$ 2,173,660.40
13. Contingencies	\$ 289,900.00	\$ 0.00	\$ 289,900.00
14. SUBTOTAL	\$ 2,463,560.40	\$ 0.00	\$ 2,463,560.40
15. Project (program) income	\$ 0.00	\$ 0.00	\$ 0.00
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 2,463,560.40	\$ 0.00	\$ 2,463,560.40
FEDERAL FUNDING			

17. Federal assistance requested, calculate as follows:
(Consult Federal agency for Federal percentage share.)
Enter the resulting Federal share.

Enter eligible costs from line 16c Multiply X %

\$



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

VIA EMAIL: sven.peterson@perryia.org

May 31, 2023

Sven Peterson, City Administrator
City of Perry
1102 Willis Avenue
Perry, IA 50220

RE: Wastewater Treatment Facility Improvements
Woodruff Application for Payment No. 24
City of Perry, Iowa
Project No. A21.115919

Dear Sven,

Please find attached Pay Application No. 24 from Woodruff Construction, Inc. for the construction of the Perry Wastewater Treatment Facility Improvements. I have reviewed this request and recommend payment to the contractor for \$736,588.14. To date, the completed work and stored materials are 77.7% of the total contract amount.

Please confirm you received this request at your convenience. If you have any questions, please contact me.

Sincerely,

Bolton & Menk, Inc.

Andrew Sindt, P.E.
Environmental Engineer

cc: Josh Wuebker – City of Perry
Susie Moorhead – City of Perry
Liz Hicks – City of Perry
Dave Gliem – City of Perry
Luke Hamill – Region XII COG
Matt Ferrier – Bolton & Menk
Ron Covert – Bolton & Menk
File

Enclosure

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

8 PAGES

TO OWNER REPRESENTATIVE:

City of Perry, IA
1102 Willis Ave
Perry, IA 50220

PROJECT: WWTP Improvements

14323 Ivy Place
Perry, IA 50220

APPLICATION NO: 24

PERIOD TO: 05/19/23

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR:

Woodruff Construction, LLC
1890 Kountry Lane
Fort Dodge, IA 50501

ARCH / ENG: Bolton & Menk

1519 Baltimore Drive
Ames, IA 50010

PROJECT #: 21-042

CONTRACT #:

ORDER #:

REQ / REF #: A21.115919

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>27,358,700.00</u>
2. Net change by Change Orders	\$	<u>0.00</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>27,358,700.00</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>21,250,196.03</u>
5. RETAINAGE:		
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$	<u>867,108.22</u>
b. <u>5</u> % of Stored Material (Column F on G703)	\$	<u>195,401.59</u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>1,062,509.81</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>20,187,686.22</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>19,451,098.08</u>
8. CURRENT PAYMENT DUE	\$	<u>736,588.14</u>
9. BALANCE TO FINISH, INCL RETAINAGE (Line 3 less Line 6)	\$	<u>7,171,013.78</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Anthony Meisler Date: 5/23/23

State of: Iowa County of: Webster
Subscribed and sworn to before me this 23rd day of May
Notary Public: Christine Carlson
My Commission expires: 1-3-25



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 736,588.14

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: Andrew Scott Date: 5/31/23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 24

APPLICATION DATE: 5/23/2023

PERIOD TO: 5/19/2023

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
DIVISION 1									
1000.01	Mobilize, Bonds, Insurance	\$480,415.00	\$480,415.00	\$0.00		\$480,415.00	100.00%		\$24,020.75
1000.02	General Conditions	\$1,600,000.00	\$1,353,000.00	\$27,500.00		\$1,380,500.00	86.28%	\$219,500.00	\$69,025.00
1020.00	<i>General Construction Allowance</i>	<i>\$600,000.00</i>							
1020.01-1	Field Order #01 - Pump Manf & Docs Website	-\$5,096.00	(\$5,096.00)	\$0.00		(\$5,096.00)	100.00%		(\$254.80)
1020.01-2	Field Order #04 - Clarifier Subbase	-\$14,453.00	(\$14,453.00)	\$0.00		(\$14,453.00)	100.00%		(\$722.65)
1020.01-3	Field Order #05 - Rapid Mix Subbase	-\$2,040.00	(\$2,040.00)	\$0.00		(\$2,040.00)	100.00%		(\$102.00)
1020.01-4	Field Order #06R1 - UV Bldg Subbase	-\$9,300.00	(\$9,300.00)	\$0.00		(\$9,300.00)	100.00%		(\$465.00)
1020.01-5	Field Order #07R1 - CPB Subbase	\$17,478.00	\$17,478.00	\$0.00		\$17,478.00	100.00%		\$873.90
1020.01-6	Field Order #08 - Half Lites & Variocap	-\$176.00	(\$176.00)	\$0.00		(\$176.00)	100.00%		(\$8.80)
1020.01-7	Field Order #10R1 - WAS Tank Subbase	\$2,560.00	\$2,560.00	\$0.00		\$2,560.00	100.00%		\$128.00
1020.01-8	Field Order #11R1 - Clarifier Subbase	-\$2,182.00	(\$2,182.00)	\$0.00		(\$2,182.00)	100.00%		(\$109.10)
1020.01-9	Field Order #12 - Precast Parapet	\$14,952.00	\$14,952.00	\$0.00		\$14,952.00	100.00%		\$747.60
1020.01-10	Field Order #14 - CPB Sump Depth	\$4,089.00	\$4,089.00	\$0.00		\$4,089.00	100.00%		\$204.45
1020.01-11	Field Order #15 - Oper Bldg Subbase	\$1,160.00	\$1,160.00	\$0.00		\$1,160.00	100.00%		\$58.00
1020.01-12	Field Order #17 - Site Utilities	\$55,431.00	\$39,292.00	\$0.00		\$39,292.00	70.88%	\$16,139.00	\$1,964.60
1020.01-13	Field Order #18 - Dump Station Subbase	\$664.00	\$664.00	\$0.00		\$664.00	100.00%		\$33.20
1020.01-14	Field Order #19 - Retaining Wall Subbase	\$680.00	\$680.00	\$0.00		\$680.00	100.00%		\$34.00
1020.01-15	Field Order #20 - Nutrient LS Obstruction	\$7,851.00	\$7,851.00	\$0.00		\$7,851.00	100.00%		\$392.55
1020.01-16	Field Order #21 - Electrical Room Subbase	\$241.00	\$241.00	\$0.00		\$241.00	100.00%		\$12.05
1020.01-17	FO #25 - Scum Pipe, Dr 52, OB Air Pipe, UV Elec	-\$10,940.00	\$0.00	\$0.00		\$0.00	0.00%	(\$10,940.00)	\$0.00
1020.01-18	FO #27 - Exhaust Fan EF-5 Electrical	\$3,170.00	\$750.00	\$0.00		\$750.00	23.66%	\$2,420.00	\$37.50
1020.01-19	FO #30 - Elec Handhole Mods, Oper Bldg Hydrant	\$5,918.00	\$2,400.00	\$3,518.00		\$5,918.00	100.00%		\$295.90
1020.01-20	FO #31 - Admin Bldg Lab Tile Replacement	\$12,051.00	\$12,051.00	\$0.00		\$12,051.00	100.00%		\$602.55
1020.01-21	FO #32 - RDT Polymer Equipment	-\$814.00	(\$814.00)	\$0.00		(\$814.00)	100.00%		(\$40.70)
1020.01-22	FO #35 - Dump Station Drain Pipe	\$32,036.00	\$32,036.00	\$0.00		\$32,036.00	100.00%		\$1,601.80
1020.01-23	FO #35 - Admin Bldg Stairway Drywall	\$1,694.00	\$0.00	\$0.00		\$0.00	0.00%	\$1,694.00	\$0.00
1020.01-24	FO #35 - Tricking Filter Demolition	\$65,891.00	\$49,418.25	\$0.00		\$49,418.25	75.00%	\$16,472.75	\$2,470.91
1020.01-25	FO #36 - Elect Utility Service Conduit (balance)	\$3,597.00	\$3,597.00	\$0.00		\$3,597.00	100.00%		\$179.85
1020.01-26	FO #37 - Hoist Base Revisions	\$668.00	\$0.00	\$0.00		\$0.00	0.00%	\$668.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 24

APPLICATION DATE: 5/23/2023

PERIOD TO: 5/19/2023

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1020.01-27	FO #39 - Pipe Backfill & Admin Lab Piping	-\$70,533.00	(\$45,000.00)	\$0.00		(\$45,000.00)	63.80%	(\$25,533.00)	(\$2,250.00)
1020.01-28	FO #41 - Hollowcore Rough Edge Credit	-\$15,000.00	\$0.00	\$0.00		\$0.00	0.00%	(\$15,000.00)	\$0.00
1020.01-29	FO #43 - Fence and Gate Modifications	\$14,294.00	\$3,200.00	\$500.00		\$3,700.00	25.88%	\$10,594.00	\$185.00
1020.01-30	FO #44 - CPB Containment Walls & Sump Coating	\$4,100.00	\$0.00	\$0.00		\$0.00	0.00%	\$4,100.00	\$0.00
1020.01-31	FO #46 - Second Polymer Injection Ring	\$4,620.00	\$2,310.00	\$0.00		\$2,310.00	50.00%	\$2,310.00	\$115.50
1020.01-32	FO #47 - NB Lighting, UV Gates, Tracer Wire	\$3,340.00	\$0.00	\$0.00		\$0.00	0.00%	\$3,340.00	\$0.00
1020.01-33	FO #49 - WAS Tank Grounding, BS Tank Improv	\$20,981.00	\$0.00	\$1,500.00		\$1,500.00	7.15%	\$19,481.00	\$75.00
1020.01-34	FO #50 - CIP Conc Finish Credit, CU-5 Bracket	-\$14,024.00	\$0.00	\$0.00		\$0.00	0.00%	(\$14,024.00)	\$0.00
1020.01-35	FO #51 - Upsize STM-3, MH-10 Casting	\$6,477.00	\$0.00	\$0.00		\$0.00	0.00%	\$6,477.00	\$0.00
1020.02	<i>Chemical Feed Allowance</i>	<i>\$75,000.00</i>							
1020.02-1	FO #02 - Chemical Feed Equipment Buyout	\$63,850.00	\$0.00	\$0.00	\$63,850.00	\$63,850.00	100.00%		\$3,192.50
1020.02-2	FO #41 - Alum Tank Modular Stands	\$9,010.00	\$9,010.00	\$0.00		\$9,010.00	100.00%		\$450.50
1020.03	Screenings Washer/Compactor	\$65,000.00	\$0.00	\$0.00	\$64,411.00	\$64,411.00	99.09%	\$589.00	\$3,220.55
1020.04	<i>High Efficiency Blower System</i>	<i>\$470,000.00</i>							
1020.04-1	FO #02 - Blower System Buyout	\$465,000.00	\$444,998.00	\$0.00		\$444,998.00	95.70%	\$20,002.00	\$22,249.90
1020.04-2	FO #21 - Intake Housing Alternate Color	\$896.00	\$896.00	\$0.00		\$896.00	100.00%		\$44.80
1020.05	<i>Furnishings Allowance</i>	<i>\$20,000.00</i>							
1020.05-1	FO #27 - Admin Hallway Carpet & Furnishings	\$16,675.56	\$16,675.56	\$0.00		\$16,675.56	100.00%		\$833.78
1020.05-2	FO #32 - HDPE Lockers	\$1,040.00	\$1,040.00	\$0.00		\$1,040.00	100.00%		\$52.00
1020.06	Computer Allowance	\$30,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$30,000.00	\$0.00
1020.07	<i>Laboratory Equipment Allowance</i>	<i>\$20,000.00</i>							
1020.07-1	FO #25 - Lab Island Countertop & Cabinets	\$7,825.00	\$7,825.00	\$0.00		\$7,825.00	100.00%		\$391.25
1020.07-2	FO #27 - Admin Break Room Casework	\$5,241.00	\$5,241.00	\$0.00		\$5,241.00	100.00%		\$262.05
1020.08	Utility Service Allowance	\$30,000.00	\$30,000.00	\$0.00		\$30,000.00	100.00%		\$1,500.00
1020.09	Landscaping Allowance	\$20,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$20,000.00	\$0.00
1020.10	Radio SCADA Communication Allowance	\$60,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$60,000.00	\$0.00
Subtotal Division 1 =		\$3,470,415.00	\$2,464,768.81	\$33,018.00	\$128,261.00	\$2,626,047.81	75.67%	\$844,367.19	\$131,302.39
DIVISION 2									
2060.01	Asbestos & Lead Remediation	\$31,900.00	\$12,500.00	\$0.00		\$12,500.00	39.18%	\$19,400.00	\$625.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 24

APPLICATION DATE: 5/23/2023

PERIOD TO: 5/19/2023

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
2060.02	Demolition	\$339,250.00	\$70,750.00	\$0.00		\$70,750.00	20.85%	\$268,500.00	\$3,537.50
2100.00	Site Preparation	\$91,300.00	\$70,750.00	\$12,000.00		\$82,750.00	90.64%	\$8,550.00	\$4,137.50
2140.00	Dewatering	\$690,500.00	\$681,500.00	\$2,500.00		\$684,000.00	99.06%	\$6,500.00	\$34,200.00
2210.00	Finish Grading	\$37,000.00	\$0.00	\$12,500.00		\$12,500.00	33.78%	\$24,500.00	\$625.00
2220.00	Excavation & Backfill	\$1,190,500.00	\$1,136,500.00	\$35,000.00		\$1,171,500.00	98.40%	\$19,000.00	\$58,575.00
2221.00	Pavement & Misc Structures Removal	\$56,300.00	\$0.00	\$0.00		\$0.00	0.00%	\$56,300.00	\$0.00
2330.00	Excavation & Embankment - Roadway & Pavement	\$145,500.00	\$0.00	\$0.00		\$0.00	0.00%	\$145,500.00	\$0.00
2370.00	Erosion & Sediment Control	\$36,500.00	\$26,000.00	\$1,000.00		\$27,000.00	73.97%	\$9,500.00	\$1,350.00
2550.00	Site Utilities	\$4,255,000.00	\$3,422,823.01	\$45,000.00	\$190,766.68	\$3,658,589.69	85.98%	\$596,410.31	\$182,929.48
2600.00	Roads, Walks & Curbs	\$350,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$350,000.00	\$0.00
2830.00	Chain Link Fence & Gates	\$39,500.00	\$0.00	\$3,950.00		\$3,950.00	10.00%	\$35,550.00	\$197.50
2920.00	Soil Preparation, Seeding & Sodding	\$15,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$15,000.00	\$0.00
Subtotal Division 2 =		\$7,278,250.00	\$5,420,823.01	\$111,950.00	\$190,766.68	\$5,723,539.69	78.64%	\$1,554,710.31	\$286,176.98
DIVISION 3									
3200.00	Concrete Reinforcement	\$750,000.00	\$693,990.00	\$4,000.00	\$43,823.80	\$741,813.80	98.91%	\$8,186.20	\$37,090.69
3300.00	Cast-in-Place Concrete	\$3,240,000.00	\$3,025,000.00	\$65,000.00		\$3,090,000.00	95.37%	\$150,000.00	\$154,500.00
3400.00	Structural Precast Concrete	\$725,000.00	\$725,000.00	\$0.00		\$725,000.00	100.00%		\$36,250.00
Subtotal Division 3 =		\$4,715,000.00	\$4,443,990.00	\$69,000.00	\$43,823.80	\$4,556,813.80	96.65%	\$158,186.20	\$227,840.69
DIVISION 4									
4200.00	Unit Masonry	\$11,000.00	\$7,500.00	\$0.00		\$7,500.00	68.18%	\$3,500.00	\$375.00
Subtotal Division 4 =		\$11,000.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	68.18%	\$3,500.00	\$375.00
DIVISION 5									
5100.00	Structural Metal Framing	\$545,500.00	\$79,000.00	\$1,750.00	\$419,856.00	\$500,606.00	91.77%	\$44,894.00	\$25,030.30
5500.00	Misc Metal Work	\$80,000.00	\$32,000.00	\$1,500.00		\$33,500.00	41.88%	\$46,500.00	\$1,675.00
5520.00	Handrails & Railing	\$55,000.00	\$22,500.00	\$500.00		\$23,000.00	41.82%	\$32,000.00	\$1,150.00
Subtotal Division 5 =		\$680,500.00	\$133,500.00	\$3,750.00	\$419,856.00	\$557,106.00	81.87%	\$123,394.00	\$27,855.30

CONTINUATION SHEET

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APPLICATION DATE: 5/23/2023

PERIOD TO: 5/19/2023

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
DIVISION 6									
6100.00	Rough Carpentry	\$12,000.00	\$11,000.00	\$0.00		\$11,000.00	91.67%	\$1,000.00	\$550.00
6200.00	Finish Carpentry	\$2,500.00	\$1,000.00	\$0.00		\$1,000.00	40.00%	\$1,500.00	\$50.00
6410.00	Solid Surface Sills & Thresholds	\$2,500.00	\$2,500.00	\$0.00		\$2,500.00	100.00%		\$125.00
Subtotal Division 6 =		\$17,000.00	\$14,500.00	\$0.00	\$0.00	\$14,500.00	85.29%	\$2,500.00	\$725.00
DIVISION 7									
7150.00	Damproofing	\$15,000.00	\$15,000.00	\$0.00		\$15,000.00	100.00%		\$750.00
7190.00	Vapor Barrier	\$2,000.00	\$2,000.00	\$0.00		\$2,000.00	100.00%		\$100.00
7210.00	Building Insulation	\$4,500.00	\$4,500.00	\$0.00		\$4,500.00	100.00%		\$225.00
7412.00	Insulated Metal Panels	\$10,500.00	\$0.00	\$0.00		\$0.00	0.00%	\$10,500.00	\$0.00
7535.00	Fully-Adhered Membrane Roofing	\$194,300.00	\$193,215.00	\$0.00		\$193,215.00	99.44%	\$1,085.00	\$9,660.75
7600.00	Flashing & Sheet Metal	\$22,000.00	\$21,700.00	\$0.00		\$21,700.00	98.64%	\$300.00	\$1,085.00
7900.00	Caulking & Sealants	\$25,000.00	\$17,500.00	\$0.00		\$17,500.00	70.00%	\$7,500.00	\$875.00
Subtotal Division 7 =		\$273,300.00	\$253,915.00	\$0.00	\$0.00	\$253,915.00	92.91%	\$19,385.00	\$12,695.75
DIVISION 8									
8110.00	Doors & Frames	\$58,000.00	\$58,000.00	\$0.00		\$58,000.00	100.00%		\$2,900.00
8360.00	Upward-Acting Sectional Doors	\$13,300.00	\$4,500.00	\$0.00		\$4,500.00	33.83%	\$8,800.00	\$225.00
8400.00	Aluminum Doors & Frames	\$4,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$4,000.00	\$0.00
8500.00	Windows	\$6,125.00	\$6,125.00	\$0.00		\$6,125.00	100.00%		\$306.25
8700.00	Hardware	\$22,250.00	\$12,100.00	\$0.00	\$3,000.00	\$15,100.00	67.87%	\$7,150.00	\$755.00
8800.00	Glass & Glazing	\$3,800.00	\$3,800.00	\$0.00		\$3,800.00	100.00%		\$190.00
Subtotal Division 8 =		\$107,475.00	\$84,525.00	\$0.00	\$3,000.00	\$87,525.00	81.44%	\$19,950.00	\$4,376.25
DIVISION 9									
9111.00	Non-Load-Bearing Wall Framing	\$1,750.00	\$0.00	\$0.00		\$0.00	0.00%	\$1,750.00	\$0.00
9260.00	Plastic Paneling	\$7,000.00	\$7,000.00	\$0.00		\$7,000.00	100.00%		\$350.00
9500.00	Acoustical Ceiling System	\$1,725.00	\$1,725.00	\$0.00		\$1,725.00	100.00%		\$86.25
9900.00	Wastewater Treatment Facility Painting	\$500,000.00	\$84,500.00	\$82,500.00		\$167,000.00	33.40%	\$333,000.00	\$8,350.00

CONTINUATION SHEET

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APPLICATION NO: 24

APPLICATION DATE: 5/23/2023

PERIOD TO: 5/19/2023

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
Subtotal Division 9 =		\$510,475.00	\$93,225.00	\$82,500.00	\$0.00	\$175,725.00	34.42%	\$334,750.00	\$8,786.25
DIVISION 10									
10250.00	Safety Devices	\$3,500.00	\$0.00	\$0.00		\$0.00	0.00%	\$3,500.00	\$0.00
10400.00	Identifying Devices	\$8,400.00	\$0.00	\$0.00		\$0.00	0.00%	\$8,400.00	\$0.00
10510.00	HDPE Lockers	\$2,670.00	\$2,670.00	\$0.00		\$2,670.00	100.00%		\$133.50
10800.00	Toilet Accessories	\$3,300.00	\$3,300.00	\$0.00		\$3,300.00	100.00%		\$165.00
Subtotal Division 10 =		\$17,870.00	\$5,970.00	\$0.00	\$0.00	\$5,970.00	33.41%	\$11,900.00	\$298.50
DIVISION 11									
11240.00	Chemical Feed Equipment	<i>See Allowance</i>							
11245.00	Polymer Mix/Feed System	<i>See Allowance</i>							
11248.00	Alum Feed System	<i>See Allowance</i>							
11261.00	Hypochlorite Feed System	<i>See Allowance</i>							
11265.00	Ultraviolet Disinfection	\$268,000.00	\$22,500.00	\$0.00	\$157,500.00	\$180,000.00	67.16%	\$88,000.00	\$9,000.00
11280.00	Hydraulic Gates	\$84,000.00	\$4,400.00	\$5,000.00	\$54,710.00	\$64,110.00	76.32%	\$19,890.00	\$3,205.50
11310.00	Centrifugal Wastewater Pumps	\$175,000.00	\$172,475.00	\$0.00		\$172,475.00	98.56%	\$2,525.00	\$8,623.75
11311.00	Submersible Centrifugal Pumps	\$465,000.00	\$0.00	\$0.00	\$379,866.00	\$379,866.00	81.69%	\$85,134.00	\$18,993.30
11312.00	Self-Priming Centrifugal Pumps	\$70,000.00	\$0.00	\$0.00	\$55,000.00	\$55,000.00	78.57%	\$15,000.00	\$2,750.00
11315.00	Rotary Lobe Pump	\$120,000.00	\$88,116.00	\$0.00	\$25,872.00	\$113,988.00	94.99%	\$6,012.00	\$5,699.40
11320.00	Grit Removal & Separation Equipment	\$160,000.00	\$0.00	\$0.00	\$126,000.00	\$126,000.00	78.75%	\$34,000.00	\$6,300.00
11330.00	Screenings Washer Compactor	<i>See Allowance</i>							
11335.00	Jet Mixing/Aeration System	\$281,000.00	\$0.00	\$0.00	\$229,335.00	\$229,335.00	81.61%	\$51,665.00	\$11,466.75
11351.00	Clarifier Equipment	\$545,000.00	\$528,100.00	\$500.00		\$528,600.00	96.99%	\$16,400.00	\$26,430.00
11374.00	Fine Pore Membrane Aeration Equipment	\$94,600.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	79.28%	\$19,600.00	\$3,750.00
11376.00	High Efficiency Blower System	<i>See Allowance</i>							
11384.00	Rotary Drum Thickener	\$230,000.00	\$196,328.00	\$0.00		\$196,328.00	85.36%	\$33,672.00	\$9,816.40
11385.00	Course Bubble Mixing System	\$180,400.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	83.15%	\$30,400.00	\$7,500.00
11386.00	Rapid Mixers	\$48,000.00	\$41,500.00	\$6,500.00		\$48,000.00	100.00%		\$2,400.00
11630.00	Automatic Sampler	\$23,500.00	\$0.00	\$0.00	\$14,158.00	\$14,158.00	60.25%	\$9,342.00	\$707.90

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Subtotal Division 11 =		\$2,744,500.00	\$1,053,419.00	\$12,000.00	\$1,267,441.00	\$2,332,860.00	85.00%	\$411,640.00	\$116,643.00
DIVISION 12									
12300.00	Furnishings	<i>See Allowance</i>							
12346.00	Casework	\$8,000.00	\$8,000.00	\$0.00		\$8,000.00	100.00%		\$400.00
Subtotal Division 12 =		\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100.00%		\$400.00
DIVISION 13									
13125.00	Pre-Engineered Tanks & Tank Covers	\$438,515.00	\$341,081.00	\$0.00	\$57,434.00	\$398,515.00	90.88%	\$40,000.00	\$19,925.75
13852.00	Grating	\$50,000.00	\$3,500.00	\$0.00	\$44,102.13	\$47,602.13	95.20%	\$2,397.87	\$2,380.11
13901.00	Stainless Steel Weir Plates	\$5,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$5,000.00	\$0.00
Subtotal Division 13 =		\$493,515.00	\$344,581.00	\$0.00	\$101,536.13	\$446,117.13	90.40%	\$47,397.87	\$22,305.86
DIVISION 14									
14300.00	Hoists & Cranes	\$6,150.00	\$0.00	\$0.00	\$5,615.00	\$5,615.00	91.30%	\$535.00	\$280.75
14500.00	Material Handling Equipment	\$1,500.00	\$0.00	\$0.00		\$0.00	0.00%	\$1,500.00	\$0.00
14600.00	Conveyance Equipment	\$4,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$4,000.00	\$0.00
14620.00	Portable Hoist	\$21,750.00	\$6,525.00	\$0.00		\$6,525.00	30.00%	\$15,225.00	\$326.25
Subtotal Division 14 =		\$33,400.00	\$6,525.00	\$0.00	\$5,615.00	\$12,140.00	36.35%	\$21,260.00	\$607.00
DIVISION 15									
15000.00	Mechanical General Provisions	\$80,000.00	\$64,000.00	\$1,000.00		\$65,000.00	81.25%	\$15,000.00	\$3,250.00
15060.00	Process Piping & Pipe Fittings	\$1,800,000.00	\$265,500.00	\$30,000.00	\$882,356.12	\$1,177,856.12	65.44%	\$622,143.88	\$58,892.81
15100.00	Valves & Electric Valve Actuators	\$865,000.00	\$75,000.00	\$7,500.00	\$612,660.00	\$695,160.00	80.37%	\$169,840.00	\$34,758.00
15250.00	Mechanical Insulation	\$55,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$55,000.00	\$0.00
15410.00	Plumbing Piping	\$220,000.00	\$105,000.00	\$30,000.00		\$135,000.00	61.36%	\$85,000.00	\$6,750.00
15430.00	Plumbing Specialties	\$35,000.00	\$17,500.00	\$5,000.00	\$6,993.13	\$29,493.13	84.27%	\$5,506.87	\$1,474.66
15440.00	Plumbing Fixtures	\$17,000.00	\$17,000.00	\$0.00		\$17,000.00	100.00%		\$850.00
15450.00	Plumbing Equipment	\$34,500.00	\$5,000.00	\$1,500.00	\$16,430.00	\$22,930.00	66.46%	\$11,570.00	\$1,146.50
15485.00	Natural Gas Piping Systems	\$102,000.00	\$0.00	\$0.00	\$6,186.85	\$6,186.85	6.07%	\$95,813.15	\$309.34

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15530.00	Refrigeration Piping System	\$7,000.00	\$250.00	\$1,500.00		\$1,750.00	25.00%	\$5,250.00	\$87.50
15620.00	Fuel Fired Heaters	\$188,000.00	\$20,250.00	\$10,000.00	\$125,637.00	\$155,887.00	82.92%	\$32,113.00	\$7,794.35
15780.00	Packaged Air Conditioning Units	\$43,000.00	\$10,000.00	\$5,000.00	\$14,632.00	\$29,632.00	68.91%	\$13,368.00	\$1,481.60
15790.00	Air Coils	\$39,500.00	\$10,000.00	\$5,000.00		\$15,000.00	37.97%	\$24,500.00	\$750.00
15820.00	Dehumidifier	\$19,000.00	\$0.00	\$0.00	\$15,100.00	\$15,100.00	79.47%	\$3,900.00	\$755.00
15860.00	Centrifugal Fans	\$20,000.00	\$2,000.00	\$750.00	\$16,500.00	\$19,250.00	96.25%	\$750.00	\$962.50
15870.00	Power Ventilators	\$23,000.00	\$4,750.00	\$1,500.00	\$15,219.00	\$21,469.00	93.34%	\$1,531.00	\$1,073.45
15885.00	Air Cleaning Devices	\$4,000.00	\$0.00	\$2,750.00		\$2,750.00	68.75%	\$1,250.00	\$137.50
15890.00	Ductwork	\$145,000.00	\$93,439.50	\$25,000.00		\$118,439.50	81.68%	\$26,560.50	\$5,921.98
15910.00	Ductwork Accessories	\$15,000.00	\$11,315.00	\$1,000.00		\$12,315.00	82.10%	\$2,685.00	\$615.75
15930.00	Air Terminal Units	\$11,500.00	\$5,750.00	\$1,500.00		\$7,250.00	63.04%	\$4,250.00	\$362.50
15940.00	Air Outlets & Inlets	\$4,000.00	\$4,000.00	\$0.00		\$4,000.00	100.00%		\$200.00
15950.00	HVAC Controls	\$109,000.00	\$26,000.00	\$15,500.00		\$41,500.00	38.07%	\$67,500.00	\$2,075.00
15990.00	Testing, Adjusting & Balancing	\$11,500.00	\$0.00	\$0.00		\$0.00	0.00%	\$11,500.00	\$0.00
Subtotal Division 15 =		\$3,848,000.00	\$736,754.50	\$144,500.00	\$1,711,714.10	\$2,592,968.60	67.38%	\$1,255,031.40	\$129,648.43
DIVISION 16									
16010.00	Electrical General Provisions	\$40,000.00	\$30,750.00	\$1,000.00		\$31,750.00	79.38%	\$8,250.00	\$1,587.50
16100.00	Basic Materials & Methods	\$36,000.00	\$28,500.00	\$500.00		\$29,000.00	80.56%	\$7,000.00	\$1,450.00
16150.00	Motors	\$304,000.00	\$91,000.00	\$21,500.00		\$112,500.00	37.01%	\$191,500.00	\$5,625.00
16200.00	Power Generation System	\$378,000.00	\$363,000.00	\$0.00		\$363,000.00	96.03%	\$15,000.00	\$18,150.00
16400.00	Electrical Distribution	\$1,030,000.00	\$669,500.00	\$30,900.00		\$700,400.00	68.00%	\$329,600.00	\$35,020.00
16500.00	Lighting	\$174,000.00	\$67,500.00	\$10,000.00	\$36,018.00	\$113,518.00	65.24%	\$60,482.00	\$5,675.90
16700.00	Special Systems	\$83,000.00	\$8,300.00	\$0.00		\$8,300.00	10.00%	\$74,700.00	\$415.00
16900.00	Starters & Motor Control	\$205,000.00	\$41,000.00	\$0.00		\$41,000.00	20.00%	\$164,000.00	\$2,050.00
16950.00	Instrumentation & Control	\$900,000.00	\$240,950.00	\$209,050.00		\$450,000.00	50.00%	\$450,000.00	\$22,500.00
Subtotal Division 16 =		\$3,150,000.00	\$1,540,500.00	\$272,950.00	\$36,018.00	\$1,849,468.00	58.71%	\$1,300,532.00	\$92,473.40
GRAND TOTALS		\$27,358,700.00	\$16,612,496.32	\$729,668.00	\$3,908,031.71	\$21,250,196.03	77.67%	\$6,108,503.97	\$1,062,509.80



INVOICE

Invoice # S667072
Invoice Date 4/20/23
Account # 143055
Sales Rep MICHAEL HARDY
Phone # 515-986-4000
Branch # 223 Grimes, IA
Total Amount Due \$1,032.05

1830 Craig Park Court
St. Louis, MO 63146



298 1 MB 0.531 E0267X I0385 D10750242583 S2 P9643847 0001:0002



WOODRUFF CONSTRUCTION LLC
 1890 KOUNTRY LN
 FORT DODGE IA 50501-8722

Remit To:
 CORE & MAIN LP
 PO BOX 28330
 ST LOUIS, MO 63146

Backordered from:

Shipped to: 4/12/23 S640669

CUSTOMER PICK-UP -

CUSTOMER JOB- PERRY PERRY WWTF FLG BOLT KITS

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/06/23	4/19/23		PERRY WWTF	PERRY		WILL CALL	S667072

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
24AFBNKZ12	12 ZINC PLTD HEX BOLT&NUT KIT	10	10		24.15000	EA	241.50
24AFBNKS12304	12 304SS HEX BOLT & NUT KIT	10	10		61.85000	EA	618.50
24AFBNKS14304	14 304SS HEX BOLT & NUT KIT	1	1		39.60000	EA	39.60
24AFGFG06A3000	6X1/8 GARLOK 3000 FLG GSK FF 150# BLUE-GARD	1	1		14.90000	EA	14.90
24AFGFG10A3000	10X1/8 GARLOK 3000 FLG GSK FF 150# BLUE-GARD	1	1		31.55000	EA	31.55
24AFBNKZ08	8 ZINC PLTD HEX BOLT & NUT KIT	8	8		10.75000	EA	86.00

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**Online
ADVANTAGE**

- Pay Online
- Paperless Billing
- Invoice Reprints
- Signed Delivery Receipts

Remit payment to the address shown on this invoice or access your account in Online Advantage to pay online.

Freight Delivery Handling Restock Misc.

Subtotal: 1,032.05
Other: 0.00
Tax: 0.00
Invoice Total: \$1,032.05

Terms: NET 30
 Ordered By: TOM

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



DUPLICATE
INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # S611764
Invoice Date 4/12/23
Account # 143055
Sales Rep MICHAEL HARDY
Phone # 515-986-4000
Branch #223 Grimes, IA
Total Amount Due \$2,890.34

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

WOODRUFF CONSTRUCTION LLC
1890 KOUNTRY LN
FORT DODGE IA 50501 8722

Shipped To:
14323 Ivy Place
Perry, IA

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered 3/31/23 Date Shipped 4/11/23 Customer PO # SEE BELOW Job # Job Name Bill of Lading Shipped Via CORE & MAIN LP Invoice# S611764

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
	CUSTOMER PO#- EMAIL 3/31/23						
24T04X040FPR	4 FLG CROSS C110 PR USA	1	1		700.00000	EA	700.00
24T06R04FPR	6X4 FLG RED C110 PR USA	1	1		450.00000	EA	450.00
24AFGFR08A	8X1/8 FLG FF RR GASKET	3	3		3.50000	EA	10.50
/21017316090	8 304SS HEX BOLT&NUT KIT USA	3	3		170.00000	EA	510.00
24AFGFR04A	4X1/8 FLG FF RR GASKET	7	7		2.25000	EA	15.75
/21017316091	4 304SS HEX BOLT&NUT KIT USA	7	7		120.00000	EA	840.00
70317069008	317-069008-000 6X1IP SADDLE EPOXY W/304SS STRAPS 5.94-6.90 OD	1	1		175.00000	EA	175.00

Proof of Delivery
Signed by: *JEFF*
JEFF
04/11/2023 19:43

Freight Delivery Handling Restock Misc
Terms: NET 30
Ordered By: LOREN

Subtotal: 2,701.25
Other: .00
Tax: ~~189.09~~
Invoice Total: ~~\$2,890.34~~

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>



INVOICE

Invoice # S395023
Invoice Date 4/28/23
Account # 143055
Sales Rep MICHAEL HARDY
Phone # 515-986-4000
Branch # 223 Grimes, IA
Total Amount Due \$37,454.64

1830 Craig Park Court
St. Louis, MO 63146

Remit To:
 CORE & MAIN LP
 PO BOX 28330
 ST LOUIS, MO 63146

4441 1 MB 0.531 ED224X 10273 D10821079265 S2 P9663381 0001:0001



WOODRUFF CONSTRUCTION LLC
 1890 KOUNTRY LN
 FORT DODGE IA 50501-8722

Shipped to:
 14323 IVY PLACE
 JEFF 515.302.0144
 PERRY, IA

CUSTOMER JOB- PERRY PERRY WWTF PIPE SUPPORTS

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
2/17/23	4/20/23	21042-28	PERRY WWTF	PERRY		DIRECT	S395023

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
	CORE & MAIN PO#- 1198232						
/80017272918	PIPE SUPPORTS FOR PERRY, IA WWTP IMPROVEMENTS, LUMP SUM BILL PER SHIPMENT	3	3		50000.00000	EA	150,000.00
/80017344800	PIPE SUPPORTS RELEASE #1	1	1		15564.96000	EA	15,564.96
/80017344801	PIPE SUPPORTS RELEASE #2	1	1		10369.72000	EA	10,369.72
/80017344802	PIPE SUPPORTS RELEASE #3	1	1		10115.11000	EA	10,115.11
/80017344803	PIPE SUPPORTS RELEASE #4	1	1		1404.85000	EA	1,404.85

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Online
ADVANTAGE

- Pay Online
- Paperless Billing
- Invoice Reprints
- Signed Delivery Receipts

Remit payment to the address shown on this invoice or access your account in Online Advantage to pay online.

Freight	Delivery	Handling	Restock	Misc.	Subtotal:	37,454.64
					Other:	0.00
					Tax:	0.00
					Invoice Total:	\$37,454.64

Terms: NET 30
 Ordered By: ANTHONY

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



AMERICAN UNDERGROUND SUPPLY DE SOTO
 33 ELLEFSON DRIVE
 DE SOTO, IA 50069
 Phone
 Fax



Invoice

INVOICE DATE	INVOICE NUMBER
03/17/2023	S100028392.001
REMIT TO: AMERICAN UNDERGROUND SUPPLY 3008 MORNINGSIDE RD FREMONT, NE 68025	
PAGE NO.	
1 of 1	

BILL TO:

SHIP TO:

WOODRUFF CONSTRUCTION, INC.
 1890 KOUNTRY LANE
 FORT DODGE, IA 50501

WOODRUFF CONSTRUCTION, INC.
 1890 KOUNTRY LANE
 FORT DODGE, IA 50501

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
1955			Mike Burton	
WRITER	SHIP VIA	TERMS	SHIP DATE	ORDER DATE
Mike Burton	WILL CALL	Net 30 Days	03/17/2023	03/17/2023
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
2ea	2ea	6" FLANGE X FLANGE BALL CHECK VALVE 53-150-80X 6FBCV 2023/03/17 09:53:08 AM S100028392.001 5100027757 MIKE	2250.000/ea	4500.00

**** REPRINT ** REPRINT ** REPRINT ****

Invoice is due by 04/16/2023

Past Due invoices may be subject to 1.50% late charge.

Subtotal	4500.00
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	4500.00

This Invoice, together with the AUS Terms and Conditions located at ausupply.com and incorporated by this reference, form the entire agreement between the parties in respect of the products set forth herein. Notwithstanding anything to the contrary in any document provided by Buyer, any product provided by Seller to Buyer related to this Invoice, is conditioned upon Buyer's acceptance of the AUS Terms and Conditions. Any additional, conflicting or different terms proffered by Buyer shall be deemed null and void.



**BOLTON
& MENK**

Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

May 31, 2023

City of Perry
Attn: Sven Peterson, City Administrator
1102 Willis Avenue
Perry, Iowa 50220

Re: 2020 Downtown Street and Utility Improvements
City of Perry, Iowa
BMI Project No.: A13.119988

Dear Sven:

Enclosed is Pay Request #6 in the amount of \$871,207.20 for your review and acceptance of the above referenced project. The document has been signed by the Contractor and the Engineer and is recommended for approval at the June 5th, 2023 council meeting.

Crow River Construction has recently completed the paving of Bateman Avenue. Paving will continue along 3rd Street and 4th Street in the coming weeks. Additional crews will prepare and install sidewalks following completion of the roadways.

A representative of Bolton & Menk will be present at the meeting should you have any questions.

Sincerely,

Bolton & Menk, Inc.

Matthew W. Ferrier, P.E.
Principal Engineer
A13.119988:csh

Encl.

Contractor's Application for Payment

Owner: CITY OF PERRY, IOWA	Owner's Project No.: _____
Engineer: BOLTON & MENK, INC.	Engineer's Project No.: A13.119988
Contractor: CROW RIVER CONSTRUCTION	Agency's Project No.: _____
Project: 2020 DOWNTOWN STREET AND UTILITY IMPROVEMENTS	
Contract: _____	
Application No.: 6	Application Date: 5/26/2023
Application Period: From 4/25/2023	to 5/26/2023

1. Original Contract Price	\$ 3,244,200.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 3,244,200.00
4. Total Work completed and materials stored to date (Sum of Column H Unit Price Total and Column M Stored Materials)	\$ 2,379,665.73
5. Retainage	
a. 5% X \$ 2,319,992.86 Work Completed	\$ 115,999.64
b. _____ X \$ 59,672.87 Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 115,999.64
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 2,263,666.09
7. Less previous payments	\$ 1,392,458.89
8. Amount due this application	\$ 871,207.20

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Crow River Construction, 9338 187th Avenue NE, New London, MN 56273

Signature: *Devon Lien* **Date:** 5-31-2023

Name: Devon Lien **Title:** Vice President

<p>Recommended by Engineer: Bolton & Menk, Inc. 430 E. Grand Avenue, Suite 101 Des Moines, Iowa 50309-1981</p> <p>By: <u><i>Matthew W. Ferrier</i></u> Name: <u>Matthew W. Ferrier, P.E.</u> Title: <u>Project Engineer</u> Date: <u>5-31-2023</u></p>	<p>Approved by Owner: City of Perry 1102 Willis Avenue, PO Box 545 Perry, Iowa 50220</p> <p>By: _____ Name: <u>John Andorf</u> Title: <u>Mayor</u> Date: _____</p>
--	--

Progress Estimate - Unit Price Work

Owner: CITY OF PERRY, IOWA
 Engineer: BOLTON & MENK, INC.
 Contractor: CROW RIVER CONSTRUCTION
 Project: 2020 DOWNTOWN STREET AND UTILITY IMPROVEMENTS

Owner's Project No.:
 Engineer's Project No.: A13.119988
 Contractor's Project No.:
 Agency's Project No.:

Contractor's Application for Payment

Application No.: 6 From 04/25/23 to 05/26/23 Application Period: 05/26/23

A Bid Item No.	B Description	C		D Contract Information		E Unit Price (\$)	F Value of Bid Item (C X E)	F1 Quantity Previous Estimate	F2 Value Previous Estimate	G		H Value of Work Completed to Date (E X G)	K % of Value of Item (J / F)	L Balance to Finish (F - J)
		Item Quantity	Units	Estimated Quantity Incorporated in the Work	Work Completed									
Original Contract														
1	CLEARING AND GRUBBING	1.00	LS	5,000.00		5,000.00	5,000.00	0.50	2,500.00	0.50	2,500.00	50%	2,500.00	
2	TOPSOIL, OFF-SITE	1,130.00	CY	35.00		39,550.00	39,550.00	150.00	5,250.00	150.00	5,250.00	13%	34,300.00	
3	EXCAVATION, CLASS 13	850.00	CY	15.00		12,750.00	12,750.00	500.00	7,500.00	500.00	11,250.00	59%	1,500.00	
4	SUBGRADE PREPARATION	10,165.00	SY	5.00		50,825.00	50,825.00	3,800.00	19,000.00	3,800.00	36,740.00	37%	14,085.00	
5	SUBBASE, MODIFIED, 6"	10,165.00	SY	16.00		162,640.00	162,640.00	3,800.00	60,800.00	3,800.00	117,568.00	37%	45,072.00	
6	REMOVAL OF STRUCTURE, RETAINING WALL/LANDSCAPE	1.00	LS	5,000.00		5,000.00	5,000.00	0.75	3,750.00	0.75	3,750.00	75%	1,250.00	
7	EXPLORATORY EXCAVATION	15.00	EA	200.00		3,000.00	3,000.00	4.00	800.00	4.00	800.00	27%	2,200.00	
8	SANITARY SEWER GRAVITY MAIN, TRENCHED, SDR 26, 8"	943.00	LF	75.00		70,725.00	70,725.00	249.00	18,675.00	249.00	39,525.00	26%	31,200.00	
9	SANITARY SEWER GRAVITY MAIN, TRENCHED, SDR 26, 10"	94.00	LF	95.00		8,930.00	8,930.00	102.00	9,690.00	102.00	9,690.00	109%	(760.00)	
10	SANITARY SEWER GRAVITY MAIN, TRENCHED, SDR 26, 12"	1,252.00	LF	100.00		125,200.00	125,200.00	1,174.00	117,400.00	1,174.00	135,150.00	94%	(9,950.00)	
11	SANITARY SEWER SERVICE STUB, SDR 23.5, 6"	210.00	LF	62.00		13,020.00	13,020.00	79.00	4,898.00	79.00	6,572.00	38%	6,448.00	
12	REMOVAL OF SANITARY SEWER, LESS THAN 36"	792.00	LF	5.00		3,960.00	3,960.00	505.00	2,525.00	505.00	2,525.00	64%	1,435.00	
13	STORM SEWER, TRENCHED, HDPE, 8"	150.00	LF	185.00		27,750.00	27,750.00	95.00	17,575.00	95.00	17,575.00	63%	10,175.00	
14	STORM SEWER, TRENCHED, HDPE, 15"	271.00	LF	90.00		24,390.00	24,390.00	269.00	24,210.00	269.00	24,210.00	99%	180.00	
15	STORM SEWER, TRENCHED, RCP, 15"	317.00	LF	110.00		34,870.00	34,870.00	91.00	10,010.00	91.00	26,510.00	29%	8,360.00	
16	STORM SEWER, TRENCHED, RCP, 18"	144.00	LF	115.00		16,560.00	16,560.00	-	-	-	6,497.50	-	10,062.50	
17	STORM SEWER, TRENCHED, RCP, 24"	1,043.00	LF	145.00		151,235.00	151,235.00	661.00	95,845.00	661.00	130,935.00	63%	20,300.00	
18	STORM SEWER, TRENCHED, RCP, 30"	832.00	LF	205.00		170,560.00	170,560.00	385.00	78,925.00	385.00	174,557.50	48%	(3,997.50)	
19	REMOVAL OF STORM SEWER, LESS THAN 36"	1,020.00	LF	15.00		15,300.00	15,300.00	778.00	11,670.00	778.00	13,755.00	76%	1,545.00	
20	CONNECT TO STORM SEWER	3.00	EA	1,500.00		4,500.00	4,500.00	-	-	-	3,000.00	-	1,500.00	
21	SUBDRAIN, 6"	3,265.00	LF	20.00		65,300.00	65,300.00	880.00	17,600.00	880.00	41,760.00	27%	23,540.00	
22	SUBDRAIN, CLEANOUT, TYPE A-1, 6"	5.00	EA	1,600.00		8,000.00	8,000.00	2.00	3,200.00	2.00	11,200.00	40%	(3,200.00)	
23	SUBDRAIN OUTLETS AND CONNECTIONS, 6"	13.00	EA	1,250.00		16,250.00	16,250.00	3.00	3,750.00	3.00	13,750.00	23%	2,500.00	
24	WATER MAIN, TRENCHED, DR 18, 6"	161.00	LF	80.00		12,880.00	12,880.00	31.00	2,480.00	31.00	3,840.00	19%	9,040.00	
25	WATER MAIN, TRENCHED, DR 18, 8"	1,820.00	LF	85.00		154,700.00	154,700.00	741.50	63,027.50	741.50	127,712.50	41%	26,987.50	
26	FITTING, WATERMAIN	2,300.00	LB	15.00		34,500.00	34,500.00	1,193.00	17,895.00	1,193.00	13,286.00	159%	(6,526.00)	
27	WATER SERVICE PIPE, TYPE K COPPER, 1"	130.00	LF	52.00		6,760.00	6,760.00	206.50	10,738.00	206.50	2,300.00	75%	-	
28	WATER SERVICE CORPORATION	4.00	EA	575.00		2,300.00	2,300.00	3.00	1,725.00	3.00	2,300.00	75%	-	
29	WATER SERVICE CURB STOP AND BOX	4.00	EA	575.00		2,300.00	2,300.00	3.00	1,725.00	3.00	2,300.00	75%	-	
30	WATER MAIN OFFSET	4.00	EA	6,500.00		26,000.00	26,000.00	3.00	19,500.00	3.00	19,500.00	75%	6,500.00	
31	VALVE, GATE, 8"	16.00	EA	2,750.00		44,000.00	44,000.00	8.00	22,000.00	8.00	35,750.00	50%	8,250.00	
32	FIRE HYDRANT ASSEMBLY	6.00	EA	9,000.00		54,000.00	54,000.00	3.00	27,000.00	3.00	45,000.00	50%	9,000.00	
33	SANITARY MANHOLE, SW-301, 48"	10.00	EA	6,550.00		65,500.00	65,500.00	6.00	39,300.00	6.00	58,950.00	60%	6,550.00	
34	STORM MANHOLE, SW-401, 48" (SIZE)	5.00	EA	5,100.00		25,500.00	25,500.00	2.00	10,200.00	2.00	15,300.00	40%	10,200.00	
35	STORM MANHOLE, SW-401, 60" (SIZE)	2.00	EA	9,750.00		19,500.00	19,500.00	-	-	-	19,500.00	-	-	
36	STORM MANHOLE, SW-401, 72" (SIZE)	1.00	EA	9,550.00		9,550.00	9,550.00	1.00	9,550.00	1.00	9,550.00	100%	-	
37	INTAKE, SW-501	14.00	EA	4,000.00		56,000.00	56,000.00	2.00	8,000.00	2.00	40,000.00	14%	16,000.00	
38	INTAKE, SW-503	13.00	EA	5,700.00		74,100.00	74,100.00	3.00	17,100.00	3.00	51,300.00	23%	22,800.00	
39	INTAKE, SW-505	1.00	EA	6,000.00		6,000.00	6,000.00	1.00	6,000.00	1.00	6,000.00	100%	-	
40	INTAKE, SW-506	1.00	EA	9,400.00		9,400.00	9,400.00	1.00	9,400.00	1.00	9,400.00	100%	-	
41	MANHOLE ADJUSTMENT, MINOR	1.00	EA	450.00		450.00	450.00	-	-	-	450.00	-	450.00	

Progress Estimate - Unit Price Work

Owner: CITY OF PERRY, IOWA
 Engineer: BOLTON & MENK, INC.
 Contractor: CROW RIVER CONSTRUCTION
 Project: 2020 DOWNTOWN STREET AND UTILITY IMPROVEMENTS

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: A13.119988
 Contractor's Project No.:
 Agency's Project No.:

Application No.:		6		Application Period:		From 04/25/23 to 05/26/23		Application Date:		05/26/23						
A	B	C	Contract Information			D	E	F	F1	F2	G		H	K	L	
			Item Quantity	Units	Unit Price (\$)						Value of Bid Item (C X E) (\$)	Quantity Previous Estimate				Value Previous Estimate
42	CONNECTION TO EXISTING MANHOLE	1.00	EA	1,200.00	1,200.00			1,200.00	-	-	-	-	12,000.00	59%	1,200.00	
43	REMOVE MANHOLE	17.00	EA	750.00	12,750.00			10.00	7,500.00	7,500.00	16.00	12,000.00	8,450.00	32%	750.00	
44	REMOVE INTAKE	22.00	EA	650.00	14,300.00			7.00	4,550.00	4,550.00	13.00	8,450.00	4,550.00	32%	5,850.00	
45	PAVEMENT, PCC, 8"	9,145.00	SY	85.00	777,325.00			3,161.66	268,741.10	268,741.10	5,355.66	455,231.10	455,231.10	35%	322,093.90	
46	REMOVAL OF SIDEWALK	1,640.00	SY	15.00	24,600.00			760.00	11,400.00	11,400.00	1,079.50	16,192.50	16,192.50	46%	8,407.50	
47	REMOVAL OF DRIVEWAY	1,820.00	SY	15.00	27,300.00			275.00	4,125.00	4,125.00	815.00	12,225.00	12,225.00	15%	15,075.00	
48	SIDEWALK, PCC, 6"	1,760.00	SY	72.00	126,720.00			33.20	2,390.40	2,390.40	584.20	42,062.40	42,062.40	2%	84,657.60	
49	DETECTABLE WARNING	345.00	SF	45.00	15,525.00			20.00	900.00	900.00	20.00	900.00	900.00	6%	14,625.00	
50	DRIVEWAY, PAVED, PCC, 6"	1,925.00	SY	68.00	130,900.00			276.40	18,795.20	18,795.20	394.02	26,793.36	26,793.36	14%	104,106.64	
51	PAVEMENT REMOVAL	8,585.00	SY	15.00	128,775.00			5,200.00	78,000.00	78,000.00	7,572.00	113,580.00	113,580.00	61%	15,195.00	
52	TEMPORARY TRAFFIC CONTROL	1.00	LS	20,000.00	20,000.00			0.40	8,000.00	8,000.00	0.40	8,000.00	8,000.00	40%	12,000.00	
53	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND	1.00	AC	4,500.00	4,500.00			-	-	-	-	-	-	-	4,500.00	
54	SOD	73.20	SQ	125.00	9,150.00			-	-	-	-	-	-	-	9,150.00	
55	SWPPP PREPARATION	1.00	LS	2,500.00	2,500.00			0.40	1,000.00	1,000.00	0.40	1,000.00	1,000.00	40%	1,500.00	
56	SWPPP MANAGEMENT	1.00	LS	2,500.00	2,500.00			0.40	1,000.00	1,000.00	0.40	1,000.00	1,000.00	40%	1,500.00	
57	FILTER SOCK, 9", INSTALL, MAINTAIN, AND REMOVE	350.00	LF	3.00	1,050.00			75.00	225.00	225.00	75.00	225.00	225.00	21%	825.00	
58	INLET PROTECTION DEVICE, DROP IN PROTECTION, INSTALL,	29.00	EA	150.00	4,350.00			10.00	1,500.00	1,500.00	10.00	1,500.00	1,500.00	34%	2,850.00	
59	MOBILIZATION	1.00	LS	295,000.00	295,000.00			0.50	147,500.00	147,500.00	1.00	295,000.00	295,000.00	50%	-	
60	MAINTENANCE OF POSTAL SERVICE	1.00	LS	1,500.00	1,500.00			-	-	-	-	-	-	-	1,500.00	
61	MAINTENANCE OF SOLID WASTE COLLECTION	1.00	LS	1,500.00	1,500.00			-	-	-	-	-	-	-	1,500.00	
62	CONCRETE WASHOUT	1.00	LS	500.00	500.00			0.50	250.00	250.00	0.50	250.00	250.00	50%	250.00	
63	STREET LIGHT FOUNDATION	1.00	EA	2,500.00	2,500.00			0.50	1,250.00	1,250.00	0.50	1,250.00	1,250.00	50%	1,250.00	
64	SITE SIGN, ECONOMIC DEVELOPMENT ADMINISTRATION	1.00	EA	1,000.00	1,000.00			1.00	1,000.00	1,000.00	1.00	1,000.00	1,000.00	100%	-	
Original Contract Totals									\$	3,244,200.00	\$	1,339,340.20	\$	2,319,992.86	\$	924,207.14

Stored Materials Summary

Owner: CITY OF PERRY, IOWA
Engineer: BOLTON & MENK, INC.
Contractor: CROW RIVER CONSTRUCTION
Project: 2020 DOWNTOWN STREET AND UTILITY IMPROVEMENTS

Contractor's Application for Payment

Owner's Project No.:
Engineer's Project No.: A13.119988
Contractor's Project No.:
Agency's Project No.:

Application No.:		6		04/25/23		to		5/26/2023		Application Date:		5/26/2023	
A Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	B Supplier Invoice No.	C Submittal No. (with Specification Section No.)	D Description of Materials or Equipment Stored	E Storage Location	F Application No. When Materials Placed in Storage	G Materials Stored		H Material Unit Price (from supplier invoice) (\$)	I Amount Stored to Date (G*H) (\$)	J Amount Incorporated in the Work (Quantity)	K Material Unit Price (from supplier invoice) (\$)	L Total Amount Incorporated in the Work (J*K) (\$)	M Materials Remaining in Storage (I-L) (\$)
						Amount Stored (Quantity)	Amount Stored (Quantity)						
45	0631	1	Paving Steel - Basket Stakes	Castor Construction	1	4,024.00	\$0.38	\$1,529.12	2,189.53	0.38	\$832.02	\$697.10	
45	0631	1	Paving Steel - Contraction Dowel Assemblies	Castor Construction	1	6,036.00	\$7.53	\$45,451.08	3,280.10	7.53	\$24,699.15	\$20,751.93	
8	20051244-000	2	San. Sewer 8" SDR26	Onsite	4	952.00	\$14.16	\$13,483.64	527.00	\$14.16	\$7,464.16	\$6,019.48	
10	20051244-000	2	San. Sewer 12" SDR26	Onsite	4	557.00	\$30.31	\$16,881.61	557.00	\$30.31	\$16,881.61	\$0.00	
11	20051244-000	2	San. Sewer 6" SDR23.5	Onsite	4	184.00	\$16.11	\$2,964.29	80.00	\$16.11	\$1,288.82	\$1,675.47	
13	20051244-000	2	Storm Sewer, HDPE 8"	Onsite	4	85.00	\$24.47	\$2,079.72	24.47	\$24.47	\$562.50	\$1,517.22	
21	20051244-000	2	Subdrain, 6"	Onsite	4	2,722.00	\$3.68	\$10,007.53	1,530.00	\$3.68	\$5,625.10	\$4,382.43	
22	20051244-000	2	Subdrain, 6" Cleanout	Onsite	4	3.00	\$437.86	\$1,313.57	3.00	\$437.86	\$1,313.57	\$0.00	
24	20051244-000	2	Watermain, 6" DR18	Onsite	4	180.00	\$20.58	\$3,704.14	48.00	\$20.58	\$987.77	\$2,716.37	
25	20051244-000	2	Watermain, 8" DR18	Onsite	4	1,541.00	\$23.49	\$36,198.24	1,063.50	\$23.49	\$24,981.72	\$11,216.52	
26	20051244-000	2	Watermain Fittings	Onsite	4	266.00	\$61.65	\$16,399.84	266.00	\$61.65	\$16,399.84	\$0.00	
27	20051244-000	2	Water Service Pipe, 1" Copper	Onsite	4	144.00	\$8.03	\$1,156.14	144.00	\$8.03	\$1,156.14	\$0.00	
28	20051244-000	2	Water Service Corp	Onsite	4	3.00	\$194.02	\$582.06	3.00	\$194.02	\$582.06	\$0.00	
29	20051244-000	2	Water Service Curb Stop	Onsite	4	3.00	\$298.53	\$895.59	3.00	\$298.53	\$895.59	\$0.00	
31	20051244-000	2	8" Gate Valve	Onsite	4	12.00	\$1,320.58	\$15,846.96	9.00	\$1,320.58	\$11,885.22	\$3,961.74	
32	20051244-000	2	Hydrant Assembly	Onsite	4	4.00	\$1,093.18	\$4,372.72	3.00	\$1,093.18	\$3,279.54	\$1,093.18	
33	20051244-000	2	San. MH SW-301, 48"	Onsite	4	7.00	\$331.51	\$2,320.57	6.00	\$331.51	\$1,989.06	\$331.51	
34	20051244-000	2	Storm MH SW-401, 48"	Onsite	4	5.00	\$331.51	\$1,657.55	3.00	\$331.51	\$994.53	\$663.02	
35	20051244-000	2	Storm MH SW-401, 60"	Onsite	4	2.00	\$331.51	\$663.02	2.00	\$331.51	\$663.02	\$0.00	
37	20051244-000	2	Intake, SW-501	Onsite	4	13.00	\$510.55	\$6,637.15	9.00	\$510.55	\$4,594.95	\$2,042.20	
38	20051244-000	2	Intake, SW-503	Onsite	4	11.00	\$510.55	\$5,616.05	7.00	\$510.55	\$3,573.85	\$2,042.20	
Totals									\$189,760.59		\$130,087.72	\$59,672.87	



**BOLTON
& MENK**

Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

June 5th, 2023

City of Perry
Attn: Sven Peterson, City Administrator
1102 Willis Avenue
Perry, Iowa 50220

Re: 1st Street CIPP Lining
City of Perry, Iowa

Dear Sven:

Enclosed is Pay Request #2 in the amount of \$148,335.90 for work completed through May 15th, 2023 for your review and acceptance of the above referenced project. The documents have been signed by the Contractor and the Engineer and are recommended for approval at the June 5th, 2023 council meeting.

Insituform Technologies Inc. has recently completed all Cured-in-Place-Pipe (CIPP) Lining.

A representative of Bolton & Menk will be present at the meeting should you have any questions.

Sincerely,

Bolton & Menk, Inc.

Jacob Ahrens, P.E.
Project Engineer

Encl.

Partial Pay Estimate No.:

2

1st Street CIPP Lining

CITY OF PERRY, IOWA

BMI PROJECT NO. GENERAL ENGINEERING

WORK COMPLETED THROUGH DATE MAY 15th, 2023

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE				
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT			
1	4050-108-A-1 CLEANING AND TELEVISIONING, 18", PRE-INSTALL	\$6.50	1866	LF	\$12,129.00	1866	LF	\$12,129.00	1,866.00	LF	\$12,129.00
2	4050-108-C-1 CIPP MAIN LINING 18"	\$69.80	1866	LF	\$130,246.80		LF		1,866.00	LF	\$130,246.80
3	4050-108-G-1 BYPASS PUMPING	\$3,000.00	1	LS	\$3,000.00		LS		1.00	LS	\$3,000.00
4	8030-108-A-0 TEMPORARY TRAFFIC CONTROL	\$21,995.00	1	LS	\$21,995.00	0.25	LS	\$5,498.75	1.00	LS	\$21,995.00
5	11020-108-A-0 MOBILIZATION	\$12,800.00	1	LS	\$12,800.00	0.5	LS	\$6,400.00	1.00	LS	\$12,800.00
6	12030108-X-1 HEAVY CLEANING	\$415.00	8	HR	\$3,320.00		HR			HR	
7											
TOTAL AMOUNT:					\$183,490.80			\$24,027.75			\$180,170.80



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

June 1st, 2023

Mr. Sven Peterson
City Administrator
City of Perry
1102 Willis Avenue
Perry, IA 50220

RE: Relocate Runway 14/32 – Phase 3
Perry Municipal Airport (PRO)
FAA Project No.: 3-19-0075-017-2022

Dear Mr. Peterson,

Enclosed is Pay Request #1 in the amount of **\$62,090.43** for the above referenced project. I recommend the Pay Request be approved as shown. If you agree, please sign and return one copy with payment to the Contractor and one copy to me for our records.

If you have any questions or require additional information, please contact me as 612-987-0138 or silas.parmar@bolton-menk.com.

Sincerely,

Bolton & Menk, Inc.

Silas Parmar, P.E.
Project Manager

Enclosure

Cc: Susie Moorhead, City of Perry
Liz Hix, City of Perry
Matt Ferrier, Bolton & Menk

Contractor's Application for Payment

Owner: City of Perry, IA **Owner's Project No.:** N/A
Engineer: Bolton & Menk, Inc. **Engineer's Project No.:** OT5.130018
Contractor: Manatt's, Inc. **FAA's Project No.:** AIP 3-19-0075-017-2022
Project: Relocate Runway 14/32 Schedule 2/Phase 3: 1500' Extension
Contract: N/A

Application No.: 1 **Application Date:** 5/30/2023
Application Period: **From** 5/16/2023 **to** 5/25/2023

1. Original Contract Price	\$	3,525,012.42
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	3,525,012.42
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	65,358.35
5. Retainage		
a. <u>5%</u> X <u>\$ 65,358.35</u> Work Completed	\$	3,267.92
b. _____ X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	3,267.92
6. Amount eligible to date (Line 4 - Line 5.c)	\$	62,090.43
7. Less previous payments (From Unit Price Sheet - Previous Est.)	\$	-
8. Amount due this application	\$	62,090.43
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	3,459,654.07

Contractor's Certification

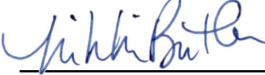
The undersigned Contractor certifies, to the best of its knowledge, the following:


(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Manatt's, Inc.

Signature:  **Date:** 6/1/2023
Name: Nikki Butler **Title:** Contract Adm.

Recommended by Engineer By: <u></u> Name: <u>Silas Parmar, P.E.</u> Title: <u>Aviation Project Manager</u> Date: <u>5/30/2023</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____
---	---

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Perry, IA
 Engineer: Bolton & Menk, Inc.
 Contractor: Manatt's, Inc.
 Project: Relocate Runway 14/32 Schedule 2/Phase 3: 1500' Extension
 Contract: N/A

Owner's Project No.: N/A
 Engineer's Project No.: 075.130018
 Contractor's Project No.: N/A
 Agency's Project No.: AIP 3-19-0075-017-2022

Application No.: 1 Application Period: From 05/16/23 to 05/25/23 Application Date: 05/30/23

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	Previous Estimate		Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
						F1 Quantity Previous Estimate	F2 Value Previous Estimate	G Estimated Quantity Incorporated in the Work	H Value of Work Completed to Date (E X G) (\$)				
Original Contract (Schedule 2/Phase 3)													
50	MOBILIZATION	1.00	LUMP SUM	131,000.00	131,000.00			0.25	32,750.00		32,750.00	25%	98,250.00
51	CONSTRUCTION STAKING	1.00	LUMP SUM	5,000.00	5,000.00			0.25	1,250.00		1,250.00	25%	3,750.00
52	CONTRACTOR QUALITY CONTROL PROGRAM	1.00	LUMP SUM	13,033.41	13,033.41			0.25	3,258.35		3,258.35	25%	9,775.06
53	TRAFFIC CONTROL	1.00	LUMP SUM	5,900.00	5,900.00			0.25	1,475.00		1,475.00	25%	4,425.00
54	INSTALLATION AND REMOVAL OF SILT FENCE	8,000.00	LIN FT	2.50	20,000.00			-	-		-	-	20,000.00
55	ROLLED EROSION CONTROL PRODUCT	3,600.00	SQ YD	9.00	32,400.00			-	-		-	-	32,400.00
56	UNCLASSIFIED EXCAVATION	333,285.00	CU YD	3.35	1,116,504.75			7,500.00	25,125.00		25,125.00	2%	1,091,379.75
57	BORROW MATERIAL, ON SITE	10,000.00	CU YD	3.35	33,500.00			-	-		-	-	33,500.00
58	CONTROLLED LOW-STRENGTH MATERIAL CLSM	80.00	CU YD	150.00	12,000.00			-	-		-	-	12,000.00
59	CEMENT TREATED SUBGRADE	20,050.00	SQ YD	7.21	144,560.50			-	-		-	-	144,560.50
60	CLASS A ROAD STONE	2,820.00	TON	32.00	90,240.00			-	-		-	-	90,240.00
61	MODIFIED SUBBASE	1,000.00	CY	63.00	63,000.00			-	-		-	-	63,000.00
62	CRUSHED AGGREGATE BASE COURSE - 6 INCHES	20,050.00	SQ YD	15.00	300,750.00			-	-		-	-	300,750.00
63	SEPARATION GEOTEXTILE	20,050.00	SQ YD	2.00	40,100.00			-	-		-	-	40,100.00
64	CONCRETE PAVEMENT - 7 INCHES	19,610.00	SQ YD	49.75	975,597.50			-	-		-	-	975,597.50
65	PAVEMENT MARKING, WHITE, WITH BEADS	23,880.00	SQ FT	1.10	26,268.00			-	-		-	-	26,268.00
66	PAVEMENT MARKING, YELLOW, WITH BEADS	316.00	SQ FT	1.10	347.60			-	-		-	-	347.60
67	PAVEMENT MARKING, BLACK	1,664.00	SQ FT	1.00	1,664.00			-	-		-	-	1,664.00
68	PCC RUNWAY PAVEMENT GROOVING	45,834.00	SQ YD	2.49	114,126.66			-	-		-	-	114,126.66
69	24-INCH RC PIPE CLASS V	275.00	LIN FT	150.00	41,250.00			-	-		-	-	41,250.00
70	24-INCH RC FLARED END SECTION & APRON	2.00	EACH	6,500.00	13,000.00			-	-		-	-	13,000.00
71	6-INCH PIPE UNDERDRAIN, COMPLETE	3,910.00	LIN FT	29.65	115,931.50			-	-		-	-	115,931.50
72	UNDERDRAIN CLEANOUT, COMPLETE	11.00	EACH	950.00	10,450.00			-	-		-	-	10,450.00
73	SEEDING AND FERTILIZING	47.00	ACRE	1,100.00	51,700.00			-	-		-	-	51,700.00
74	TOPSOIL STRIP, SALVAGE, RESPREAD	10,265.00	CU YD	6.00	61,590.00			250.00	1,500.00		1,500.00	2%	60,090.00
75	MULCHING	47.00	ACRE	575.00	27,025.00			-	-		-	-	27,025.00
76	#8 AWG, 5KV CABLE INSTALLED IN DUCT, DUCT BANK OR	8,781.00	LIN FT	2.00	17,562.00			-	-		-	-	17,562.00
77	#6 AWG, 600V CABLE INSTALLED IN DUCT, DUCT BANK OR	4,411.00	LIN FT	1.50	6,616.50			-	-		-	-	6,616.50
78	#6 STRANDED BARE COUNTERPOISE WITH GROUND RODS	3,205.00	LIN FT	2.00	6,410.00			-	-		-	-	6,410.00
79	2-INCH SCHEDULE 40 PVC OR PE DUCT, INCLUDING	1,785.00	LIN FT	3.00	5,355.00			-	-		-	-	5,355.00
80	3" GRS 2-CELL DUCT BANK, INCLUDING TRENCH	400.00	LIN FT	55.00	22,000.00			-	-		-	-	22,000.00
81	RETRO REFLECTIVE MARKER	21.00	EACH	130.00	2,730.00			-	-		-	-	2,730.00
82	L-867 ELECTRICAL HANDHOLE	10.00	EACH	600.00	6,000.00			-	-		-	-	6,000.00
83	AIRFIELD GUIDANCE SIGN, SIZE 1	3.00	EACH	3,800.00	11,400.00			-	-		-	-	11,400.00
Original Contract Totals (Schedule 2/Phase 3)						\$ 3,525,012.42		\$ -	\$ 65,358.35	\$ -	\$ 65,358.35	2%	\$ 3,459,654.07

RESOLUTION NUMBER 060523C

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PERRY, IOWA APPROVING AND AUTHORIZING THE MAYOR TO SIGN THE CERTIFICATION OF COMPLIANCE CDBG PROCUREMENT STANDARDS, ACKNOWLEDGMENT OF ENVIRONMENTAL REVIEW REQUIREMENTS AND THE AUTHORIZED SIGNATURE FORM FOR THE AWARDED COMMUNITY DEVELOPMENT BLOCK GRANT UPPER STORY HOUSING CONVERSION GRANT CONTRACT 23-HSGU-004

WHEREAS, The Iowa Economic Development Authority (IEDA) on February 15, 2023 awarded the City of Perry a Community Development Block Grant (CDBG) Upper Story Housing Conversion Grant award in the amount of \$536,467 for a conversion taking place at the property located at 1306 2nd Street, a property owned by Nudgers Kerns Managers, LLC; and

WHEREAS, the City of Perry ensures that all procurement transactions will be done competitively, without unnecessary and unreasonable requirements that would afford unfair competitive advantages in products or services; and

WHEREAS, the City acknowledges that no construction or other choice limiting actions may be commenced in relation to any portion or aspect of this project, regardless of funding source, prior to the grant recipient receiving a formal Release of Funds letter from the offices of the IEDA; and

WHEREAS, the Mayor as the chief elected official for the City of Perry is designated to sign for the acceptance of agreements, awards and contracts on behalf of the City, but in the Mayor's absence or inability to sign the Council Authorizes the Mayor-Pro-Tem, and/or City Administrator authorization to sign project related correspondence.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PERRY, IOWA: The City Council of the City of Perry accepts and authorizes the Mayor to sign, on behalf of the City of Perry the following documents related to the Community Development Block Grant Upper Story Housing Conversion Grant awarded to the City of Perry under Contract 23-HSGU-004:

1. Certification of Compliance CDBG Procurement Standards
2. Acknowledgement of Environmental Review Requirements
3. Authorized Signature Form

PASSED, APPROVED and ADOPTED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix

Certification of Compliance CDBG Procurement Standards

CDBG Applicant/Recipient: City of Perry

Application year: 2022

2 CFR 200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals **must** be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
- (2) Requiring unnecessary experience and excessive bonding;
- (3) Noncompetitive pricing practices between firms or between affiliated companies;
- (4) Noncompetitive contracts to consultants that are on retainer contracts;
- (5) Organizational conflicts of interest;
- (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- (7) Any arbitrary action in the procurement process.

I certify that I am the chief elected official and that the community listed above did not violate the above competition statute when competitively procuring engineering or administrative services as part of the potential CDBG award.

Signature: _____

Printed Name: John Andorf

Date: _____



REQUIRED ACKNOWLEDGEMENT OF ENVIRONMENTAL REVIEW REQUIREMENTS

By signing below, I hereby acknowledge that I accept and understand that no construction or other choice limiting actions may be commenced in relation to any portion or aspect of this project, regardless of the funding source, prior to the grant recipient, (city or county) receiving a formal Release of Funds letter from the offices of the Iowa Economic Development Authority (IEDA).

Choice limiting actions include, but are not limited to, not only actual traditional construction but also the purchase or lease of land or structures, bid letting (any advertisement of bids), signing construction contracts of any kind, rehabilitation, repair, remodeling, demolition, conversion, and any phase of construction activity whatsoever.

Release of Funds letters will be issued only upon proper completion and submittal of the appropriate level of Environmental Review Record (ERR) for the project to IEDA through the iowagrants.gov system.

I understand that violation of this federal rule by taking any prohibited action as outlined above prior to the receipt of a Release of Funds letter from IEDA is likely to result in the forfeiture of CDBG grant monies awarded.

Signed: _____
Mayor or County Chairperson

Date: _____

Print Name: John Andorf Mayor

Signed: Karla Janning
Grant Administrator

Date: 5/30/2023

Print Name: Karla Janning

Signed: _____
Subrecipient Entity (if applicable)

Date: _____

Print Name: _____

We strongly suggest that you please share this form with any engineers or architects involved in the project.

Note: Following execution and dating this form must be uploaded into the "Required Uploads" component for your respective grant project in the iowagrants.gov system. No claim for grant funds will be processed until this task is completed.

SIGNATURE AUTHORIZATION FOR ALTERNATE SIGNATORS

Upload a scanned copy of the completed document to the Electronic Documents form in IowaGrants. Retain the original, signed copy in your files.

RE: Contract Number: 23-HSGU-004
Recipient: City of Perry

In the event that the Chief Elected Official (CEO) is unable to sign project related correspondence for the Recipient's above referenced contract, the following alternates are designated below. The signatures attested below are effective as of: June 5, 2023.

Sincerely,

CEO John Andorf, Mayor

Signatory # 1 Charles Schott, Mayor Pro Tem

Signatory # 2 Sven Peterson, City Administrator

Signatory # 3

Witness Elizabeth Hix, City Clerk

RESOLUTION NO. 060523D

**RESOLUTION APPROVING THE CONSULTING AGREEMENT WITH TRUENORTH COMPANIES, L.C. FOR
GENERAL SAFETY AND LOSS CONTROL SERVICES**

WHEREAS, the City of Perry intends to engage the services of TrueNorth Companies, L.C. (TNC) for the City's general safety and loss control policies, procedures, and compliance; and

WHEREAS, City staff has met with representatives from TrueNorth to discuss the expectations of consulting services to be provided for such general safety and loss control policies, procedures, and compliance; and

WHEREAS, Brad Bengston, Risk Management Specialist with TrueNorth has prepared a Consulting Agreement for such services.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Perry, Iowa hereby approves and accepts the terms and conditions of the Consulting Agreement with TrueNorth Companies, L.C. to provide general safety and loss control services. Consulting fees per the agreement will be \$150.00 (One-hundred Fifty Dollars) per hour, plus mileage and are currently estimated at 72 (Seventy-Two) hours, for a total of \$10,800.00 (Ten-Thousand Eight Hundred Dollars), plus mileage.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk

CONSULTING AGREEMENT

This Consulting Agreement (this "Agreement") is entered into on this 6th day of June, 2023 ("Effective Date"), by and between TrueNorth Companies, L.C. ("TNC"), an Iowa limited liability company, having its principal place of business at 500 1st Street SE, Cedar Rapids, Iowa, 52401 and the City of Perry, located at 1102 Willis Ave. Suite 300, Perry, IA 50220 (each individually a "Client", collectively "Clients", and together with TNC, the "Parties", and each, individually, a "Party").

RECITALS

- TNC provides safety related services as defined in Exhibit A.
- Clients wish to retain TNC as an independent consultant, to provide services outlined herein.
- Clients acknowledge and understand that any reference in Agreement to a Client individually, shall be deemed to refer to Clients collectively, unless otherwise explicitly stated.

TERMS AND CONDITIONS

In consideration of the recitals, the following terms and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, TNC and Client agree as follows:

1. Term. The term of this Agreement shall be from July 1st, 2023, through July 1st, 2024, subject to earlier termination, as set forth in Paragraph 13 of this Agreement.
2. Services to be Provided. During the term of this Agreement, TNC shall perform the consulting services described in Exhibit A (the "Services").
3. Compensation. In exchange for TNC's full performance of the Services, Client shall pay the compensation (the "Compensation"), as set forth in Exhibit A. TNC shall submit invoices to Client which shall specify such details as Client shall require from time to time. Client shall pay all invoices within thirty (30) days.
4. Travel. Client shall reimburse TNC for travel expenses as agreed upon by the Parties. Client shall only reimburse TNC for documented, reasonable (as determined by Client) and necessary travel expenses that are related to TNC's performance of the Services. TNC shall submit expense reports to Client in the manner Client determines, from time to time.
5. Relationship of the Parties. The parties acknowledge and agree that an independent contractor relationship has been created by this Agreement. Neither TNC nor any of TNC's employees, agents or representatives shall be deemed to be an employee, agent or representative of Client for any purpose. None of the compensation or benefits provided by Client to its employees is available from Client to TNC or TNC's employees, agents and representatives. TNC will be solely and entirely responsible for TNC's acts and the acts of TNC's agents,

employees and representatives during the performance of this Agreement. The Services will be performed entirely at TNC's risk.

6. No Exclusivity. It is understood that Client does not agree to use TNC's services on an exclusive basis. TNC may contract for other consulting services to be performed for other customers while under contract with Client provided that doing so will not cause TNC to violate the terms of this Agreement.

7. Confidentiality. "Confidential Information" means all information, whether written, electronic, oral, or observed, that one Party (or such Party's affiliate) discloses or makes available to the other Party in connection with this Agreement that is either marked as confidential or that a reasonable person would consider confidential information based on the nature of the information or the circumstances of its disclosure. Confidential Information does not include such information, as follows: (i) that which was known to the receiving Party prior to receipt from the disclosing Party directly or indirectly as demonstrated by the receiving Party's records; (ii) that which becomes known (independent of disclosure by the disclosing Party) to the receiving Party directly or indirectly from a source other than one having an obligation of confidentiality to the disclosing Party and/or with respect to such information; (iii) that which becomes publicly known or otherwise ceases to be secret or confidential, except by a breach of the Agreement by the receiving Party; (iv) that has been or is disclosed, without restrictions on disclosure or other confidentiality obligations, to a third party by the disclosing Party; or (v) that is independently developed by the receiving Party as demonstrated by the receiving Party's records and without reference to, or use of, the Confidential Information or Trade Secrets of the disclosing Party. "Trade Secrets" has the meaning under the Defense of Trade Secrets Act, 18 U.S.C. § 1836.

Each Party agrees that during the Term of this Agreement and for five (5) years following termination of the same, it will not use in any way, for its own account or the account of any third party, except as expressly permitted by, or required to achieve the purposes of, this Agreement, nor disclose to any third party (except as required by law or to that Party's attorneys, accountants and other advisors as reasonably necessary), any of the other Party's Confidential Information and will take reasonable precautions to protect the confidentiality of such Confidential Information, at least as stringent as it takes to protect its own Confidential Information, but in no event less than reasonable care under the circumstances.

Each Party further agrees that it will not use in any way, for its own account or the account of any third party, except as expressly permitted by, or required to achieve the purposes of, this Agreement, nor disclose to any third party (except as required by law or to that Party's attorneys, accountants and other advisors as reasonably necessary), any of the other Party's Trade Secrets, for as long as such information remains Trade Secrets under applicable law, and will take reasonable precautions to protect the secrecy of such information, at least as stringent as it takes to protect its own Trade Secrets, but in no event less than reasonable care under the circumstances. Each Party further agrees that it will not, directly or indirectly, reverse engineer, decompile, disassemble or otherwise attempt to derive source code or other Trade Secrets from any information, products, or devices provided by the disclosing Party.

Upon written request of the disclosing Party or immediately upon termination of this Agreement,

the receiving Party will promptly return or destroy (as directed by the disclosing Party) all Confidential Information and Trade Secrets received from the disclosing Party, including all copies thereof. Upon the request of the disclosing Party, the receiving Party shall furnish to the disclosing Party an affidavit providing assurances as to the return or destruction of the disclosing Party's Confidential Information and Trade Secrets.

A disclosure of Confidential Information or Trade Secrets in response to a valid order by a court or other governmental body or otherwise required by law is not considered to be a breach of this Agreement or a waiver of confidentiality for other purposes. Before any such disclosure, receiving Party shall provide prompt written notice to disclosing Party and cooperate with the disclosing Party in seeking a protective order or preventing disclosure.

9. Intellectual Property. Intellectual Property or "IP" means all patent rights, copyrights and all derivative works, trademark rights, rights in Trade Secrets, design rights, database rights, domain name rights, moral rights, and any other intellectual property rights (registered or unregistered) throughout the world.

TNC owns and will continue to own, all right, title and interest in its IP created prior to the Effective Date of this Agreement. Client owns and will continue to own, all right, title and interest in its IP created prior to the Effective Date of this Agreement. Unless explicitly stated otherwise in a Statement of Work, TNC shall own all IP that it creates or develops in its performance of its obligations under a Statement of Work to provide Services to the Client. Unless otherwise expressly provided in a SOW, TNC does not, and will not, provide any of its services or deliverables, including the Services set forth herein, as "works made for hire", as such term is defined in the federal Copyright Act of 1976, in connection with this Agreement, or otherwise, and Client acknowledges the same.

For the Term of the Agreement, TNC grants to Client a non-exclusive, non-assignable, non-sub-licensable limited right and license to TNC's IP to the limited extent necessary for Client to receive the Services from TNC and then only for Client's internal business purposes. To the extent that Client desires any further rights or licenses to TNC's IP, such rights or licenses must be explicitly stated in a Statement of Work, or similar agreement, executed by the Parties.

Notwithstanding anything to the contrary in this Agreement, but subject to the confidentiality provisions contained herein, TNC will not be prohibited or enjoined by Client at any time from utilizing, for the benefit of itself, its other clients, and/or its general commercial purposes, any skills or knowledge acquired by TNC or its affiliates during the course of providing the Service(s).

10. Indemnification. Each party hereby agrees to indemnify, defend and hold the other Party, its Affiliates, its licensees, its licensors, and its and their officers, directors, employees, consultants, contractors, sublicensees and agents (collectively, "Representatives") harmless from and against any and all damages or other amounts payable to a Third Party claimant, as well as any reasonable attorneys' fees and costs of litigation (collectively, "Damages") arising out of or resulting from any claim, suit, proceeding or cause of action (each, a "Claim") brought by a Third Party against a Party or its Representatives based on: (a) breach of any representation or warranty by the Indemnifying Party contained in this Agreement, (b) breach of any

applicable Law by such Indemnifying Party, (c) any claim that any intellectual property used or created by Indemnifying Party under this Agreement infringes upon the intellectual property rights of any third party or (d) gross negligence or willful misconduct by such Indemnifying Party, its Affiliates, or their respective employees, contractors or agents.

11. Insurance to be Secured by TNC. TNC shall maintain in full force and effect, with insurance companies licensed by the State of Iowa, at TNC's expense, insurance covering liability or claims that may arise from performance of the Services by TNC or TNC's employees, agents, representatives or any other persons directly or indirectly acting for TNC during the entire term of this Agreement and any extensions or renewals. TNC's insurance shall, among other things, be occurrence based (except for Professional Liability) and shall insure against any loss or damage resulting from or related to TNC's performance of this Agreement regardless of the date the claim is filed or expiration of the policy. To the extent not prohibited by state law, Client shall be named as an additional insured on the policy and the policy will clearly reflect a waiver of subrogation rights in favor of Client.

Unless otherwise requested by Client in writing, TNC shall cause to be issued the insurance coverages set forth below:

MINIMUM POLICY LIMITS

- Commercial General Liability Insurance
 - \$1,000,000 Each Occurrence Limit (Bodily Injury and Property Damage)
 - \$2,000,000 General Aggregate per Project
 - \$2,000,000 Products & Completed Operations Aggregate
 - \$1,000,000 Personal and Advertising Injury Limit

- Business or Commercial Automobile Liability Insurance
 - \$1,000,000 Combined Single Limit per Accident

- Workers' Compensation and Employers' Liability Insurance
 - \$100,000 Each Accident
 - \$100,000 Each Employee for Injury by Disease
 - \$500,000 Aggregate for Injury by Disease

- Excess or Umbrella Liability
 - \$1,000,000 Occurrence/Aggregate

- Professional Liability
 - \$1,000,000 Each Claim Limit
 - \$2,000,000 Aggregate

All insurance policies required by this Agreement shall remain in full force and effect during the entire term of this Agreement and any extensions or renewals thereof and shall not be canceled or amended except with the advance written approval of Client. TNC shall submit certificates of insurance, which indicate coverage and notice provisions as required by this Agreement, to

Client upon execution of this Agreement. The certificates and coverage amount shall be subject to approval by Client. The policies shall be endorsed to reflect that no cancellation of the insurance will be made without at least thirty (30) days' prior written notice to Client. Approval of the insurance certificates by Client shall not relieve TNC of any obligation under this Agreement. General Liability, Auto Liability and Excess Liability shall be endorsed to reflect Client as additional insured on a primary non-contributory basis. Copies of the endorsement shall be submitted with the certificate of insurance.

It is expressly understood by the parties that any insurance maintained by Client is excess, non-contributory, and not co-primary in relation to any coverage maintained by TNC pursuant to this provision.

12. TNC's Representations and Warranties. TNC hereby represents and warrants that TNC's execution of this Agreement and TNC's performance hereunder will not be in breach of any agreement that TNC may have with a third-party nor will it violate the proprietary rights or interests of any third party. TNC represents and warrants that TNC shall provide experienced and qualified personnel sufficient to carry out the Services and shall be responsible for and in full control of the work, compensation and benefits for such personnel. TNC represents and warrants that any deliverables TNC provides to Client hereunder shall conform to the specifications provided to Client. TNC further represents and warrants that TNC (a) if applicable, is a validly formed entity in good standing under the laws of the state of its organization, (b) has obtained all licenses, registrations, and approvals necessary to execute the Agreement and perform the Services and (c) will comply with all laws, statutes, ordinances, rules and regulations applicable to TNC's performance under this Agreement.

13. Termination. Client may terminate this Agreement at any time, with or without cause, upon thirty (30) days written notice to TNC. TNC may terminate this Agreement upon thirty (30) days written notice to Client in the event that Client breaches its obligations under this Agreement and fails to cure such breach within thirty (30) days after receiving written notice from TNC of such breach. This Agreement shall also terminate immediately upon Client's notice to TNC of TNC's breach of Paragraph 7 of this Agreement. In the event that this Agreement is terminated for any reason, the obligations set forth in Paragraphs 8, 9, 10, 12, 13, and 18 of this Agreement shall survive.

Termination or of this Agreement by one Client does not necessarily terminate the Agreement for all Clients. The Agreement shall remain in full force and effect for each Client not explicitly terminated per this section.

Upon the expiration or termination of this Agreement, TNC will immediately cease providing Services (except as expressly authorized by Client in writing) and shall, at Client's request, assist Client in transferring the Services to another consultant or to TNC. TNC shall also promptly deliver all Materials (whether or not completed) and Confidential Information to Client. Provided that this Agreement is not terminated for cause, Client shall reasonably determine and pay to TNC the value of the Services performed through the date of termination. If this Agreement is terminated by Client for cause, then Client shall reasonably determine and pay to TNC the value of the Services performed through the date of termination, less any costs,

expenses, or damages to Client caused by TNC's breach of this Agreement. TNC shall promptly return to Client any Compensation paid in excess of the amount due.

14. Assignment; Subcontracts. Neither this Agreement nor any interest herein shall be assigned or transferred by TNC to any party. TNC shall not subcontract any of the Services, except with the written consent of Client.

15. Entire Agreement. This Agreement (including any exhibits hereto) constitutes the entire agreement between the parties with respect to the subject matter hereunder and supersedes all other prior agreements and understandings, both written and oral.

16. Waiver or Modification. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by duly authorized representatives of both TNC and Client. Any terms that are contained in any TNC purchase orders or TNC acknowledgments, shipping documents or any other writing or communication which are inconsistent with, different from or supplemental to the terms of this Agreement shall be void, and of no force or effect.

17. Notices. Notices under this Agreement shall be deemed to be adequate and sufficient notice if given in writing and delivered via (a) registered or certified mail, postage prepaid, in which case notice shall be deemed to have been received three business days following deposit to U.S. mail; (b) a nationally recognized overnight air courier, next day delivery, prepaid, in which case such notice shall be deemed to have been received one business day following delivery to such nationally recognized overnight air courier; or (c) facsimile, in which case such notice shall be deemed to have been received upon confirmation of such receipt. All notices shall be addressed to the parties at the following addresses:

If to TNC:

TrueNorth Companies, L.C.
Attn: Legal Dept.
500 1st St. SE
Cedar Rapids, IA 52401

If to Client:

City of Perry
1102 Willis Ave.
Suite 300
Perry, IA 50220

18. Governing Law. This Agreement shall be governed by the laws of the State of Iowa without giving effect to conflict of law principles. The parties hereby consent to jurisdiction in the State of Iowa and agree that the courts within Iowa shall have exclusive jurisdiction over any issues regarding the interpretation or enforcement of this Agreement.

19. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original but all of which shall constitute one and the same agreement.

TNC:

TrueNorth Companies, L.C.

By: _____

Name: _____

Title: _____

Date: _____

CLIENT:

City of Perry

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A – Services & Compensation

Exhibit A

General Safety & Loss Control Services

1. Services. TNC shall provide the Client the following Safety & Loss Control Services:

ACTIVITY	RESPONSIBILITY	TIMELINE
Safety Consultation	TNC will provide suitable safety guidance to applicable employees of Client regarding pertinent safety policies and procedures, as needed, or assist in introducing Client to third-party safety provider.	Ongoing/As Needed
Mock OSHA Inspection	TNC will conduct mock OSHA inspection(s) and provide actionable recommendations, as necessary.	Twice (minimum)
Safety Committee	TNC participate in, and manage, the City of Perry's Safety Committee Meetings	Monthly
	TNC to draft and present meeting agenda and prior minutes at each Safety Committee meeting	Monthly
	TNC will support Safety Committee in setting definable, annual safety goals	Ongoing
Safety Programs/Policies	TNC will conduct a formal review of Client's current safety policies and procedures, and provide recommendations as needed.	2 nd Quarter 2023
Safety Branding	TNC will support Client in developing and implementing applicable safety branding, including safety slogan.	2 nd Quarter 2023

*The above referenced services, including travel, are estimated to require Seventy-Two (72) hours based on the assumptions included in this agreement.

2. Compensation. For the Safety & Loss Control Services provided by TNC pursuant to this Agreement, Client agrees to pay TNC a consulting fee of One-Hundred Fifty Dollars (\$150.00) per hour, plus mileage. The estimated time for services is currently Seventy-Two (72) hours, for a total of **Ten-Thousand Eight Hundred Dollars (\$10,800.00)**, plus mileage as needed.

For any additional work over and above what is assumed and contracted for in Section 1 of this exhibit (“Additional Work”), Client shall pay TNC its standard hourly fee incurred, upon prior mutual agreement between the parties. Fees for all Additional Work will be invoiced to Client.

RESOLUTION NO. 060523E

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH BOLTON & MENK FOR THE DOWNTOWN IMPROVEMENTS - PHASE 1

WHEREAS, the City of Perry intends to engage the services of Bolton & Menk, Inc. to provide design services for the Downtown Improvements – Phase 1, and

WHEREAS, City staff have met with representatives from Bolton & Menk, Inc. to discuss the proposed professional services for the project, and

WHEREAS, Matt Ferrier, Project Engineer with Bolton & Menk has prepared a Professional Service Agreement for the project, with the scope of work to include project initiation and management, public involvement and stakeholder input, data collection, basement investigations, geotechnical investigation, environmental/contaminated sites review, storm water analysis, preliminary design, final design, and bidding phase.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Perry, Iowa hereby approves the Professional Services Agreement with Bolton & Menk, Inc. for professional services for the Downtown Improvements – Phase 1 with a cost not to exceed \$618,746.00 (Six Hundred eighteen thousand seven hundred forty-six dollars), without prior approval per the 2023 Bolton & Menk rate schedule.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

June 5, 2023

Mr. Sven Peterson
City Administrator
City of Perry
1102 Willis Avenue
Perry, Iowa 50220

RE: Downtown Improvements – Phase 1

Dear Sven:

Thank you for the opportunity to provide professional services to the City of Perry for the Downtown Improvements – Phase 1 project. Attached for your review and approval are the Scope of Services and Agreement for the above referenced project. Please review this information at your earliest convenience, and don't hesitate to contact us should you have any questions or concerns.

We appreciate this opportunity and look forward to working with you on this important project for the City of Perry.

Sincerely,

BOLTON & MENK, INC.

A handwritten signature in blue ink that reads 'Matthew W. Ferrier'.

Matthew W. Ferrier, P.E.
Project Engineer

c:

Enclosure

PROFESSIONAL SERVICES AGREEMENT

by and between
BOLTON & MENK, INC.
1519 Baltimore Ave
P.O. Box 668
Ames, Iowa 50010-0668
Ph. (515) 233-6100 Fax (515) 233-4430
 (hereinafter referred to as BMI)
 and

Date of Agreement: June 5, 2023
Agreement Number: (BMI Project Number)
Project Location: City of Perry, Iowa

Client	
Name: <u>City of Perry, Iowa</u> Address: <u>1102 Willis Avenue</u>	Phone No.: (515) 465-2481
Address: _____ City: <u>Perry</u> State <u>Iowa</u> Zip <u>50220</u> <small>(hereinafter referred to as Client)</small>	Fax No.: (515) 465-2562

Agent or Person Ordering Services and/or Billing Address (if different)	
Agent or Person Ordering Services: <u>Sven Peterson, City Administrator</u> Address: _____	Phone No.:
City: _____ State _____ Zip _____	Fax No.:

Fee Arrangement
Not to Exceed \$618,746.00 without prior approval as per the 2023 Bolton and Menk rate schedule.

Scope and Schedule
Design Phase Services of Downtown Improvements – Phase 1. See Exhibit I, Scope of Services. Client Contact: Josh Wuebker Bolton & Menk Contact: Joshua Shields, PLA

Special Conditions
The services described in this Work Order will be consistent with the terms and conditions described in the Agreement for Professional Services between Bolton & Menk, Inc. and the City of Perry, dated May 21, 2018 and approved by the Perry City Council on June 6, 2018 unless modified by this Work Order.

BMI and Client agree to the Terms and Conditions as stated above and on the reverse side of this Agreement. The below signed represents that he or she has been authorized to accept this agreement on behalf of the Client and assumes financial responsibility for all services in the event of default by the Client.

Offered by: Bolton & Menk, Inc.


 Matthew W. Ferrier, Iowa Workgroup Leader

Accepted by: City of Perry, Iowa

 John Andorf, Mayor

_____ 5/31/2023 _____
 signature and date

_____ _____
 signature and date

EXHIBIT I

CONSULTANT'S SERVICES

DOWNTOWN IMPROVEMENTS – PHASE 1

CITY OF PERRY, IOWA

JUNE 2023

DESCRIPTION OF PROJECT AND SCOPE OF IMPROVEMENTS

The Consultant agrees to provide Survey, Public Outreach, Funding Assistance, Civil Engineering and Landscape Architecture services required for Phase One of the downtown reconstruction project per the project limits outlined in Exhibit A.

The project extents include full reconstruction of Warford Street from 1st Street to 3rd Street, 2nd Street from Willis Avenue to Warford Street, the alley between Lucinda Street and Warford Street (by Wells Fargo), including city-owned parking lot on corner of Warford Street and 1st Avenue. Additionally, the project includes resurfacing of the east/west alley between 2nd Street and 3rd Street (behind La Poste) and the north/south alley by Mary Rose, as further defined to include the following:

- Complete reconstruction of existing street and sidewalk surfaces. It is anticipated that the final streetscape plan may include modifications to the current intersection configuration and geometry, boulevard landscaping where permitted, decorative hardscape treatments, and decorative sidewalk treatments
- Reconstruction of city-owned parking lot located at Warford Street and 1st Avenue, including water quality practices
- Complete reconstruction of underground storm sewer, sanitary sewer and watermain as part of street reconstruction efforts
- Provide streetscaping elements including: sidewalks, street trees and/or landscape plantings, special intersection treatments, site furnishings (repurposing existing amenities), decorative accent lighting, and wayfinding signage/ gateway monumentation
- Promote sustainable design practices with proposed streetscape reconstruction, including innovative storm water quality elements meeting requirements of funding sources
- Coordination with all utilities, private and public
- Communication with property/business owners in collaboration with CLIENT staff and the Downtown Cultural District
- Existing roadway lighting is to remain in place, wherever practical, after review to ensure that poles and footings are capable of supporting city-desired features: hanging planter pots and banners. If required, lighting fixtures may need to be removed and protected for installation to meet design needs.

I. BASIC SERVICES

For purposes of this Project, Basic Services to be provided by the CONSULTANT are as follows:

TASK 1: PROJECT INITIATION AND PROJECT MANAGEMENT

- A. CONSULTANT will facilitate a project kick-off meeting with CLIENT staff to accomplish:
 - Review and confirm the project scope
 - Review available information relative to the project
 - Review and discuss specific infrastructure issues and CLIENT'S current design standards as they relate to proposed project improvements
 - Review and verify project schedule
 - Conduct a field review of project area by CONSULTANT and CLIENT representatives
- B. Up to fifteen (15) in-person and 10 virtual meetings will be held with the CONSULTANT and the CLIENT after the initial kickoff meeting. These meetings will discuss findings, issues, project schedule, and overall project progress.
- C. CONSULTANT will provide project and contract administration services throughout the duration of the project.
- D. CONSULTANT will facilitate project communication between CONSULTANT and CLIENT throughout the duration of the project. (Including timely distribution of meeting minutes).

TASK 2: PUBLIC INVOLVEMENT AND STAKEHOLDER INPUT

Subtask 2.1: Stakeholder and Public Informational Meetings

1. CONSULTANT will organize and conduct up to three (3) business/property owner meetings to directly communicate with individuals who will be directly impacted by the project. These meetings will take place early in the design process (approx. 30% design phase) to discuss the scope of the project, considerations for deliveries and other anticipated impacts/opportunities. It is assumed that multiple stakeholders from the downtown business community may attend the same meeting. The CLIENT will assist the CONSULTANT in creating a list of meeting participants.
2. CONSULTANT will organize and conduct one (1) public informational meeting and one (1) City Council Workshop Session during project development as follows:
 - a. Public Informational Meeting – This meeting will take place near the completion of preliminary project design (approx. 30% design phase) to inform the community on general design direction and collect input influencing final design. CONSULTANT will allow the community an opportunity to react to the various design options and verify design direction.
 - b. City Council Workshop Session – Near final design (approx. 60% design phase), the CONSULTANT will lead a Council Workshop Session to inform City Council on project direction and to confirm that progress aligns with the CLIENT'S expectation.
3. Certain property/business owners may require a more in-depth conversation to address specific issues/concerns outside of a larger format meeting. CONSULTANT will conduct up to eight (8) "kitchen table" style meetings with these individuals. This is intended to provide a personal approach to addressing specific needs/concerns of individuals directly impacted by the project.

Subtask 2.2: Project Communications

4. CONSULTANT will assist the CLIENT in deploying digital and printed communication media throughout the design project. Deploying the right tools at the right time will help people learn about the project prior to providing input. Our team has outlined tools we would recommend for coordination, promotion, education, and conversation. These strategies will collaboratively create a strong and successful project campaign.

Informational Newsletters

CONSULTANT will assist the CLIENT in developing up to six (6) informational flyers for distribution to property, business owners and residents in the Downtown Cultural District, starting with an initial newsletter corresponding with project initiation. This will identify a project website where stakeholders can learn more about the project; including points of contact with the CLIENT and CONSULTANT, provide a schedule indicating general timing of one-on-one, kitchen table, or public meetings, and will describe high level features anticipated for inclusion with project improvements.

Sign-Up Genius

CONSULTANT will use Sign-Up Genius to schedule basement/property inspections along the corridor, assist in meeting facilitation and inspection documentation. The CLIENT will attend all meetings with the CONSULTANT.

Sidewalk decal and signage

CONSULTANT will prepare and coordinate the printing of up to eight (8) sidewalk decals to be placed throughout the Downtown Cultural District during the design stage of the project. This signage will steer people to locations where they can find information about the project as they continue to conduct business in the project area. These eye-catching displays will also generate interest and discussion by people who are simply visiting or passing through Perry. These decals will be placed at key intersections and businesses along the project corridor.

Subtask 2.3: Civil/Emergency Services Coordination Meeting

CONSULTANT will organize and conduct one (1) coordination meeting with representatives from the police department, fire department, ambulance service, refuse/recycling providers, postal service and other service providers that may be impacted by proposed improvements or construction activities. The purpose of this meeting is to identify and discuss issues that need to be addressed during project design or construction staging such that provisions are made to maintain adequate services throughout and after construction.

TASK 3: DATA COLLECTION

Subtask 3.1: Topographic Survey

Bolton & Menk will perform limited topographic survey for the proposed project. Survey data will be provided by the CLIENT in the form of a previously completed scan of the project area. This scanned data will be converted into a design base map and survey by a sub-consultant under this scope. Their work is to include:

- **Control Monuments**

The CONSULTANT will utilize the primary airport control at the Perry Municipal Airport (PID MJ1441) for previously collected remote sensing data conducted for the CLIENT in 2021 and will adjust to local project control provided by the CLIENT.

- **Remote Sensing**

The CONSULTANT will utilize project control set by others for supplemental data collection and point cloud manipulation.

- **Remote Sensing Extraction**

Adjusted LiDAR data, on hard surfaces, typically lies within a band of points ranging from .00' to 0.05' in thickness. The draping method used for developing data on hard surfaces is taking the average elevation of all points within a user defined radius for the point being extracted.

The radius used is dependent on the density of the points in the area of the feature being delineated.

The CONSULTANT will use TopoDOT® software to extract the following visible linear and point features:

- i. Building Footprint (visible from collected street view)
- ii. Awnings
- iii. Entryways, stairs, doors
- iv. Trees and current amenities along the streets (size and descriptions)
- v. Lighting, signage, pavement markings (sign descriptions)
- vi. Pavement geometric grade/breaklines (BOC, FOC, Gutter, Edge of pavement, sidewalk, driveway, pavers, etc.)
- vii. Surface utility data:
 1. Curb Stops, Valves, Hydrants
 2. Manholes, Handholes, Vaults

- **Base Mapping**

All extracted 3D linework shall be incorporated into Toposhare and shall be accessible through the CLIENT's unique login information.

Subtask 3.2: Underground Infrastructure Survey

- Researching through City, County and State records to review surveys of record pertaining to the survey corridor, including County Auditor's Subdivisions Plats, irregular land survey and road establishment records. Copies of such records are to be included in the project file for future reference.
- This task also includes obtaining sufficient field data to locate or establish property lines affected by the project to enable the preparation of the improvement plans. This includes locating sections corners, property pins and visible lines of occupation such as fences.
- Collection of underground utility information
- Place an Iowa One Call request for field markings and maps prior to fieldwork beginning; utilities shown will be based on visual observation, utility company marking, or from plans made available to Bolton & Menk; private utilities and those not visible or marked by utility companies will not be shown

- Upon completion of the initial design drawing, Bolton & Menk will distribute a review copy to all the utility companies identified through the Iowa One Call process requesting review and comments; after comments are received, we will make appropriate revisions and provide a final CAD file and hard copy
- Storm Sewer, Watermain and Sanitary Sewer
 - Marked and/or visible structures and service lines
 - Intakes and manholes
 - Hydrants
 - Water valves and curb stops
- Structure inventories
 - Rim elevations
 - Pipe sizes
 - Pipe inverts and direction of flow
- Natural Gas, Communication (Phone/Cable) and Electric
 - Meters, transformers, and pedestals
 - Marked and/or visible service lines

Subtask 3.3: Corridor 360 photography

CONSULTANT will collect 360 degree photography for the entire project limits for use during the design phase of the project.

TASK 4: BASEMENT INVESTIGATIONS

Subtask 4.1 – Basement Investigations

The CONSULTANT, along with the CLIENT, will investigate existing basements of adjacent properties that extend beyond the building face into the ROW. It's estimated that up to 10 of the 35 individual properties along the corridor will have basements that need to be inspected. Each basement inspection will include the following items.

- Documentation of the existing basement wall conditions
- Documentation and measurement of any portion of the basement that extends beyond the building face including full and partial projection and coal shoots.
- Documentation of any visible utilities in the basement.
- If more than 10 properties have basements that need to be inspected each inspection will be an additional fee negotiated with the City prior to completing the work.

TASK 5: GEOTECHNICAL INVESTIGATION (PROVIDED BY CLIENT)

- A. Coordination of Geotechnical Subconsultant, Construction Materials Testing (CMT), for Drilling: The CONSULTANT will provide Geotechnical Subconsultant with coordinates for the locations of borings before the drilling work and SUBCONSULTANT will coordinate with the Geotechnical Subconsultant during drilling regarding adjustments to the boring locations and sampling procedures so that the completed work provides sufficient geotechnical data for use by SUBCONSULTANT.
- B. Development of Soil Design Parameters. The SUBCONSULTANT will develop soil design parameters for use in numerical analyses.

- C. Preparation of Geotechnical Report. The SUBCONSULTANT will prepare a draft geotechnical report summarizing results of field exploration and laboratory testing programs, boring logs, lab test data, subgrade evaluations, pavement section design and soil infiltration rates. This task will include an effort to incorporate geotechnical analysis and recommendations into roadway, drainage, and watermain elements.
- D. Geotechnical Analyses for Roadway. The SUBCONSULTANT will perform geotechnical analyses for evaluation of the following considerations:
- Evaluation of subgrade stabilization alternatives as needed.
 - Vehicular pavement section design using SUDAS guidance (assumes no pervious pavement design).
 - Determination of infiltration rate for design of stormwater infiltration features based on guidance from the Iowa Storm Water Management Manual.

TASK 6 – ENVIRONMENTAL/CONTAMINATED SITES REVIEW

The SUBCONSULTANT (Impact7G) will complete a U.S. Department of Housing and Urban Development *NEPA Environmental Assessment Checklist* using the HEROS portal and a Phase IA cultural resources desktop assessment for the above referenced project.

The *NEPA Environmental Assessment Checklist* will be compiled and prepared, based on information provided by the City of Perry and its contractors, identifying and discussing project purpose, need, scope and planning area. This will contain an evaluation of environmental impacts and reasonable alternatives, per basic ER standards as required by HUD. This review will be used by the City to solicit agency comments from relevant federal and state agencies per HUD requirements.

Phase IA Archaeological and Cultural Resources Desktop Assessment and Reporting Impact7G will complete a Phase IA archaeological and cultural resources desktop assessment for the proposed project area. Our strategy for completing these projects is to rely on a mixture of background research, geologic investigations, and archaeological/architectural field investigations to identify cultural resources within the project area. All proposed research will follow standards for archaeological investigations in Iowa defined by the Association of Iowa Archaeologists. The investigation will include:

- A comprehensive review of historic plat maps, historic records, archaeological site records, and historic architectural inventories, including all pertinent National Register forms.
- A high-level geoarchaeological and geomorphological review of the project area.
- A detailed description of the project area, including maps and representative photographs.
- A site-visit of the project area.
- A preliminary evaluation of all identified cultural resources with clear National Register recommendations.
- Preparation of a contract completion report meeting State and Federal requirements.

TASK 7 – STORM WATER ANALYSIS

Subtask 7.1 Kickoff Meeting

This task includes facilitating a Kick-Off Meeting with the CLIENT to accomplish the following:

- Review and confirm the scope and nature of the plan
- Determine goals of the CLIENT
- Review any known problems/issues within the project corridor storm sewer system

Items Provided By CLIENT: CLIENT to share field data, as-builts, mapping, GIS data and other project specific items.

Subtask 7.2 Data Collection and Mapping

This task includes collecting all publicly available GIS data and processing it to support the hydraulic modeling.

It is assumed that the CLIENT'S existing GIS data includes storm sewer infrastructure data of sufficient accuracy to serve as a basis of the study. GIS data should be provided to the CONSULTANT at the beginning of the project. CONSULTANT will review and process the provided GIS data to support model efforts. Further, CONSULTANT will acquire LiDAR data and hydro-condition it to serve as a basis for watershed delineation.

This task does not include on-site data acquisition, such as topographic survey or site visits/observations.

Subtask 7.3 Evaluate Proposed Storm Sewer

The consultant will evaluate the proposed storm sewer needs for the current project and future downtown projects. The evaluation will include the following items.

- Determine preliminary storm water needs for future downtown project including preliminary pipe sizing and estimated depth.
- Proposed storm sewer locations will be based on existing storm locations and input from CLIENT.
- No hydraulic modeling of the existing storm sewer will be completed as part of this task.
- Outlet analysis will be completed based on pipe size and depth and does not include hydraulic modeling.

TASK 8 – PRELIMINARY DESIGN

Subtask 8.1 Utility Coordination

- During the field data collection phase, the CONSULTANT will complete an Iowa One Call to identify the utilities within the project corridor. The CONSULTANT will attend up to two (2) in-person utility coordination meetings with affected utilities to review the proposed construction and identify conflicts and required relocations. The first will be to advise of the nature and extent of the improvements and any potential conflicts with existing or proposed utility systems (30% design) and the second will be final design review and coordination meeting (90% design).
- Utility coordination will be discussed again at the preconstruction meeting. Additionally, the CONSULTANT will prepare and conduct up to three (3) conference calls with affected utilities. It is understood that existing utility locations will be taken from as constructed information or as marked in the field and that there will be no excavation for location as part of this scope of services.

The CONSULTANT will prepare public utility tabulations, existing conditions mapping, and project public utility removal plans for inclusion in the construction documents. Locations of identified existing utilities will be tabulated and anticipated impacts will be summarized for each utility that has proposed impacts from the improvements.

Subtask 8.2 – Watermain Design

- **Watermain Coordination:** The CONSULTANT will coordinate with Perry Water Works for the watermain design along the project limits. The CONSULTANT will organize up to two (2) in-person meetings with Perry Water Works for design meetings and up to two (2) conference calls with Perry Water Works.

- **Watermain Design.** The CONSULTANT will complete the detailed design for watermain improvements. It is assumed that all the watermain replaced will be sized as directed by Perry Water Works and that no water modeling or sizing is included in the scope of this contract. This task includes preparation of the following items:
 - Removal plans and tabulations
 - Review and analysis of historical maps provided by Perry Water Works
 - Development of horizontal and vertical placement for watermain.
 - Plan and profile sheets for watermain improvements
 - Water Service replacements for existing services
 - Design of new fire protection lines for existing buildings.
 - Construction and special structure details
 - Special Provisions specifications, as necessary

- CONSULTANT will be responsible for drafting tie-in details and outlining a construction staging sequence for construction, valve operation, in/out of service schedule.

- **Watermain Permitting.** The CONSULTANT will complete and submit the Iowa DNR permit for the Watermain.

Subtask 8.3 – Preliminary Design

The CONSULTANT will perform preliminary design services in the preparation of design plans and specifications depicting the proposed grading, drainage, paving, signing, utility relocation, and other features of the project.

During preliminary design, the CONSULTANT will review the previously developed conceptual design and review configuration, traffic flow and intersection geometrics with the CLIENT. Once the corridor geometrics are approved, the CONSULTANT will then proceed with final design and documentation.

The preliminary plans will include but not limited to the following task:

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: index of sheets, revisions, legend, location map, project number, design traffic data.

Preliminary Typical Cross Sections and Details (B Sheets)

This task consists of assembling typical cross sections to be used for the proposed improvements as well as a preliminary determination of the limits that each typical section will apply. The typical cross sections will include but not be limited to proposed grading, drainage and paving improvements.

Preliminary Estimate of Quantities (C Sheets)

This task consists of a preliminary determination of the bid items to be included in the project, along with an estimate of quantities for each item.

Preliminary Plan and Profiles (D and E Sheets)

This task consists of the development of preliminary plan and profile sheets to show existing topography along with proposed improvements based on the survey location centerline. Proposed Right-of-Way and Construction Easement limits based on grading/impact limit lines will be shown. CAD work necessary to show preliminary design features for proposed improvements will be included. The scale of these sheets will be 1"=20'.

Preliminary ROW Sheets (H Sheets)

This task consists of development of the existing ROW through the project and showing preliminary easement needs. The scale of these sheet will be 1"=20'. The consultant shall provide the CLIENT a list of properties with easement/right of entry needs that accompany the H Sheets. The easement/right of entry needs will be established with the preliminary design phase to allow City staff time to meet with property owners and obtain the necessary approvals prior to bidding.

Preliminary Traffic Control and Staging (J Sheets)

Develop a suitable plan for construction scheduling and staging of the Project and for traffic control measures to be implemented during construction. The staging plan shall include provisions for maintaining access to adjacent properties during construction. For estimating purposes, it is assumed that the roadway will be closed during construction and a single detour plan will be implemented.

The traffic control devices, procedures, and layouts shall be as per the Manual of Uniform Traffic Control Devices (MUTCD).

Preliminary Intersection Geometrics (L Sheets)

Develop and refine geometric layouts and provide additional horizontal and vertical survey information needed to construct the intersections. The scale of these plan sheets will be 1"=20'.

Preliminary Storm Drainage Design (M Sheets)

Develop preliminary storm sewer layout and sizing based on proposed improvements and existing drainage patterns utilizing Chapter 2 of the SUDAS Design Manual. Resolve potential conflicts with underground utilities and other design elements. Vertical profiles are not developed as part of this task. The scale of these plans sheets will be 1"=20'.

Preliminary Sanitary Sewer Design (M Sheets)

Develop preliminary sanitary sewer layout and sizing based on proposed improvements and existing infrastructure. Resolve potential conflicts with underground utilities and other design elements. Vertical profiles are not developed as part of this task. The scale of these plan sheets will be 1"=20'.

Preliminary Watermain Design (M Sheets)

Develop preliminary watermain design layouts including watermains and services based on proposed improvements and existing conditions. Identify staging/order of construction to

ensure all services remain active as much as possible. Vertical profiles are not developed as part of this task. The scale of these plan sheets will be 1"=20'.

Preliminary Removal Plans (R Sheets)

This item consists of preliminary design and drafting of proposed removals.

Preliminary Curb Ramp Design (S Sheets)

Develop preliminary curb ramp layout in accordance with Chapter 12 of Iowa SUDAS Design Manual. Design ramp geometric configurations alternatives, identify surface requirements, review general horizontal curb opening, cross slopes, running slope, and identify sidewalk width and passing space within the corridor.

Preliminary Streetscape Design (T Sheets) – Develop preliminary streetscape plans showing proposed paver locations and streetscape amenities. The scale of these plans will be 1"=20'

Preliminary Cross Sections (W and X Sheets)

This task consists of design and drafting associated with the assembly of detailed cross sections (25' increments) to illustrate typical conditions, drainage designs, and non-typical conditions as needed for guidance during design, review, and quantity estimating purposes. Additional cross sections will be created for the center of all driveways that are impacted.

Subtask 8.4 – Preliminary Opinion of Probable Construction Cost

The CONSULTANT shall prepare a preliminary Opinion of Probable Construction Cost for the Project

TASK 9 – FINAL DESIGN

Based upon approved preliminary design, field exam, and public informational meeting, the CONSULTANT will proceed with final design, contract drawings, specifications, and opinion of probable construction cost for the award of a single Contract for the construction of the proposed improvements. The work tasks to be performed include the following:

Subtask 9.1 Final Plans

The CONSULTANT shall provide the CLIENT with the following deliverables:

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: index of sheets, revisions, legend, location map, project number, design traffic data.

Final Typical Cross Sections and Details (B Sheets)

This task consists of final design and drafting of typical cross sections and standard details to be utilized for the improvements.

Final Estimate of Quantities (C Sheets)

This task consists of final bid items to be included in the Project, as well as final quantity tabulations, and the development of the general notes and estimate reference information.

Final Erosion Control and Surface Restoration (CE Sheets)

This item includes the final design and drafting of erosion control measures and surface restoration to be provided on the Project.

Final Plan and Profiles (D and E Sheets)

This item consists of the final design and drafting of roadway plan and profile sheets, including the detail information required for plan approvals, permitting, and construction of the proposed improvements. This task also consists of the final design and drafting for the installation of new utilities and utility adjustments that can be determined from coordination with the utility companies at the time of design.

Final Control Points and Alignment Sheets (G Sheets)

This item consists of assembling control points and benchmark data used to develop the plans and to be preserved throughout construction of the project. Tabulation of all centerline alignment data used for preparation of the plans will be included along with the control points and benchmarks.

Final ROW Sheets (H Sheets)

This task consists of documenting the existing ROW through the project and showing final easement for the project. The scale of these sheet will be 1"=20'. This task does not include obtaining any easement/right of entry permits. City staff shall be responsible for obtaining all recommended easements.

Final Traffic Control, Staging and Pavement Markings (J Sheets)

This item consists of final design and drafting of the traffic control, staging and permanent pavement marking plans.

The traffic control devices, procedures, and layouts shall be as per the Manual of Uniform Traffic Control Devices (MUTCD).

Final Intersection Geometrics (L Sheets)

This item consists of the final design and drafting of jointing details, spot elevations, and geometric layouts for all non-typical pavement areas.

Final Storm Drainage Design (M Sheets)

This item consists of final design and drafting of storm sewers, storm sewer inlets, manholes and other storm drainage related facilities for the project.

Final Sanitary Sewer Design (M Sheets)

This item consists of final design and drafting of sanitary sewers, manholes and other sanitary related facilities for the project.

Final Watermain Design (M Sheets)

This item consists of final design and drafting of proposed improvements, watermain profile, hydrant and valve locations. The design will be coordinated with Perry Water Works.

Final pavement marking plans (N Sheets)

This item consists of final design and drafting of pavement markings for the Project.

Final Lighting Plans (P Sheets)

Develop lighting electrical plans to identify location and type of new conduit and wiring for existing light poles. It is assumed that the existing lighting units will be salvaged and reinstalled on new foundations. Additional lighting and electrical amenities to be identified on the plans may include landscape lighting, uplighting for gateway monuments, personal charging stations and event power. Empty conduit may be provided for future electrical needs.

Final Removal Plans (R Sheets)

This item consists of final design and drafting of proposed removals.

Final Curb Ramp Design (S Sheets)

Develop final curb ramp layout in accordance with Chapter 12 of Iowa SUDAS Design Manual. Final ramp geometric configurations alternatives, identify surface requirements, review general horizontal curb opening, cross slopes, running slope, and identify sidewalk width and passing space within the corridor.

Final Streetscape Design (T Sheets)— Final streetscape plans shall be developed and shall include special paving layout and details, monument signage, landscaping, and special design details.

Final Design Cross Sections (W and X Sheets)

This task consists of final design and drafting individual cross sections for the project. Cross sections will be designed and drawn at 25-foot maximum intervals, with additional cross-sections included as necessary.

Subtask 9.2 Project Manual

This task consists of providing a Project Manual for the Project, including Notice of Hearing and Letting, Instruction to Bidders, Bid Forms, Bond Forms, Agreement Forms, General Conditions of the Construction Contract, Supplementary General Conditions, and Detailed Construction Specification

Subtask 9.3 Final Opinion of Probable Construction Cost

The CONSULTANT shall prepare a final Opinion of Probable Construction Cost for the Project.

Subtask 9.4 Final Design Meeting

It is estimated that the CONSULTANT'S staff will attend one (1) meeting with the CLIENT, and others to review progress, assist in decision-making, and receive direction from the CLIENT. This meeting will be held after a final review of the plans by the CLIENT and all affected utilities in the corridor. Plan revisions will be completed based on review comments.

Subtask 9.5 Final Permitting

The CONSULTANT shall obtain the following permits for the project.

- IDNR Watermain Permit
- IDNR Sanitary Sewer Permit
- IDNR NPDES Permit

TASK 10 – BIDDING

The CONSULTANT will coordinate and manage the bid-letting process for the project. For estimating purposes, one (1) letting has been included as part of this task. The work task to be performed or coordinated by the CONSULTANT shall include the following:

Subtask 10.1 Printing of Plans and Specifications

This task consists of printing and handling of the Plans and Specifications. For budget purposes it is estimated that ten (10) half-sized (11"x17") plan sets and specifications will be duplicated and assembled by the CONSULTANT. This task also includes the dissemination of the contract documents and maintaining a plan holders list during the bidding phase.

Subtask 10.2 Advertisement/Notice of Project

The CONSULTANT shall prepare the formal Notice of Hearing and Letting. The CLIENT shall post the Notice of Letting. The CLIENT shall handle publication of the Notice of Hearing. The CONSULTANT shall also prepare and disseminate an informal notice to contractors concerning the upcoming Project.

Subtask 10.3 Plan Clarification and Addenda

The CONSULTANT shall be available to answer questions from contractors prior to the letting and shall issue addenda as appropriate to interpret, clarify or extend the bidding documents.

Subtask 10.4 Letting, Bid Tabulations, and Award Recommendation

The CONSULTANT shall have a representative present when opening the bids and proposals, shall make tabulations of the bid for the CLIENT, shall advise the CLIENT on the responsiveness of bidders and assist the CLIENT in making the award of contract, including preparation of necessary contract document.

II. HOURLY RATE SERVICES

Upon request, the following services shall be provided at CONSULTANT's standard hourly rate and a fee estimate shall be developed and mutually agreed upon prior to commencement of work, for each of the following services:

- A. **FUNDING ASSISTANCE.** Throughout the project, our team will consider future funding opportunities to leverage project resources. This task allows our team to assist the CLIENT in identifying and pursuing funding opportunities as requested. CONSULTANT will develop a funding matrix of potential grant sources and maintain a funding plan that will aid in the development of commitments and identification of the possibilities to close the funding gaps.
- B. **REMONUMENTATION.** Replacing lost or obliterated government survey corners or property corners along the project route.
- C. **CONSTRUCTION STAKING.**
- D. **ADDITIONAL PROPERTY OR RIGHT-OF-WAY ACQUISITION SERVICES.** Includes additional property or right of way acquisition services beyond those included in the Basic Services, including: preparation of easement agreements, preparation of right-of-way plats, assistance with eminent domain proceedings, court preparation and testimony.

- E. BASEMENT/VAULT DESIGN. Structural design services associated with basement inspections completed by Tometich Engineering.
- F. ENVIRONMENTAL SERVICES. Environmental services associated with asbestos investigations and mitigation, hazardous materials leaks and contaminated soils beyond the initial report provided by Impact7G.
- G. All other services not specifically identified in Tasks 1 through 10.

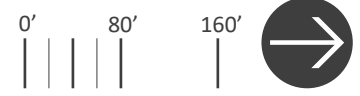
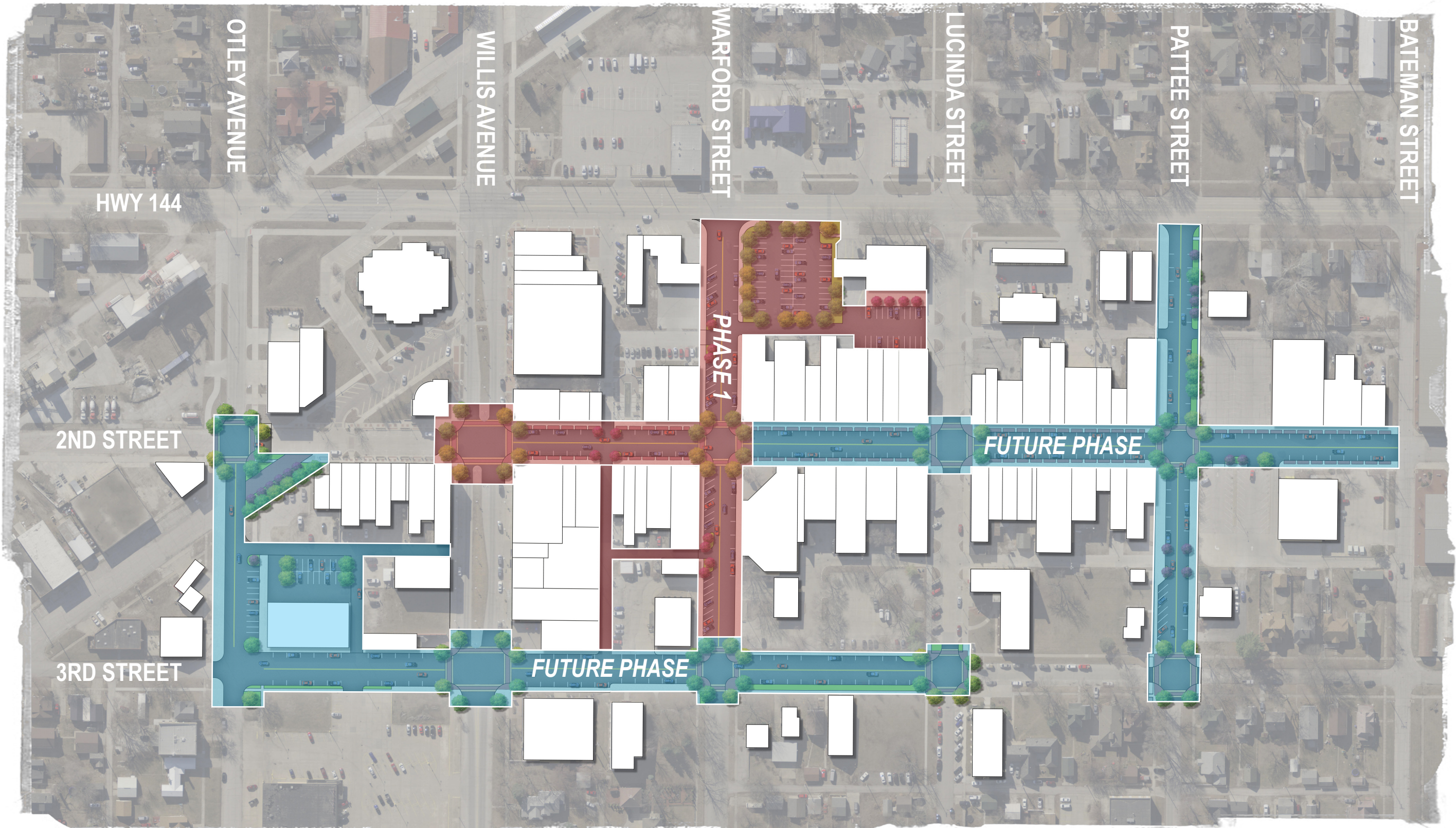
III. PROPOSED SCHEDULE

The anticipated project schedule is as follows:

- Topographic Survey: June
- 30% Design Review: September 2023
- 60% Design Review: November 2023
- 95% Design Review: January 2024
- Bidding Phase: February 2024

IV. ESTIMATED FEES:

Scope of Services		
	TASK	PRICE
1	Project Initiation and Project Management	\$ 79,420.00
2	Public Involvement and Stakeholder Input	\$ 42,058.00
3	Data Collection	\$ 13,452.00
4	Basement Investigations	\$ 14,552.00
5	Geotechnical Investigation	\$ 38,752.00
6	Environmental/Contaminated sites review	\$ 6,380.00
7	Storm Water Analysis	\$ 19,418.00
8	Preliminary Design	\$ 164,728.00
9	Final Design	\$ 233,412.00
10	Bidding	\$ 6,574.00
Total		\$ 618,746.00



RESOLUTION NO. 060523F

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH BOLTON & MENK FOR THE WILLIS AVENUE OVERLAY

WHEREAS, the City of Perry intends to engage the services of Bolton & Menk, Inc. to provide design services for the Willis Avenue Overlay, and

WHEREAS, City staff have met with representatives from Bolton & Menk, Inc. to discuss the proposed professional services for the project, and

WHEREAS, Matt Ferrier, Project Engineer with Bolton & Menk has prepared a Professional Service Agreement for the project, with the scope of work to include client coordination and project management, data collection, design, public involvement, environmental approvals, bidding phase services, and construction services.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Perry, Iowa hereby approves the Professional Services Agreement with Bolton & Menk, Inc. for professional services for the Willis Avenue Overlay with a cost not to exceed \$124,100 (One Hundred twenty-four thousand one hundred dollars), without prior approval per the 2023 Bolton & Menk rate schedule.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: [515] 233-6100
Fax: [515] 233-4430
Bolton-Menk.com

June 5, 2023

Mr. Sven Peterson
City Administrator
City of Perry
1102 Willis Avenue
Perry, Iowa 50220

RE: Willis Avenue Overlay

Dear Sven:

Thank you for the opportunity to provide professional services to the City of Perry for the Willis Avenue Overlay project. Attached for your review and approval are the Scope of Services and Agreement for the above referenced project. Please review this information at your earliest convenience, and don't hesitate to contact us should you have any questions or concerns.

We appreciate this opportunity and look forward to working with you on this important project for the City of Perry.

Sincerely,

BOLTON & MENK, INC.

A handwritten signature in blue ink that reads 'Matthew W. Ferrier'.

Matthew W. Ferrier, P.E.
Project Engineer

c:

Enclosure

PROFESSIONAL SERVICES AGREEMENT

by and between
BOLTON & MENK, INC.
1519 Baltimore Ave
P.O. Box 668
Ames, Iowa 50010-0668
Ph. (515) 233-6100 Fax (515) 233-4430
(hereinafter referred to as BMI)
and

Date of Agreement: June 5, 2023
Agreement Number: (BMI Project Number)
Project Location: City of Perry, Iowa

Client	
Name: <u>City of Perry, Iowa</u> Address: <u>1102 Willis Avenue</u>	Phone No.: (515) 465-2481
Address: _____ City: <u>Perry</u> State <u>Iowa</u> Zip <u>50220</u> <small>(hereinafter referred to as Client)</small>	Fax No.: (515) 465-2562

Agent or Person Ordering Services and/or Billing Address (if different)	
Agent or Person Ordering Services: <u>Sven Peterson, City Administrator</u> Address: _____	Phone No.:
City: _____ State _____ Zip _____	Fax No.:


Fee Arrangement
Not to Exceed \$124,100.00 without prior approval as per the 2023 Bolton & Menk rate schedule.

Scope and Schedule
Design Phase Services of the Willis Avenue Overlay project. See Exhibit I, Scope of Services. Client Contact: Josh Wuebker Bolton & Menk Contact: Matthew Ferrier, PE

Special Conditions
The services described in this Work Order will be consistent with the terms and conditions described in the Agreement for Professional Services between Bolton & Menk, Inc. and the City of Perry, dated May 21, 2018 and approved by the Perry City Council on June 6, 2018 unless modified by this Work Order.

BMI and Client agree to the Terms and Conditions as stated above and on the reverse side of this Agreement. The below signed represents that he or she has been authorized to accept this agreement on behalf of the Client and assumes financial responsibility for all services in the event of default by the Client.

Offered by: Bolton & Menk, Inc.



Matthew W. Ferrier, Iowa Workgroup Leader

5/31/2023

signature and date

Accepted by: City of Perry, Iowa

John Andorf, Mayor

signature and date

EXHIBIT I
BOLTON & MENK'S SERVICES
WILLIS AVENUE OVERLAY
PERRY, IOWA

June 2023

DESCRIPTION OF PROJECT AND SCOPE OF IMPROVEMENTS

Bolton & Menk agrees to provide civil engineering services required for the design and construction for the asphalt mill and overlay project on Willis Avenue from W. 3rd Street to 17th Street. The project includes a mill and overlay of the existing asphalt surface and spot replacement of curb, driveways and ADA ramps adjacent to the roadway as identified in the project kickoff. This project will be paid for in part by a State Transportation Block Grant (STBG), and will be let through the Iowa Department of Transportation (DOT).

The basic improvements anticipated as part of this Agreement include topographic survey, design of the HMA overlay, storm/sanitary sewer structure surface adjustments, and the construction document preparation required to meet Iowa DOT letting standards.

BASIC SERVICES

For purposes of this Project, Basic Services to be provided by Bolton & Menk are as follows:

TASK 1: CLIENT COORDINATION AND PROJECT MANAGEMENT

Subtask 1.1: Project Initiation

Description: Bolton & Menk will facilitate a project kick-off meeting with City staff to accomplish the following:

- Review and confirm the scope and nature of the proposed improvements
- Review any special conditions regarding project staging during construction
- Prepare and distribute a notification to property owners of the proposed work
- Conduct a field review of project area by project team members with City staff
- Adjust project schedule if required for preferred DOT letting
- Initiate and complete the Concept Statement
- Initiate DOT NEPA and environmental clearances

Deliverables:

- Minutes of the kick-off meeting
- Copy of the Concept Statement upon submittal to the DOT

Subtask 1.2: Project Management

Description: The project manager from Bolton & Menk will be responsible for monthly progress reporting, meeting minutes, interoffice memoranda, and invoicing. This task also includes scheduling of staff, coordinating with Sub-consultants, review of progress, and senior review of deliverables. For estimating purposes, it is assumed that the project design duration will be five (5) months.

TASK 2: DATA COLLECTION

Subtask 2.1: Field Data Collection

Description: Collect detailed field survey information within project limits and adjacent areas for final design and preparation of construction documents. The field survey will be supplemented by other available information such as aerial photos, utility maps, as-built drawings, reports and studies, etc.

Deliverables:

- CADD file of field data collected

Subtask 2.2: Topographic Survey

Description: Bolton & Menk will perform limited topographic survey for the proposed project. Survey data will be provided by the CLIENT in the form of a previously completed scan of the project area. This scanned data will be converted into a design base map and survey by a sub-consultant under this scope. Their work is to include:

- **Control Monuments**

The CONSULTANT will utilize the primary airport control at the Perry Municipal Airport (PID MJ1441) for previously collected remote sensing data conducted for the CLIENT in 2021 and will adjust to local project control provided by the CLIENT.

- **Remote Sensing**

The CONSULTANT will utilize project control set by others for supplemental data collection and point cloud manipulation.

- **Remote Sensing Extraction**

Adjusted LiDAR data, on hard surfaces, typically lies within a band of points ranging from .00' to 0.05' in thickness. The draping method used for developing data on hard surfaces is taking the average elevation of all points within a user defined radius for the point being extracted. The radius used is dependent on the density of the points in the area of the feature being delineated.

The CONSULTANT will use TopoDOT® software to extract the following visible linear and point features:

- i. Building Footprint (visible from collected street view)
- ii. Awnings
- iii. Entryways, stairs, doors
- iv. Trees and current amenities along the streets (size and descriptions)
- v. Lighting, signage, pavement markings (sign descriptions)
- vi. Pavement geometric grade/breaklines (BOC, FOC, Gutter, Edge of pavement, sidewalk, driveway, pavers, etc.)
- vii. Surface utility data:
 1. Curb Stops, Valves, Hydrants
 2. Manholes, Handholes, Vaults

- **Base Mapping**

All extracted 3D linework shall be incorporated into Toposhare and shall be accessible through the CLIENT's unique login information.

TASK 3: DESIGN, PUBLIC INVOLVEMENT, AND ENVIRONMENTAL APPROVALS

Subtask 3.1 Preliminary Plans

Description: Preparation of preliminary plans for submittal to the Iowa DOT, via TPMS. This will include all items required in the Preliminary Plans Checklist per IDOT IM 3.400, Attachment B.

Deliverables:

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: index of sheets, revisions, legend, location map and project number.

Preliminary Typical Cross Sections (B Sheets)

This task consists of assembling the Typical Cross Sections to be used for the proposed improvements as well as a preliminary determination of the limits that each Typical Section will apply. The typical Cross Sections will include but not be limited to typical sections for the proposed grading, drainage and paving improvements.

Preliminary Estimate of Quantities and tabulations (C Sheets)

This task consists of a preliminary determination of the bid items to be included in the project, along with an estimate of quantities for each item.

Preliminary Plan and Profiles (D and E Sheets)

This task consists of the development of preliminary plan and profile sheets that will show the existing topography along with the proposed improvements based on the survey or the office relocation centerline. Proposed Right-of-Way and Construction Easement limits based on the catch point lines will be shown. Included will be the necessary CAD work to show the preliminary design features for the proposed improvements. The scale of these sheets will be 1"=20'.

Preliminary Traffic Control and Staging (J Sheets)

Develop suitable plan for construction scheduling and staging of the Project and for traffic control measures to be implemented during construction. Staging plan shall include provisions for maintaining access to adjacent properties during construction. For estimating purposes, it is assumed that the roadway will be closed in phases, and local detours will be implemented.

The traffic control devices, procedures, and layouts shall be as per the Manual of Uniform Traffic Control Devices (MUTCD).

Preliminary Cross Sections (W Sheets)

This task consists of design and drafting associated with the assembly of detailed cross sections to illustrate typical conditions, drainage designs, and non-typical conditions as needed for guidance during design, review, and quantity estimating purposes.

- Preliminary Opinion of Project costs

Subtask 3.2 Preliminary Design Review Meetings

Description: It is estimated that the Bolton & Menk’s staff will attend three (3) meetings with the City, and others to review progress, assist in decision-making, and receive direction from the City during the design phase.

Subtask 3.3: Public Informational Meeting

Description: The Bolton & Menk project team will be responsible for conducting a public informational meeting with assistance and participation by City staff. This public informational meeting will be held early in the project development process in order to communicate to the property owners the general nature of the proposed improvements and to gather pertinent information from the public. The meeting will be conducted in an informal setting with a brief presentation followed by an “open house” format to encourage participation by the property owners and to provide an opportunity to meet one-on-one with members of the project team.

Subtask 3.4 Check Plans

Description: Preparation of check plans for submittal to the Iowa DOT, via TPMS. This will include all items required in the Check and Final Plans Checklist per IDOT IM 3.700, Attachment B.

Deliverables:

- Check Plans for submittal to Iowa DOT

Subtask 3.5: Final Plans

Description: Preparation of final plans for submittal to the Iowa DOT, via TPMS. This will include all items required in the Check and Final Plans Checklist per IDOT IM 3.700, Attachment B, and include any additional comments from the IDOT check plan review.

Deliverables:

- Final Plans for submittal to Iowa DOT (100%)
- Preparation and submittal of Project Development Certification

Subtask 3.6 Opinion of Probable Construction Cost

Description: The Bolton & Menk shall prepare a final Opinion of Probable Construction Cost for the Project. An updated Opinion of Probable Construction Cost shall be prepared at the time of completion of the plans and specifications. The Opinion of Probable Construction Cost is intended for the use of the City in financing the Project.

Deliverables:

- Updated Opinion of Probable Construction costs

TASK 4: BIDDING PHASE SERVICES

For estimating purposes, one (1) letting has been included as part of this task. The City shall prepare the formal Notice of Hearing and Letting. The City shall post the Notice of Letting, and shall handle publication of the Notice of Hearing.

Subtask 4.1 Plan Clarification and Addenda

Description: Bolton & Menk shall be available to answer questions from contractors prior to the letting and shall issue addenda as appropriate to interpret, clarify or expend the bidding documents.

Subtask 4.2 Bid Tabs, and Award Recommendation

Description: Bolton & Menk will compile a bid tabulation based on information received from the DOT, post-letting. Bolton & Menk will write the recommendation letter of award to be considered by the City Council.

TASK 5: CONSTRUCTION SERVICES

Subtask 5.1: Preconstruction Services

Description: A Bolton & Menk manager will develop an agenda and conduct the preconstruction meeting with the contractor, subcontractors, utility companies, and other interested parties. prior to the start of construction. Invitations to the meeting will be sent to applicable DOT staff.

Deliverables:

- Preconstruction meeting attendance and agenda
- Meeting Minutes of the preconstruction meeting

Subtask 5.2: Construction Administration

Description: The Project Manager will perform the following construction administrative responsibilities:

- Coordinate with DOT on the bidding documents.
- Bolton & Menk will issue necessary interpretations and clarifications of the Plans, and in connection therewith, prepare change orders as required.
- Provide supervision and support to Resident Project Representative (RPR) and perform regular on-site reviews.
- Convene and preside over construction progress meetings to be held twice a month, and prepare minutes.
- Provide weekly updates to City staff for City website and newsletters.
- Coordinate with franchise utilities on placement and relocation of utilities within the ROW.
- Bolton & Menk will prepare and sign Pay Estimates twice monthly for processing by the City. This will include the verification that the Contractor has met Material Acceptance Requirements (MAR) required by the DOT prior to receiving payment.
- Bolton & Menk will conduct a final inspection of the project in the company of the City and the DOT to determine if the work is complete and acceptable. The Bolton & Menk will complete IDOT form 435 and post it to Doc Express as required by the DOT.
- Bolton & Menk shall prepare record drawings showing those changes made during construction, based on the marked-up drawings and other data furnished by the Contractor and the RPR. Bolton & Menk shall provide the City with one (1) reproducible copy of the record drawings.

- Bolton & Menk shall review shop drawings, samples, and other data which the Contractor is required to submit, but only for conformance with design concept of the Project and conformance with the information given in the contract documents. Bolton & Menk shall evaluate and determine the acceptability of substitute materials and equipment proposed by the Contractor. Bolton & Menk shall have authority to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testing, and approvals required.

Subtask 5.3: Construction Observation

Description: This task includes the Resident Project Representative (RPR) who will be on-site during the various stages of construction in order to observe and review the quality of work. RPR will determine the payment amounts owing to the Contractor and recommend, in writing, payments to the Contractor in such amounts. Such recommendations of payment will constitute a representation to the City, based on such observations and review that the work progressed to the point indicated, and that to the best of the Bolton & Menk's knowledge, information and belief, quality of such work is generally in accordance with the Plans. In the case of unit-price work, the recommendation of payment will include final determinations of the quantities and classifications of such work.

This task also includes coordinating field-testing of construction materials incorporated into the project. Also included is documenting and observing the performance of construction work and advising the Contractor and the city of non-complying work or materials incorporated into the project. For budget purposes, it is assumed that the construction observation period will be half time for 5 months.

BASIS OF FEE ASSUMPTIONS

For this proposal the following assumptions were made as to the nature of how or why certain situations would be handled:

- Any changes to the scope of work that are not specifically included in this proposal will be considered additional work and a negotiated amendment to the agreement will be completed
- Evaluation/determination of tree cutting/clearing to be done by the City Staff.

ITEMS PROVIDED BY CLIENT

- Existing mapping, reports, and other pertinent information
- Sewer, water, electric, maps, and videos
- Public Meeting location(s)

ADDITIONAL SERVICES

Consulting services performed other than those authorized under Tasks 1-6 shall be considered not part of the Basic Services and may be authorized by the City as Additional Services. Additional Services consist of those services that are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the bidding of the project; or vary depending on the technique, procedures or schedule of the project contractor.

Additional services may include:

1. CONSTRUCTION STAKING
2. CONSTRUCTION OBSERVATION
3. CONSTRUCTION ADMINISTRATION

SCHEDULE

Kickoff – July 18th, 2023
Preliminary Plans – July 18th, 2023
Check Plans – September 5th, 2023
Final Plans – October 17th, 2023
Project bid date – January 17th, 2024

FEES

Bolton & Menk, Inc's proposed fee for the described Scope of Services is as follows:

Scope of Services		
TASK		PRICE
1	Client Coordination and PM	\$ 7,400.00
2	Data Collection and Design	\$ 83,200.00
3	Preconstruction Services	\$ 2,100.00
4	Bidding	\$ 3,400.00
5	Subconsultant Scan	\$ 28,000.00
Total		\$124,100.00

RESOLUTION NO. 060523G

**RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH BOLTON & MENK FOR THE
2024 STREET REPAIRS - HMA REHABILITATION**

WHEREAS, the City of Perry intends to engage the services of Bolton & Menk, Inc. to provide design services for the 2024 Street Repairs - HMA Rehabilitation, and

WHEREAS, City staff have met with representatives from Bolton & Menk, Inc. to discuss the proposed professional services for the project, and

WHEREAS, Project Engineers Matt Ferrier and Jacob Ahrens with Bolton & Menk have prepared a Professional Service Agreement for the project, with the scope of work to include project initiation, project development and design, bid letting phase, and construction services.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Perry, Iowa hereby approves the Professional Services Agreement with Bolton & Menk, Inc. for professional services for the 2024 Street Repairs - HMA Rehabilitation with a cost not to exceed \$126,100 (One Hundred twenty-six thousand one hundred dollars), without prior approval per the 2023 Bolton & Menk rate schedule.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

June 5, 2023

Mr. Sven Peterson
City Administrator
City of Perry
1102 Willis Avenue
Perry, Iowa 50220

RE: 2024 Street Repairs – HMA Rehabilitation

Dear Sven:

Thank you for the opportunity to provide professional services to the City of Perry for the 2024 Street Repairs – HMA Rehabilitation project. Attached for your review and approval is the Scope of Services and agreement for the above referenced project. Please review this information at your earliest convenience.

We appreciate this opportunity and look forward to hearing back from you. Please don't hesitate to contact us should you have any questions or concerns.

Sincerely,

BOLTON & MENK, INC.

A handwritten signature in blue ink that reads 'Jacob D. Ahrens' with a long horizontal flourish extending to the right.

Jacob D. Ahrens, P.E.
Project Engineer

c:

Enclosure

PROFESSIONAL SERVICES AGREEMENT

by and between
BOLTON & MENK, INC.
1519 Baltimore Ave
P.O. Box 668
Ames, Iowa 50010-0668
Ph. (515) 233-6100 Fax (515) 233-4430
(hereinafter referred to as BMI)
and

Date of Agreement: June 5, 2023
Agreement Number: (BMI Project Number)
Project Location: City of Perry, Iowa

Client	
Name: <u>City of Perry, Iowa</u> Address: <u>1102 Willis Avenue</u>	Phone No.: (515) 465-2481
Address: _____ City: <u>Perry</u> State <u>Iowa</u> Zip <u>50220</u> <small>(hereinafter referred to as Client)</small>	Fax No.: (515) 465-2562

Agent or Person Ordering Services and/or Billing Address (if different)	
Agent or Person Ordering Services: <u>Sven Peterson, City Administrator</u> Address: _____	Phone No.:
City: _____ State _____ Zip _____	Fax No.:

Fee Arrangement
Not to Exceed \$126,100.00 without prior approval as per the 2023 Bolton & Menk rate schedule.

Scope and Schedule
Design and construction of 2024 Street Repairs - HMA Rehabilitation. See Exhibit I, Scope of Services. Client Contact: Josh Wuebker Bolton & Menk Contact: Jacob Ahrens, PE

Special Conditions
The services described in this Work Order will be consistent with the terms and conditions described in the Agreement for Professional Services between Bolton & Menk, Inc. and the City of Perry, dated May 21, 2018 and approved by the Perry City Council on June 6, 2018 unless modified by this Work Order.

BMI and Client agree to the Terms and Conditions as stated above and on the reverse side of this Agreement. The below signed represents that he or she has been authorized to accept this agreement on behalf of the Client and assumes financial responsibility for all services in the event of default by the Client.

Offered by: Bolton & Menk, Inc.


Matthew W. Ferrier, Iowa Workgroup Leader

5/31/2023
signature and date

Accepted by: City of Perry, Iowa

John Andorf, Mayor

signature and date

EXHIBIT I
CONSULTANT'S SERVICES
2024 STREET REPAIRS – HMA REHABILITATION
PERRY, IOWA

June 2023

DESCRIPTION OF PROJECT AND SCOPE OF IMPROVEMENTS

The Consultant agrees to provide civil engineering services required for the reconstruction/rehabilitation of multiple existing asphalt streets throughout the City of Perry, Iowa. The proposed work includes full-depth patches, curb replacement, asphalt overlays, concrete crack and seating, as well as design and construction services for all project areas.

The basic improvements anticipated as part of this Agreement include manholes/intakes and pavement repairs.

I.A. BASIC SERVICES

For purposes of this Project, Basic Services to be provided by Bolton & Menk are as follows:

TASK 1: PROJECT INITIATION

Description: Bolton & Menk will facilitate a project kick-off meeting with City staff to accomplish the following:

- Review and confirm the scope and nature of the proposed improvements.
- Review any special conditions requiring project staging during construction.
- Prepare and distribute a notification to adjacent property owners describing the proposed work.
- Conduct a field review of the project area by project team members and City staff.

Deliverables:

- Minutes of the kick-off meeting.

TASK 2: PROJECT DEVELOPMENT AND DESIGN

Subtask 2.1: Plan Preparation

Description: Complete preliminary and final plans. Major design components to include the following:

- Plan view layout of all surface improvements: aerial view, curb lines and other improvements.
- Miscellaneous plan sheets, including: Title sheet, tabulations, quantities, typical sections, details, and other required information.

Final design and plans will conform to the requirements of the City of Perry and SUDAS Specification requirements. Plans will be reviewed with City staff at the 50%, and 95% completion stages. The project Manual will be reviewed with the City staff at the 95% completion stage.

Deliverables:

- Plans at 50% and 95% complete stages.

Subtask 2.2: QA/QC Review, Final Plans & Specifications

Description: Senior internal review of the final plans. Incorporate final review comments from the City. Prepare specifications for the City.

Deliverables:

- Copies of completed final plans and specifications.

TASK 3: PROJECT BID LETTING PHASE

Subtask 3.1: Coordinate Bid Letting

Description: Provide the following services during the bidding phase:

- Prepare advertisement for bids and submit to the City Clerk for publications.
- Provide copies of the contract/bidding documents.
- Address questions from prospective bidders, subcontractors and suppliers, and prepare and issue addenda as required.
- Attend Bid Opening with City Staff.
- Review Bids and prepare bid tabulation.
- Prepare letter of recommendation for award.

Deliverables:

- Notes from conversations with bidders.
- Addenda (if issued).
- Bid Tabulation.
- Letter of Recommendation.

TASK 4: CONSTRUCTION SERVICES

Subtask 4.1: Construction Administration

Description: The Project Manager will perform the following construction administrative responsibilities:

- Coordinate with design engineer on the bidding documents and contracts.
- Consultant will coordinate with engineer of record for clarification of design documents during construction activities. Consultant will issue necessary interpretations and clarifications of the Plans, and in connection therewith, prepare change orders as required.
- Provide supervision and support to Resident Project Representative (RPR) and perform regular site visits.
- Convene and preside over construction progress meetings held twice a month and prepare & distribute minutes.
- Provide weekly updates to City staff for City website and newsletters.
- Coordinate with franchise utilities on placement and relocation of utilities within the ROW.
- Consultant will prepare and sign Pay Estimates every month for processing by the City.
- Consultant shall prepare record drawings showing changes made during construction, based on the marked-up drawings and other data furnished by the Contractor and the RPR. The Consultant shall provide the City with one (1) reproducible copy of the record drawings.

- Consultant will conduct a pre-construction meeting after award of the construction contract for the City's contractor, subcontractors, utility companies, and other interested parties. Consultant will distribute meeting minute to all parties in attendance.
- Consultant shall review shop drawings, samples, and other data which the Contractor is required to submit, but only for conformance with design concept of the Project and conformance with the information given in the contract documents. The Consultant shall evaluate and determine the acceptability of substitute materials and equipment proposed by the Contractor. The Consultant shall have authority to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testing, and approvals required.
- The consultant will conduct an inspection in the company of the City at both the substantial and final completion stages. A punchlist will be developed at the substantial completion review and verified that the contractor completed all punchlist items in the final walk through. Once the project is determined acceptable, the Consultant will give written notice to the City and the Contractor recommending final payment to the Contractor.
- The consultant shall prepare and coordinate any change orders required during construction. This shall include the adjustment of final quantities at the end of the project.

Deliverables:

- Pre-construction and progress meeting minutes.
- Weekly written project updates for publication to the public.
- Pay Applications.
- Change Orders.
- Punchlist.
- Statement of Substantial Completion.
- Statement of Final Completion.

Subtask 4.2: Construction Observation

Description: This task includes the work of the Resident Project Representative (RPR). The RPR will be on-site during the various stages of construction to observe and review the quality of work. RPR will determine the payment amounts owing to the Contractor and recommend, in writing, payments to the Contractor in such amounts. Such recommendations of payment will constitute a representation to the City, based on such observations and review that the work progressed to the point indicated, and that to the best of the Consultant's knowledge, information and belief, quality of such work is generally in accordance with the Plans. In the case of unit-price work, the Consultant's recommendation of payment will include final determinations of the quantities and classifications of such work.

This task also includes coordinating field-testing of construction materials incorporated into the project. Also included is observing the performance of construction work and advising the Contractor and the city of non-complying work or materials incorporated into the project. For budget purposes, it is assumed that the construction period will be as follows:

ADDITIONAL SERVICES NOT INCLUDED IN THIS CONTRACT

Any service not listed above is excluded from this proposal. These services may be added as part of a change order or a new service proposal.

SCHEDULE

Kickoff – June 7th, 2023
50% submittal – August 28th, 2023
95% submittal – October 30th, 2023
Project bid date – January 10th, 2024

FEES

Bolton & Menk, Inc's proposed fee for the described Scope of Services is as follows:

Scope of Services		
	TASK	PRICE
1	Project Initiation	\$ 4,000.00
2	Design Documentation	\$ 33,400.00
3	Bidding Phase	\$ 9,500.00
4	Construction Administration	\$ 79,200.00
5		
Total		\$126,100.00

RESOLUTION NO. 060523H

RESOLUTION AUTHORIZING SEVERANCE PAY FOR POLICE DISPATCH EMPLOYEES

WHEREAS, due to aging equipment and changes in technology requirements, the Dallas County Sheriff's Department will assume dispatch duties for the City of Perry Police Department and Perry Volunteer Fire Department as of July 1, 2023; and

WHEREAS, four full-time Dispatchers will be laid off with the last day of employment being June 30, 2023;

WHEREAS, the City of Perry wishes to provide severance in the amount of \$5,000 for each of the four Dispatchers as well as an additional \$1,000 if the Dispatcher stays employed through June 30, 2023.

NOW, THEREFORE BE IT RESOLVED that the Perry City Council approves the severance in the amount of \$5,000 for each of the four Dispatchers as well as an additional \$1,000 if the employee stays employed through June 30, 2023.

BE IT FURTHER RESOLVED that the attached Termination of Employment and Release Agreement will be provided to the four Dispatchers and said agreement must be signed within 21 days in order to receive the severance pay.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk

TERMINATION OF EMPLOYMENT AND RELEASE AGREEMENT

Between
EMPLOYEE NAME
And
The City of Perry, Iowa

This Termination of Employment and Release Agreement (hereinafter the "Agreement") is entered into by and between the City of Perry, Iowa (hereinafter "the EMPLOYER"), and **NAME** (hereinafter "EMPLOYEE"), employed by the EMPLOYER as a Dispatcher.

1. Based upon the consideration contained in Paragraph 2, EMPLOYEE agrees with the following:

- (a) Employee's last day of work shall be June 30, 2023 due to layoffs of the City's Dispatchers
- (b) EMPLOYEE will return all property of the EMPLOYER by June 30, 2023.

2. In return for agreeing to this release and fulfilling the terms of this Agreement, the EMPLOYER agrees as follows:

- (a) The EMPLOYER will pay EMPLOYEE a total of approximately **\$NUMBER** which includes the value of accrued vacation, sick leave and compensatory leave less applicable deductions.
- (b) The EMPLOYER will pay EMPLOYEE a severance of \$5,000 less applicable deductions. If EMPLOYEE stays employed by EMPLOYER through June 30, 2023, the EMPLOYEE will receive an additional \$1,000 less applicable deductions.
- (c) The EMPLOYER will provide EMPLOYEE health insurance coverage through June 30, 2023.
- (d) The EMPLOYEE will be eligible to continue health insurance coverage beyond this date at his/her expense in accordance with COBRA.

3. It is understood and agreed that EMPLOYEE is not entitled to receive any compensation from the EMPLOYER other than as set forth in Paragraph 2 of this Agreement.

4. Based upon this Agreement, EMPLOYEE fully and forever releases and discharges the EMPLOYER and its elected officials, directors, officers, employees, agents, trustees, administrators, consultants, contractors, and attorneys, whether past, present, or future, and all predecessors, successors, and assigns thereof from any and all claims, demands, agreements, causes of action, injunctions, and restraints or liabilities of whatever kind, whether in law, equity, or otherwise, and whether now known or with reasonable diligence could have been known, including but not limited to, claims, liabilities, or causes of action relating to or arising out of EMPLOYEE's recruitment, hiring, employment, or separation from employment

with the EMPLOYER, such as (by way of example only) claims under the Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. §§2000 et seq., The Civil Rights Act of 1991, the Americans With Disabilities Act, 42 U.S.C. §§12181- 12189, The Age Discrimination in Employment Act of 1967, The Employee Retirement Income Security Act of 1974, as amended, the Iowa Civil Rights Act, as amended, Iowa Code §§216 et seq., Iowa Code §70A.28, the Iowa Wage Payment Collection Law, Iowa Code §91A, Whistleblower protection claims or other claims related to employment protections and preferences for veterans, claims under any local rule, state or federal statute, claims under common-law, claims for breach of contract, claims for any tort, claims for any wrongful discharge, or any other claims which could have been, but have not been asserted.

5. EMPLOYEE further agrees not to sue or to institute or cause to be instituted any kind of claim or action in any federal, state, or local agency or court against the EMPLOYER, or the individuals referenced in paragraph 4, arising out of or attributable to EMPLOYEE's employment, or separation from employment with the EMPLOYER, or any other action or cause of action released above.

6. EMPLOYEE warrants and represents that he/she has neither made nor suffered to be made any assignment or transfer of any right, claim, demand, or cause of action covered by the above release or covenant not to sue and that EMPLOYEE is the sole and absolute owner of all thereof and that EMPLOYEE has not filed nor suffered to be filed on his/her behalf any claim, action, demand, or other matter of any kind covered by the above release or covenant not to sue as of the date and time of the execution of this Agreement.

7. It is expressly understood and agreed by the parties by entering into this Agreement, the EMPLOYER'S Released Parties in no way admit they have violated any federal, state or local statute or ordinance or common laws, and, to the contrary, expressly deny any such violation. The parties agree the covenants, releases, promises, actions, and assignments contained in this Agreement, and payments and other consideration provided pursuant to it, are not deemed or to be construed as an admission of any wrongful conduct, fault, or culpability of any kind whatsoever by any of the EMPLOYER'S Released Parties, but are to be considered strictly as a compromise for the purpose of avoiding controversy, litigation, and expense.

8. The provisions of this Agreement shall be construed in accordance with the laws of the State of Iowa.

9. In the event that any paragraph, subparagraph, or provision of this Agreement shall be determined to be contrary to governing law or otherwise unenforceable, all remaining portions of this Agreement shall be enforced to the maximum extent permitted by law; the unenforceable paragraph, subparagraph, or provision shall first be construed or interpreted, if possible, to render it enforceable, and, if that is not possible, then the provision shall be severed and disregarded, and the remainder of this Agreement shall be enforced to the maximum extent permitted by law.

10. The Agreement shall inure to the benefit of, be binding upon, and be enforceable by and against the parties to it, their heirs, executors, administrators, successors, and assigns.

11. EMPLOYEE further acknowledges that he/she has been advised of the right to consult an attorney prior to signing this Agreement, and in fact has consulted with an attorney. EMPLOYEE signs this agreement **knowingly and voluntarily** and solely in reliance upon his/her own knowledge, belief and judgment and not upon representations made by the

EMPLOYER or others on its behalf.

12. EMPLOYEE acknowledges that he/she received a copy of this Agreement on **DATE**, and that he/she was given up to twenty-one (21) days to consider this Agreement.

13. Following the date of the full execution of this Agreement, EMPLOYEE shall have seven (7) days to revoke the Agreement, and this Agreement shall not be effective until this seven (7) day period has expired. If EMPLOYEE chooses to revoke this Agreement, he/she shall serve notice of such in writing to Sven Peterson, City Administrator.

**CAUTION: READ CAREFULLY!
THIS RESIGNATION OF EMPLOYMENT AND
RELEASE AGREEMENT, INCLUDES A RELEASE OF ALL CLAIMS!**

FOR THE EMPLOYER:

FOR THE EMPLOYEE:

By: _____
Sven Peterson
City Administrator
Perry, Iowa

By: _____
NAME
Employee

Date: _____

Date: _____

RESOLUTION NO. 060523I

**RESOLUTION APPROVING THE POSITION AND JOB DESCRIPTION OF RECORDS CLERK FOR THE PERRY
POLICE DEPARTMENT IN THE CITY OF PERRY, IOWA**

WHEREAS: due to aging equipment and changes in technology requirements, the Dallas County Sheriff's Department will assume dispatch duties for the City of Perry Police Department and Perry Volunteer Fire Department as of July 1, 2023; and

WHEREAS: with these changes for the Police Department it is necessary to create a job description for Records Clerk to maintain and manage all records for the Perry Police Department.

NOW, THEREFORE BE IT RESOLVED by the Council of the Perry, Iowa approves the attached job description hereby part of this resolution for Records Clerk for the Perry Police Department.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



CITY OF PERRY JOB DESCRIPTION

Title: Records Clerk
Department: Police Department
Reports To: Chief of Police
FLSA: Exempt
Date: April, 2023

SUMMARY

Under general supervision, performs records management duties under the direction of the Chief of Police. Makes independent decisions within the scope of established orders, policies or rules, on assignment requests from within the Department, other governmental entities or general public. Maintains and disseminates all records created and held by the Perry Police Department. Performs all other related duties as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. They are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

The essential functions or duties listed below are intended to illustrate the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Maintain and manage all records to the Perry Police Department including hard copied and computerized files.
- Release and disseminate records maintained by the department in accordance with current federal laws and regulations as well as the State of Iowa
- Maintain department correspondence files, including opening, reviewing and dispersing incoming mail.
- Communicate with other governmental departments and organizations vital to the work of this department.
- Review records for accuracy and completion
- Manage maintenance of department computer systems and video recording systems including on and off site storage.

- Develops working knowledge of all systems used by the Perry Police Department including Tracs, MACH, and the state records filing system.
- Answer administrative phone lines and walk in traffic as needed.
- Directs the Assistant Public Records Clerk and other related work as directed by the Chief of Police.
- Maintains an organized filing system for all correspondence and other paperwork received and generated and processes other confidential correspondence.
- Performs similar or related work as required, directed or as situation dictates.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

- Experience in a similar position.
- Physical and intellectual ability to operate phones, cellular-telephone personal computer/computer network, copier, paper shredder, transcriber, telephone stapler, stapler remover, postage meter and scale, letter opener, scissors, date stamper, pencil/pen and paper.
- Ability to establish and maintain effective working relationships with other officials, civic organizations, employees and the general public.
- Valid driver's license and good driving record.
- Subject to a post-offer drug and alcohol screening and background check.

Preferred Training and Qualifications:

- Bi-lingual in Spanish

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirements

Requires ability to perform repetitive motions, as in typing, on a frequent basis. Requires some physical mobility allowing occasional lifting up to 20 pounds. Requires substantial amounts of bending, reaching, fingering and grasping.

Mental Requirements

Requires ability to use independent judgement on non-routine situations. Must be able to discern what information is confidential and maintain that confidentiality.

Knowledge, Ability and Skill

Knowledge: Requires a working knowledge of the operations, organization and regulations of the department.

Ability: Requires the ability to type with a word processor and typewriter at a rapid and accurate pace with technical or legal subject matter.

Skill: Establish and maintain effective working relationships with various regular contacts. Must communicate orally and written in proper English and be able to read English. Requires thorough knowledge of business English and secretarial procedures and practices.

RESOLUTION NO. 060523J

**RESOLUTION APPROVING THE POSITION AND JOB DESCRIPTION OF AN ASSISTANT RECORDS CLERK
FOR THE PERRY POLICE DEPARTMENT IN THE CITY OF PERRY, IOWA**

WHEREAS: due to aging equipment and changes in technology requirements, the Dallas County Sheriff's Department will assume dispatch duties for the City of Perry Police Department and Perry Volunteer Fire Department as of July 1, 2023; and

WHEREAS: with these changes for the Police Department it is necessary to create a job description for an Assistant Records Clerk to assist the Records Clerk in maintaining and managing all records for the Perry Police Department.

NOW, THEREFORE BE IT RESOLVED by the Council of the Perry, Iowa approves the attached job description hereby part of this resolution for an Assistant Records Clerk for the Perry Police Department.

PASSED AND APPROVED this 5th day of June, 2023.

Charles Schott, Mayor Pro Tem

ATTEST:

Elizabeth Hix, City Clerk



CITY OF PERRY JOB DESCRIPTION

Title: Assistant Records Clerk
Department: Police Department
Reports To: Chief of Police
FLSA: Exempt
Date: April, 2023

SUMMARY

Under general supervision, performs records management duties under the direction of the Records Clerk and the Chief of Police. Makes independent decisions within the scope of established orders, policies or rules, on assignment requests from within the Department, other governmental entities or general public. Assists the Records Clerk to maintain and disseminate all records created and held by the Perry Police Department. Performs all other related duties as required. Directs walk in traffic to the police department as well as answers and directs the incoming administrative phone lines.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. They are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

The essential functions or duties listed below are intended to illustrate the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

-
- Assists the records clerk in their assigned duties.
- Assists in maintaining and managing all records to the Perry Police Department including hard copied and computerized files.
- Assists in the release and disseminate records maintained by the department in accordance with current federal laws and regulations as well as the State of Iowa as direct by the records Clerk and Chief of Police
- Maintain department correspondence files, including opening, reviewing and dispersing incoming mail.

- Communicates with other governmental departments and organizations vital to the work of this department.
- Review records for accuracy and completion
- Assists in managing maintenance of department computer systems and video recording systems including on and off site storage.
- Develops working knowledge of all systems used by the Perry Police Department including Tracs, MACH, and the state records filing system.
- Answer administrative phone lines and walk in traffic..
- Maintains an organized filing system for all correspondence and other paperwork received and generated and processes other confidential correspondence.
- Performs similar or related work as required, directed or as situation dictates.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

- Experience in a similar position.
- Physical and intellectual ability to operate phones, cellular-telephone personal computer/computer network, copier, paper shredder, transcriber, telephone stapler, stapler remover, postage meter and scale, letter opener, scissors, date stamper, pencil/pen and paper.
- Ability to establish and maintain effective working relationships with other officials, civic organizations, employees and the general public.
- Valid driver's license and good driving record.
- Subject to a post-offer drug and alcohol screening and background check.

Preferred Training and Qualifications:

- Bi-lingual in Spanish

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirements

Requires ability to perform repetitive motions, as in typing, on a frequent basis. Requires some physical mobility allowing occasional lifting up to 20 pounds. Requires substantial amounts of bending, reaching, fingering and grasping.

Mental Requirements

Requires ability to use independent judgement on non-routine situations. Must be able to discern what information is confidential and maintain that confidentiality.

Knowledge, Ability and Skill

Knowledge: Requires a working knowledge of the operations, organization and regulations of the department.

Ability: Requires the ability to type with a word processor and typewriter at a rapid and accurate pace with technical or legal subject matter.

RESOLUTION NO. 060523K

RESOLUTION APPROVING A READDRESSING OF A PARCEL WITHIN THE CITY OF PERRY

WHEREAS, the property located at the North 100 feet of Block 5 of Miller’s Addition is currently addressed as 1819 3rd Street; and

WHEREAS, the building previously located on the structure has been demolished; and

WHEREAS, a two-family dwelling (duplex) is under construction on the site; and

WHEREAS, the owner has requested an address change to try and better differentiate this property from similarly addressed properties on West 3rd Steet; and

WHEREAS, the subdivision was platted in 1875, similarly platted blocks followed a 50x150; and

WHEREAS, this lot is 100 feet long, implying that it is a double sized lot (or possible combination lot); and,

WHEREAS, the subdivision is zoned RD, for one and two family homes; and,

WHEREAS, an addressing pattern would allow for two address per 50 foot lot (ex. A lot north of 1800 would be addressed as 1804, allowing 1802 to be assigned to the second unit on the 1800 lot); and,

WHEREAS, the building numbers 1819, 1821 would be a fit for the southern half of the lot and 1823, 1825 would fit for the northern half (as if they were two 50 foot lots); and,

WHEREAS, the owner has expressed a preference for 1821 and 1825 as the building numbers, with 1821 being the dominant 911 address; and,

WHEREAS, City staff believe these two numbers fit with the addressing pattern for the area.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PERRY IOWA, that the property located at the North 100 feet of Block 5 of Miller’s Addition be readdressed as 1821 3rd Street, with 1825 as the second unit’s building number.

Passed and approved this 5th day of June 2023.

Charles Schott, Mayor Pro Tem

Attest:

Elizabeth Hix, City Clerk

Exhibit 1 - Similar layout (Block 6 Miller's Addition)

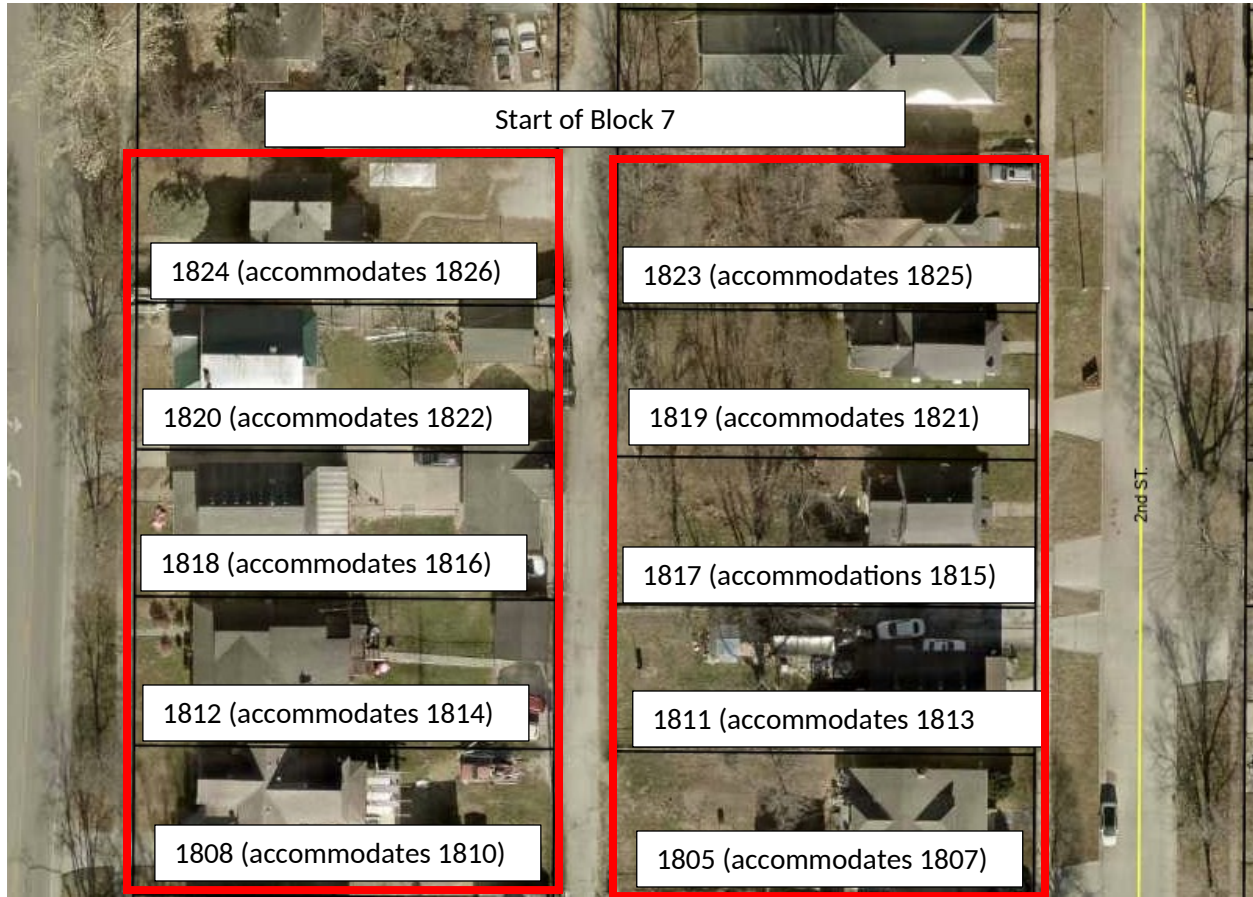


Exhibit 2 - Block 5



Exhibit 3 - Original Plat

